

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

CONTRACT AWARD

SUBJECT: Ferrilli Colleague Consulting

The College proposes to engage Ferrilli, a higher education technical consulting firm, for two engagements as follows:

Colleague Optimization Assessment

The College proposes to engage Ferrilli to conduct a comprehensive Colleague Optimization Assessment to evaluate the College's current Ellucian Colleague ERP environment and identify opportunities to improve effectiveness, efficiency, and long-term sustainability. The assessment will determine whether the current Colleague structure is meeting institutional needs and will provide actionable recommendations to:

- Address limitations in the existing environment
- Optimize system use and business processes
- Identify opportunities to leverage new and underutilized Colleague features

Ferrilli will conduct both a functional and technical review of Colleague, including:

- Interviews and focus groups with administrative leaders and staff across key functional areas
- Review of current system configuration, architecture, and customizations
- Evaluation of third-party systems integrated with Colleague
- Assessment of readiness for modernization and future enhancements

Following this review, Ferrilli will deliver a written report consolidating all observations, options, and recommendations. The work will be completed over 6–8 weeks.

The assessment will provide leadership with a clear, independent roadmap to maximize the College's investment in Colleague, improve operational efficiency, and support institutional goals through better-aligned technology use.

The cost of this assessment is \$35,000. D3C3 grant dollars provide 100% of the funds for this purchase.

Degree Audit Consulting

Henry Ford College proposes to engage Ferrilli to support a critical degree audit and curriculum structure transition aligned with the College's implementation of CourseDog. The College is transitioning from its current degree audit structure in Ellucian Colleague to a standardized model required by CourseDog, the software system used to manage the college catalog. Existing degree and certificate structures in Colleague are not fully aligned with CourseDog best practices, creating risks to degree audit accuracy, advising effectiveness, and future catalog maintenance.

Ferrilli will work within the College's Colleague system to:

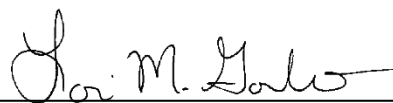
- Review and restructure all programs and certificates to align with CourseDog's curriculum model
- Validate that degree audit logic functions correctly following restructuring
- Ensure curriculum tracks, concentrations, and certificates remain accurate and functional
- Eliminate legacy inconsistencies and establish a repeatable, standardized model for future catalogs
- Document all program changes and provide procedural documentation for ongoing maintenance
- Provide training to College staff on the updated degree audit setup

This engagement reduces institutional risk during the CourseDog transition, ensures accurate degree audits for students, strengthens advising and reporting, and establishes a sustainable curriculum framework for future catalog cycles.

The total cost for this engagement is \$45,000. D3C3 grant dollars provide 100% of the funds for this purchase.

RECOMMENDATION:

The College administration recommends a contract award totaling \$80,000 to Ferrilli for Colleague consulting consisting of a Colleague Optimization Assessment and Degree Audit Consulting as requested by the Information Technology Services department and the Records and Registration department.



Lori M. Gonko, Ed.D.
Interim President

**HENRY FORD COLLEGE
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CONTRACT AWARD

SUBJECT: The Registry – Interim Vice President-CFO

The Registry is a national executive search and interim staffing firm that specializes exclusively in higher education leadership. The firm maintains a curated network of experienced interim leaders who are typically retired or between full-time roles and bring deep sector knowledge. Candidates are matched based on institutional needs, scope of responsibility, and desired length of engagement. They emphasize rapid deployment, continuity of operations, and minimal disruption to ongoing initiatives.

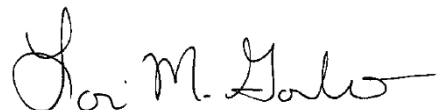
Institutions engage The Registry to:

- Maintain leadership stability during unplanned or planned vacancies.
- Ensure uninterrupted progress on critical projects, budgets, and strategic initiatives.
- Gain objective, external expertise without committing to a permanent hire.
- Provide flexibility while permanent recruitment processes are conducted.

The College engaged The Registry to identify Interim Vice President-CFO services to ensure continuity of financial and operational leadership during this period of institutional transition. Candidates were vetted for relevant experience, familiarity with higher education finance/operations, and the ability to step into the role with minimal onboarding to maintain stability in fiscal and other College operations while the College addresses both short-term needs and longer-term planning. The review process resulted in the identification of Mr. Bradley Mitchell to serve as the Interim VP-CFO in a temporary, contract-based capacity through The Registry for a 10-month term.

RECOMMENDATION:

The College administration recommends a 10-month contract award totaling \$215,000 to The Registry for Interim VP-CFO services, inclusive of salary and placement fees.



Lori M. Gonko, Ed.D.
Interim President