

**HENRY FORD COLLEGE  
BOARD OF TRUSTEES MEETING  
5101 Evergreen Road  
Dearborn, Michigan 48128  
(313) 845-9650**

**Administrative Services and Conference Center  
Rosenau Board Room**

**June 13, 2022  
7:00 p.m.**

**I. CALL TO ORDER AND ROLL CALL**

Hussein Berry	_____	James Thorpe	_____
Patrick D'Ambrosio	_____	Irene Watts	_____
Adel Mozip	_____	Chair Roxanne McDonald	_____
Mary Petlichkoff	_____		

**II. APPROVAL OF MINUTES**

A. Approval of Minutes for the following Board of Trustees Meetings

- Board of Trustees Policy Committee Meeting – May 16, 2022
- Regular Board of Trustees Meeting – May 16, 2022
- Special Board of Trustees Meeting – May 26, 2022
- Closed Session – May 26, 2022
- Board of Trustees Ad Hoc Committee Meeting – June 9, 2022

Recommended action: Make any necessary corrections and move to approve these minutes.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

**III. RECOGNITION AND ACKNOWLEDGEMENTS**

**IV. PRESIDENT'S ITEMS**

**V. ACTION ITEMS**

A. Citizen Participation

*Citizens wishing to address the Board on agenda and non-agenda items for action and have submitted a blue card by 7:10 p.m. to the Secretary may*

*Speak at this time. The Board may not be in a position to respond to non-agenda items; therefore, speakers should not anticipate an immediate response to their comments or questions. For the benefit of all concerned, do not mention the names of students or College employees. Please limit comments to three minutes.*

B. Special Consideration of an Action Item

Secretary comments: *“Are there any action items on this agenda which Board members or the President wish to discuss and vote on separately? If there are, we will exclude these from the action below.”*

C. Action to Approve Action Items

Background information: At this time, the Secretary will call for a single action to approve all the action items on this agenda except for items excluded from this action by Board member request.

Recommended action: Move to approve action items numbered 1 through 11 as recommended in this agenda, except for \_\_\_ (if necessary).

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

D. At this time, the Secretary will return to any agenda items which Board members asked to discuss and vote on separately.

**BIDS AND CONTRACTS**

1. Library Carpet Replacement – Board Report #4638  
Vice President Satkowski

Recommended action: Move to approve a contract award to PGC Development LLC for \$351,360.00 for the Library Carpet Replacement project, as requested by Facility Services in accordance with the specifications of Sealed Bid #21483.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

2. Parking Lot Maintenance – Board Report #4639  
Vice President Satkowski

Recommended action: Move to approve a contract award to Al’s Asphalt Paving Company for \$198,535.00 for Parking Lot Maintenance, as requested by Facility Services in accordance with the specifications of Sealed Bid #21964.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

3. Roof Projects, Emergency Repairs: Buildings F, K and L – Board Report #4640  
Vice President Satkowski

Recommended action: Move to approve a contract award to Schreiber Corporation for \$61,000 for Emergency Roof Repairs, as requested by Facility Services in accordance with the specifications of Sealed Bid #22002-A.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

4. Roof Projects, Emergency Replacements, Buildings F, K and L – Board Report #4641  
Vice President Satkowski

Recommended action: Move to approve a contract award to Lutz Roofing for \$1,326,870 for Roof Replacements on Buildings F, K, and L, as requested by Facility Services in accordance with the specifications of Sealed Bid #22002-B.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

5. Contract Renewal for Multifunction and Production Printers and Copiers – Board Report #4642  
Vice President Satkowski

Recommended action: Move to approve a five (5) year contract extension with Applied Imaging to provide supplies, parts, and service support for Multifunction and Production Printers/Copiers.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

6. Blanket Purchase Order Renewals for Fiscal Year 2023 – Board Report #4643  
Vice President Satkowski

Recommended action: Move to approve the Blanket Purchase Order Lists (attached to Board Report #4643) for Fiscal Year 2023, in accordance with Board Policy and Guidelines.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

## **HUMAN RESOURCES**

7. Staff Recommendations  
Vice President Gonko

Recommended action: Move to approve the following staff appointments:

Amy Ducklow, Counselor, Counseling Division, MA, Step 8, 11 Months, effective 8/23/2022.

Kenetra Young, Public Health Instructor, School of Health and Human Services, PhD, Step 8, 10 Months, effective 8/23/2022.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

8. Vice President of Student Affairs  
President Kavalhuna

Recommended action: Move to approve the appointment of Holly Diamond, to the position of Vice President, Student Affairs, at Grade 1, Step 6, of the 2022-2023 Executive Leadership Salary Schedule, effective 7/1/2022.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

**BOARD-ADMINISTRATIVE SERVICES**

9. Winter 2022 Proposed TIF Projects  
Vice President Satkowski

Recommended action: Move to approve the Winter 2022 Proposed TIF Projects as presented in Board Report #4635 at the May 16, 2022, Board of Trustees meeting.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

10. Exempt Personnel Positions  
President Kavalhuna

Background information: Several positions at Henry Ford College are non-union, exempt positions (Cabinet and their administrative assistants, Deans, and Human Resources staff) and require renewal by the Board of Trustees. We are recommending that the positions for all non-union, exempt employees be extended for two years through June 30, 2024.

Recommended action: Move to approve the extension of positions of all non-union, exempt staff personnel for two years through June 30, 2024.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

11. Certification of Appointments 2022-2023 MCCA Board of Directors  
Chair McDonald

Background information: The MCCA requires each member college to certify, each year in July, its representatives to the MCCA Board of Directors. The representatives must be the chief administrative officer of the college and one member of the college's governing board. Each college board is also required to designate an alternate governing board member.

Recommended action: Move to approve the designation of the following as representatives to the MCCA Board of Directors for 2022-2023:

_____	– Trustee Director
_____	– Alternate Trustee Director
Russell A. Kavalhuna	– President

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

## VI. BOARD OF TRUSTEES BUSINESS

- A. Acknowledgements of Correspondence
- B. Board Committee Reports
- C. Requests for Information and/or Future Agenda Items
- D. Board Member Commentary

## VII. FUTURE MEETING DATES

- A. Tuesday, June 14, 2022, **P-12** Superintendent Evaluation Meeting (closed), 7:00 p.m. at the Administrative Service Center in Room 12.
- B. Monday, June 20, 2022, **P-12** Building and Site Committee Meeting, 6:00 p.m. at the Administrative Service Center in Room 12.
- C. Monday, June 20, 2022, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- D. Tuesday, June 28, 2022, **P-12** City Relations Committee Meeting, 4:00 p.m. at the Dearborn Administrative Center in the Emergency Operations Center.
- E. Tuesday, June 28, 2022, **HFC** Special Board of Trustees Meeting (closed), 6:00 p.m. at the Administrative Services and Conference Center in the Rosenau Board Room.

## **VIII. ADJOURNMENT**

Note: Meetings of the Board of Trustees will end no later than 9:30 p.m. unless a majority of the Board members votes to extend the meeting by fifteen (15) minutes.

*Individuals who wish to attend the Board of Trustees Meeting and require special accommodations should contact the Office of the President at (313) 845-9650. Please provide two days advance notice.*