

**HENRY FORD COLLEGE  
BOARD OF TRUSTEES MEETING  
DEARBORN, MICHIGAN  
May 20, 2024**

**I. CALL TO ORDER**

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, May 20, 2024, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:17 p.m. by Chair Berry.

**ROLL CALL**

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

**II. APPROVAL OF MINUTES**

Motion offered by Trustee Petlichkoff, supported by Trustee Mozip, passed with a unanimous vote attached that the following Minutes be approved:

- Regular Board of Trustees Meeting – April 15, 2024
- Board of Trustees Policy Committee Meeting – April 15, 2024

**III. STUDENT PRESENTATION**

HFC student, Charles Brooks spoke about the opportunity he and seven (7) other HFC students had when they traveled to Howard University, a prestigious historically Black college. The students were provided with insight into college life from a different cultural and student perspective. The tour aimed to motivate and inspire students to continue their education beyond HFC. These students were accompanied by Paul Rodgers, English instructor; Wendie Lee-Jenkins, Counselor; and Cassandra Fluker, Student Activities, Faculty Director.

**IV. PRESIDENT'S ITEMS**

- Wished Patti Flogaus a happy birthday.
- Provided a brief update on the future SEMSSC. Commended Dan Murray, Interim Purchasing Director, who has the responsibility of organizing the many responses to the RFP for an architect firm for the new building. RFP

submissions are due by May 28, 2024. We are receiving more submissions than we expected. Asked everyone to thank Mr. Murray for all his work to get this part of the process accomplished.

- Enjoyed participating in the Henry Ford Early College graduation. President Kavalhuna was joined by Trustees Mozip and Petlichkoff. Dr. Maleyko and his team also attended. Appreciates the work HFC Campus Safety did regarding logistics and safety.
- Enjoyed the HFC Commencement ceremonies. Trustees Berry, Watts, McDonald, Mozip and Thorpe also attended.
- Asked Vice President Diamond to speak about the Commencement team that pulled everything together for this year's event.

Vice President Diamond discussed the success of the May Commencement Ceremonies. These are big events for the College, students, and staff. We had a team of just three staff members who planned and organized everything for this special day all while keeping up with their daily work at the College. Vice President Diamond introduced Joy Locklear, Records Associate; Shaun Stevens, Assistant Registrar; and Karen Sadanowicz, Registrar. Vice President Diamond asked everyone to join her in thanking this hard-working team.

## **V. ACTION ITEMS**

### A. Citizen Participation

None

### B. Special Consideration of an Action Item

None

### C. Action to Approve Action Items

Motion to approve action items numbered 1-6 offered by Trustee McDonald, supported by Trustee Petlichkoff, passed with a unanimous vote attached.

## **BIDS AND CONTRACTS**

1. Fifty-One O One Restaurant Renovation – Board Report #4742  
Vice President Satkowski

Move to approve a contract award to Stafford Smith for \$83,223.07 for the Fifty-One O One Kitchen Renovation project, as requested by Facility Services in accordance with the specifications of Sealed Bid #23058.

2. Refurbished C-Arm X-Ray Unit – Board Report #4743

Vice President Satkowski

Move to approve a contract award to Michigan X-Ray for \$54,800.00 for a refurbished C-Arm X-Ray Unit as requested by the School of Health and Human Services (HHS), in accordance with the specifications of Sealed Bid #23139.

3. License to Use Oracle JAVA for Academics & Operations– Board Report #4744

Vice President Satkowski

Move to approve a contract award to Oracle for \$95,000 per year for four (4) years for a total of \$380,000 for the licensing of JAVA as requested by the Vice President of Financial, Facility, IT, & Auxiliary Services.

**HUMAN RESOURCES**

4. Staff Recommendations

Vice President Gonko

Move to approve the following staff appointments:

Magidah Alaudi, Biology Instructor, School of Science, Technology, Engineering and Mathematics, MA, Step 6.5, effective 5/7/2024. Extension of temporary, full-time assignment through the Fall 2024 semester.

Fadia Cudry, Chemistry Instructor, School of Science, Technology, Engineering and Mathematics, PhD, Step 2, effective 8/20/2024. Temporary, full-time assignment for the Fall 2024 semester.

Keith Davis, Hospitality Instructor, School of Business, Entrepreneurship, and Professional Development, LMA, Step 8, 10 Months, effective 5/7/2024. Extension of temporary, full-time assignment through the Fall 2024 semester.

Mona Oumais Chemistry Instructor, School of Science, Technology, Engineering and Mathematics, PhD, Step 2, effective 8/20/2024. Temporary, full-time assignment for the Fall 2024 semester.

Maria Sepulveda, Psychology Instructor, School of Liberal Arts, PhD, Step 8.5, 5/7/2024. Extension of temporary, full-time assignment through the Fall 2024 semester.

**BOARD-ADMINISTRATIVE SERVICES**

5. Proposed Fiscal Year 2024-2025 Budget – Board Report #4737

Vice President Satkowski

Move to approve the Fiscal Year 2024-2025 Budget as presented in Board Report #4737 at the April 15, 2024, Board of Trustees Meeting.

6. Board of Trustees Policy Updates  
Trustee Mozip

On April 16, 2024, the HFC Board of Trustees Policy Committee discussed and reviewed changes to the following policies:

- Policy 5150 – Degrees Policy
- Policy 5450 – Intercollegiate Athletics
- Policy 2300 – Borrowing Policy

Recommended for Recission

- Policy 2110 – Independent Architect/Engineer
- Policy 2470 – Vendor Relations
- Policy 5300 – Scholarship and Probation
- Policy 5800 – Developmental Class Credits Not Counted Toward Degree Requirements
- Policy 8501 – Multiple Repeat Activity

Move to approve the changes to the following policies:

- Policy 5150 – Degrees Policy
- Policy 5450 – Intercollegiate Athletics
- Policy 2300 – Borrowing Policy

Recommended for Recission

- Policy 2110 – Independent Architect/Engineer
- Policy 2470 – Vendor Relations
- Policy 5300 – Scholarship and Probation
- Policy 5800 – Developmental Class Credits Not Counted Toward Degree Requirements
- Policy 8501 – Multiple Repeat Activity

**VI. BOARD OF TRUSTEES BUSINESS**

A. Acknowledgements of Correspondence

None

B. Board Committee Reports

Trustee McDonald reported the Board held a Closed Session prior to this Board meeting. This Session was to discuss President Kavalhuna's evaluation. Trustee McDonald was pleased to report that President Kavalhuna earned a

“Highly Effective” rating. Goals for next year were also discussed. Chair Berry congratulated President Kavalhuna.

C. Requests for Information and/or Future Agenda Items

None

D. Board Member Commentary

Trustee McDonald thanked everyone who sent her condolences on the passing of her father.

Trustee Berry explained the reason for his more casual attire. He attended the Decision Day event at Robichaud High School today. Nineteen of these high school students are planning to attend Henry Ford College. At the event, Trustee Berry encountered HFC Recruiter, Angie Jones. He reported that Angie did a great job. Very pleasant, professional and works well with the students and administrators.

Trustee Thorpe stated, he hopes all HFC staff and students get to enjoy the summer weather and he looks forward to seeing everyone again in the fall.

## VII. FUTURE MEETING DATES

- A. Monday, May 20, 2024, **P-12** Board of Education Special Meeting of the Policy Committee, immediately following the **HFC** Board of Trustees Meeting, at the Administrative Services and Conference Center in the Rosenau Board Room.
- B. Monday, June 3, 2024, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- C. Monday, June 10, 2024, **HFC** Board of Trustees Policy Committee Meeting, 6:00 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- D. Monday, June 10, 2024, **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 Berry was unanimously approved by those members present that the meeting be adjourned at 7:54 p.m.

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Irene Watts, Secretary