

**HENRY FORD COLLEGE
BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
May 19, 2025**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, May 19, 2025, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:01 p.m. by Chair Mozip.

ROLL CALL

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

II. APPROVAL OF MINUTES

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

- Regular Board of Trustees Meeting – April 28, 2025
- Board of Trustees Special Meeting – May 12, 2025
- Board of Trustees Closed Session – May 12, 2025

III. PRESIDENT'S ITEMS

- President Kavalhuna congratulated everyone involved in making this year's commencement ceremonies successful. He also thanked the Trustees for attending the event.
- President Kavalhuna stated that enrollment for the summer 2025 semester is higher than last year at this time. We are already enrolling for the fall 2025 semester. Enrollment for fall is almost at 20% higher than where we were last year at this time.
- President Kavalhuna stated that several Cabinet members were on well-earned vacations and were absent from this meeting.
- President Kavalhuna congratulated the following full-time faculty for receiving tenure: Jeremy Adelman, Nicholas Baran, Christie-Marie Buck, Carolyn Casale, Teena Culhane, Amy Ducklow, Kathleen Jaczynski, Vineet Kaul, Heather Khanna, Jessica Mahoney, Jesse Mason, Courtney Matthews, Michael Petri, Brianne Radke, Jermaine Reese, Eng Hong Sin, Sommer Sterud, and Victoria Swiencicki.

IV. DISCUSSION ITEMS

A. President Search Ground Rules Committee

Chair Adel Mozip

At the April 28 Board meeting, Trustee Zahr requested information about the minimum the Board is required to do by state law and HFC's policies for the presidential search. VP Moss-Ferguson emailed the Board a seven-page memo in response.

Chair Mozip asked Trustees Petlichkoff and Berry how the search process was done in the past. It appears it was a two-step process and a committee was set up to prepare an RFP and the ground rules.

Chair Mozip asked the Trustees what they would like the ground rules committee to accomplish. Per Vice President Moss Ferguson's memo, hiring a search consultant, while not required by law, is highly advisable. Chair Mozip asked the Trustees to share their thoughts about this committee.

Trustee Petlichkoff is of the understanding that complete records exist as to how the Board proceeded during the last presidential search. Trustee Petlichkoff stated that there are three parts to the entire process.

First, a committee of Board members who draw up the RFP parameters for a search firm. The committee meets, interviews and ranks the firms. The committee comes back to the full Board with a recommendation. Second, the Board sets up a search committee that works with the search firm hired. The Committee proceeds in the process and always with full-Board interaction regarding the parameters of a search. The search firm organizes all the logistics. Board members and non-Board members are part of this committee. All meetings with semi-finalists and then the final applicants are open to the public. The third and final committee of Board members handles the contract for the president.

Chair Mozip felt the Board is at the point to be able to create the Ground Rules Committee, which will reference the seven-page memo provided by Vice President Moss Ferguson, and have an RFP prepared. We can also task some vice presidents to help with the committee as far as the RFP. Chair Mozip stated he feels the process can be sped up as we have historical documents that provide information on the process from the last presidential search.

Trustee Aljahmi stated that he heard we need three Committees. The first Board committee creates the RFP. The second committee includes Board and non-Board members and works with the search firm. The third committee is a Board committee that works to create the contract for the president.

Trustee Watts asked if we have a sense of the time commitment for each of these committees. Trustee Petlichkoff stated that the actual search is the most time intensive. The Board discussed the time commitments and length of time involved for the entire process.

President Kavalhuna recommended that the Board work with Dan Murray as they evaluate and hire a consultant. Mr. Murray does all the procurement for the College.

President Kavalhuna stated that he has already asked other community colleges in Michigan to give recent RFPs to Dan so he can review and help the Board decide what they would want in their RFP. Trustee Petlichkoff has already outlined best practice for building an RFP and then holding interviews. President Kavalhuna encouraged the Board to have this Committee be clear with Dan Murray about expectations. President Kavalhuna encouraged the Board to have interviews with the consultants who want to do the search and ask them who will be the physical person with whom they should speak. Also, as the Board could receive several lengthy proposals, it would behoove the Board to have Mr. Murray, or the Chair of this committee make a full report out to this Board about what they did and why. President Kavalhuna encouraged the Board not to allow the work this committee does to leave any Board members confused.

Trustee Petlichkoff stated that the search firm we hire is critical. It is important that the Board does not discount the work of the first committee. President Kavalhuna recommended that the Chair of this committee be the Board's direct liaison with the support of Mr. Murray. These two are the link to both the selection of a firm and the handing off to the next committee.

Trustee Aljahmi stated he got lost on President Kavalhuna's recommendation. The procurement group is always involved in an RFP. They monitor and set the guidelines. As far as President Kavalhuna's recommendation on the Chair being the point person, Trustee Aljahmi stated he disagrees. Trustee Aljahmi wants this to be a collaboration. He believes there should be a point person, but other people have to be involved. President Kavalhuna clarified his statement. He stated he does not think the committee chair should have more power than the other members, but that this role will require more time.

Trustee Aljahmi asked, although the search firm will give us candidates, can candidates apply for the position without going through the search firm? Chair Mozip stated the search firm will work closely with the College to make sure that the position is highly publicized. There will be a site online for the presidential search where people can apply. That site will be highly integrated with the College's website. The search firm will work with Marketing to let the public know the process for applying for the position and the timeline. Trustee Petlichkoff mentioned that this is one of the inquiries to make when interviewing search firms. How do they conduct the search and reach the public? President Kavalhuna stated he will send Trustee Aljahmi some examples of the aggregators of current websites where he can just look and see that the entire intention is to reduce the barrier for applicants. President Kavalhuna stated that Grand Rapids Community College is about two months ahead of HFC as they just launched their RFP. President Kavalhuna to send this RFP to the Board. This RFP shows that everyone is interested in removing barriers for people who want to apply for the position.

Trustee Aljahmi stated he does not want to set the expectation that this entire process will take a year as he is aware there have been times when the process took only six months to a year. President Kavalhuna stated that this is a discussion the Committee can have with potential search firms regarding time expectations.

Motion by Trustee Berry, supported by Trustee D'Ambrosio, to create the ad hoc committee for the ground rules and the RFP. Motion passed with a unanimous roll call vote attached.

Chair Mozip appointed Trustee Petlichkoff, Trustee Zahr and Trustee Watts to be on this committee. Trustee Watts to chair the committee.

V. ACTION ITEMS

A. Citizen Participation

None

B. Special Consideration of an Action Item

Item 4 was pulled for a roll call vote.

C. Action to Approve Action Items

Motion to approve action items numbered 1-5, except item 4, offered by Trustee Petlichkoff, supported by Trustee Berry, 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.

Motion to approve action item 4 offered by Trustee Berry, supported by Trustee Petlichkoff, passed with a unanimous roll call vote attached.

BIDS AND CONTRACTS

1. Roof Repairs: School of Nursing Building, East Campus – Board Report #4774

Vice President Satkowski

Move to approve a contract award to J D Candler Roofing Company for \$1,101,881.77 for roof repairs and restoration on the School Nursing Building, as requested by Facility Services in accordance with the specifications of Sealed Bid #23974.

2. Roof Repairs: M-TEC Building, East Campus – Board Report #4775

Vice President Satkowski

Move to approve a contract award to Schreiber Roofing Corporation for \$269,205.39 for roof repairs and restoration on the M-TEC Building, as requested by Facility Services in accordance with the specifications of Sealed Bid #23975.

3. Building L Hot Water System Circulation Pump Replacement– Board Report #4776
Vice President Satkowski

Move to approve a contract award to Thermalnetics in the amount of \$55,186.00 for the Building L Hot Water System Circulation Pump Replacement project requested by Facility Services, in accordance with the Thermalnetics Proposal #P02725 dated April 8, 2025.

HUMAN RESOURCES

4. Employment Agreement with Dr. Lori Gonko
Vice President Gonko

Move to approve the employment agreement for the position of interim president with Dr. Lori Gonko.

Motion by Trustee Berry, supported by Trustee Petlichkoff to approve the employment contract with Dr. Lori Gonko, was approved with a unanimous roll call vote attached.

Trustee Petlichkoff commented that, regarding Dr. Gonko's contract, there was a change made that identifies Dr. Gonko as holding both her current position and the interim president position. Trustee Petlichkoff wants to make sure that Dr. Gonko understands that the Board will give her full support of this task of holding two jobs that have several duties. Trustee Petlichkoff wanted to go on record that Dr. Gonko understands that any time she feels the need to reassign or delegate specific duties within her roles, especially as Vice President over Human Resources that would have conflicts in Dr. Gonko fulfilling her primary responsibility as interim president, the Board will give her their full support in allowing her to do so. Chair Mozip fully agreed with this.

Trustee Watts stated that she and Chair Mozip discussed this with Dr. Gonko in a meeting last week.

BOARD ADMINISTRATIVE SERVICES

5. Technology Investment Fund (TIF) Winter 2025 – Board Report #4769
Vice President Satkowski

Move to approve the Technology Investment Fund (TIF) Winter 2025 Proposed Projects as presented in Board Report #4769 at the April 28, 2025, Board of Trustees meeting.

VI. BOARD OF TRUSTEES BUSINESS

A. Acknowledgements of Correspondence

Chair Mozip stated that he has met with some faculty and union representatives and kept President Kavalhuna informed.

B. Board Committee Reports

- The Policy Committee did not meet today.
- Chair Mozip hopes the new ad hoc committee meets soon.

C. Requests for Information and/or Future Agenda Items

- President Kavalhuna to provide Trustees with a memorandum on the various ways students can provide feedback.
- Chair Mozip thanked Vice President Moss Ferguson for providing the Board with the memo in time for this meeting. The Committee will now take the memo and break it down and will be in communication with the entire Board for any questions.

D. Board Member Commentary

- Trustee Petlichkoff wished everyone a good summer vacation.
- Trustee Petlichkoff congratulated Dr. Lori Gonko on her interim presidency.
- President Kavalhuna stated that he and Dr. Gonko met with Chair Mozip and Vice Chair Watts as part of the orientation process for Dr. Gonko. President Kavalhuna will schedule these meetings with every Trustee that wishes to meet with Dr. Gonko and himself and go through the same agenda.
- President Kavalhuna thanked Vice President Moss Ferguson for providing the legal memorandum to the Board.

VII. FUTURE MEETING DATES

- A. Monday, June 23 ~~46~~, 2025, **HFC** Board of Trustees Policy Committee Meeting, 6:00 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- B. Monday, June 23 ~~46~~, 2025, **HFC** Board of Trustees Meeting, 7:00 p.m. at the Administrative Services and Conference Center in the Rosenau Board Room.
- C. Monday, June 16 ~~23~~, 2025, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.

VIII. ADJOURNMENT

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

Amer Zahr, Secretary