

**HENRY FORD COLLEGE
BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
August 8, 2022**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, August 8, 2022, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:01 p.m. by Chair McDonald.

ROLL CALL

On roll call, the following were present: Trustees Berry, D'Ambrosio, Mozip, Petlichkoff, Thorpe, and Chair McDonald. Trustee Watts was absent. There being a quorum, the meeting was declared in session.

Chair McDonald thanked the College employees for their work in preparing for the P-12 Board of Education meeting which was held on campus on June 25, 2022 due to the renovation of the P-12 Board meeting room.

II. APPROVAL OF MINUTES

Motion offered by Trustee D'Ambrosio, supported by Trustee Berry, passed with a unanimous roll call vote attached that the following Minutes be approved:

- Board of Trustees Audit Committee Meeting – June 13, 2022
- Regular Board of Trustees Meeting – June 13, 2022
- Special Board of Trustees Meeting – June 28, 2022
- Closed Session – June 28, 2022

III. PRESIDENT'S ITEMS

- The State of the College meeting will be held on August 23 in the Forfa Auditorium. The meeting will provide information about the initiatives being launched that support student success in line with the Strategic Plan priorities and goals.
- President Kavalhuna reported on the steps taken to identify quick and effective ways to move forward on the goals in the Strategic Plan.
- First Friday meetings will resume in September.

IV. SPECIAL REPORTS

A. Michigan College Access Network's (MCAN) College Completion Corps
Vice President Diamond

Vice President Diamond provided a slide presentation on *Collaboration and Partnerships to Achieve Student Success*. The presentation provided information on MCAN along with how MCAN aligns with the Strategic Plan initiatives. Slide topics included: Graduation Rate vs Completion Rate; Accomplishing Student Success; Collaboration is Key; Partnerships are Essential; MCAN and Student Success Completion; College Completion Coaches; Taking Advantage of the College Completion Corps; College Commitment to the College Completion Program; Cost of the Completion Coach Program; Funding the College Completion Program; and Status of the College Completion Corps Initiative. HFC was approved for four College Completion Coaches. Vice President Diamond introduced Jennifer Tomina who provided a "Day in the Life of a College Completion Coach" overview of her role as the first coach at HFC.

V. ACTION ITEMS

A. Citizen Participation

None

B. Special Consideration/Questions on an Action Item

None

C. Action to Approve Action Items

Motion to approve action items 1-5 offered by Trustee Thorpe, supported by Trustee Petlichkoff, passed with a unanimous roll call vote attached.

D. At this time, the Secretary will return to any agenda items which Board members had asked to discuss and vote on separately. These will be considered one at a time.

None

BIDS AND CONTRACTS

1. Hobart Conveyor Dishwasher – Board Report #4644
Vice President Satkowski

Moved to approve a contract award to Great Lakes Hotel Supply for

\$68,648.20 for one (1) Hobart Conveyor Dishwasher, as requested by Food Service and Culinary Arts in accordance with the specifications of Sealed Bid #22062.

2. Purchase of Multifunctional Printers/Copiers – Board Report #4645
Vice President Satkowski

Moved to approve a contract award to Applied Innovation for \$129,394.12 to provide eight (8) new Canon Multifunction Printers and Copiers and the renewals of PaperCut and EFI maintenance and support subscriptions for the College's fleet of Multifunction and Production Printers/Copiers for a five-year term in accordance with Applied Innovation Purchase Agreement dated August 1, 2022.

HUMAN RESOURCES

3. Staff Recommendations
Vice President Gonko

Moved to approve the following staff appointments:

Keith Davis, Hospitality Instructor, School of Business, Entrepreneurship, and Professional Development, LMA, Step 7, 10 Months, effective 8/23/2022. This is a temporary, full-time assignment for the Fall 2022 semester.

Jessica Miller, Job Developer, Career Services, MA, Step 8, 10 Months, effective 8/23/2022. This is a temporary, full-time assignment for the Fall 2022 semester.

Emily Pawlowski, Nursing Instructor, School of Health and Human Services, MA, Step 8, 10 Months, effective 8/23/2022.

Max Bilodeau, Chemistry Instructor, School of Science, Technology, Engineering and Mathematics, MA, Step 7, 10 Months, effective 8/23/2022. This is a temporary, full-time assignment for the Fall 2022 semester.

4. Dean, School of Health and Human Services
Vice President Gonko

Moved to approve the appointment of Cynthia Scheuer, to the position of Dean, School of Health and Human Services, at Grade 2, Step 11, of the 2022-2023 Executive Leadership Salary Schedule, effective 8/9/2022.

BOARD-ADMINISTRATIVE SERVICES

5. Ratification of the 2022-2025 Collective Bargaining Agreement between the Board of Trustees and the Henry Ford College Administrators' Association, Local 71
Vice President Gonko

Background information: Representatives for the Board and representatives for the Henry Ford College Administrators' Association, Local 71 have reached a tentative agreement for 2022-2025.

This agreement was ratified by the HFC-Local 71 membership on July 25, 2022.

Moved to approve the 2022-2025 collective bargaining agreement between the Board of Trustees and the Henry Ford College Administrators' Association, Local 71 through June 30, 2025.

VI. BOARD OF TRUSTEES BUSINESS

- A. Acknowledgements of Correspondence

None

- B. Board Committee Reports

Trustee Berry reported that the President's Evaluation Committee will meet on Tuesday, August 16 at 11:30 a.m.

- C. Requests for Information and/or Future Agenda Items

None

- D. Board Member Commentary

Chair McDonald thanked Local 71 for their efforts in reaching a collective bargaining agreement.

Trustee Thorpe wished all those starting a new school year, good luck. He also asked President Kavalhuna when the road work on Evergreen Road will be completed. President Kavalhuna responded that he has a call in to Wayne County regarding this issue.

President Kavalhuna is excited to welcome Dr. Cynthia Scheuer as the Dean of Health and Human Services.

President Kavalhuna thanked Local 71 for a fruitful and effective negotiation of their contract. He also thanked Vice President Satkowski and HR Assistant Directors Mark Tade and Lynn Borczon for reaching an agreement in a respectful and professional manner.

VII. FUTURE MEETING DATES

- A. Tuesday, August 16, 2022, **HFC** Board of Trustees Presidents Evaluation Committee Meeting, 11:30 a.m. at LA Bistro.
- B. Monday, August 22, 2022, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- C. Monday, September 12, 2022, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- D. Monday, September 19, 2022, **HFC** Board of Trustees Policy Committee Meeting, 6:00 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- E. Monday, September 19, 2022, **HFC** Board of Trustees Meeting, 7:00 p.m. at the Administrative Services and Conference Center in the Rosenau Board Room.

VIII. ADJOURNMENT

Motion by Chair McDonald was unanimously approved by those members present that the meeting be adjourned at 8:01 p.m.

Irene Watts, Secretary