

**HENRY FORD COLLEGE
BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
December 15, 2025**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, December 15, 2025, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:02 p.m. by Chair Mozip.

ROLL CALL

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

II. APPROVAL OF MINUTES

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

- Regular Board of Trustees Meeting – November 17, 2025

III. RECOGNITION AND ACKNOWLEDGEMENTS

Oula Oshaish is an HFC student studying pre-nursing. She began her studies at HFC in the fall 2018 semester by taking ELI classes. Oula has been taking classes towards pre-nursing and found them challenging as English is her second language. Oula thanked the Learning Lab team for all the support they have provided her over the last three years. Oula has worked hard and dedicated her efforts to be someone Henry Ford College can be proud of, just as the College has been a big support to Oula. Oula volunteers her time to assist in the Hawk's Nest food pantry. She has found that volunteering helps her to connect to people at the College and given her skills to help her when she goes into the workforce after graduation.

1. Congratulations to Henry Ford College on being selected as one of only two colleges to pilot the new Open Door program with the Detroit Regional Chamber and the United Way. This grant-funded initiative will bring a dedicated United Way member to campus to assist our Detroit Promise and Detroit Reconnect students with resources such as housing, food, and transportation. A major goal is to remove barriers and build an effective regional support system for long-term student success, even beyond graduation. Nikole Ford Kondraciuk and Reco Spencer are leading this effort at the College.

2. HFC leaders Dr. Michael Nealon and Reuben Brukley presented the College's successful energy transition plan at the Society for College and University Planning conference this fall. Their presentation highlighted how HFC has reduced its carbon footprint by one-half in just under four years and is on track to fully decarbonize in the next 10 years. This initiative also includes a living classroom, which provides students with hands-on learning opportunities.
3. The Henry Ford II Honors Program hosted its 55th Honors Symposium on December 5. This event featured nine student scholars presenting their undergraduate research on a wide variety of topics including conservation, computer programming, culinary arts, sociology, and literature. Each honors student spends a full semester working with a faculty mentor to prepare high-quality research that helps them build a scholarly portfolio and prepare to transfer to a university.

IV. PRESIDENT'S ITEMS

- President Gonko shared that during final exams last week our team members set up tables around the academic buildings to distribute goodies to students for the Good Luck on Finals week.
- President Gonko stated that Honors College Symposium was held on December 5. During this event, Honors students were able to present on projects they had undertaken with a faculty mentor this semester.
- President Gonko attended the Nursing Pinning Ceremony on December 12. Thirty-eight Nursing graduates were in attendance. Trustee Bazzi and Chair Mozip also attended this event. Chair Mozip also provided remarks on behalf of the Board.
- President Gonko stated that the winter 2026 semester begins on January 12. In advance of this, we will be holding our State of the College event on January 7. At this event, we will be sharing College updates and introduce our new teammates. Breakfast will be served starting at 8:30 a.m. and the meeting begins at 9:00 a.m. in the Forfa Auditorium. All Trustees are encouraged to attend.
- President Gonko shared that our winter 2026 enrollment is currently at approximately 104,000 credit hours. This is 91% of our credit hour goal for the winter term. This is an increase of 3.7% above where we were at this time last year. Headcount is also up about 3% with 11,100 students currently enrolled. Dual enrollment is currently about 23% of our student population.
- President Gonko stated that the mid-year budget adjustment is on tonight's agenda. This is being presented a month earlier than typical, largely due to the upcoming retirement of Mr. Bryan Bame, who is our Associate Budget Director. Mr. Bame has been with the College over 11 years. Mr. Bame will be retiring on January 9. President Gonko extended the College's deepest gratitude for his years of service to the College.
- President Gonko shared that the College has launched a new reporting tool in our Institutional Research Department. The tool is called "Informer". This effort has been about nine months in the making and replaces our antiquated system called "Web Focus" that is not traditionally used in higher education. President Gonko

- stated the IR team did a great job of transitioning to this new system.
- President Gonko stated that a proposed contract for a new Learning Management System, called D2L, is on tonight's agenda. This replaces "Moodle" which is our current system. Our Instructional Technology Committee led the effort to identify this new system. President Gonko thanked everyone for their hard work on this effort.
- President Gonko stated that the College's winter break begins soon. She extended her deepest thanks and gratitude to all HFC faculty, staff and the Board Trustees who have provided support during the fall semester.

V. DISCUSSION ITEMS

A. FY2026 Mid-Year Budget Adjustment – Board Report #4793 Associate Director, Bryan Bame

Mid-year budget adjustments are required for the initial FY2026 adopted budget in order to adjust revenue and expenses based upon actual activity for the first six months of the fiscal year.

Total revenue is recommended to be increased by \$3.2M. Tuition increased by \$2.5M. Enrollment was budgeted at the same level as FY2025. However, the Fall enrollment increased by 7.0% and Winter enrollment is anticipated to increase by 4.3%. Summer 2025 enrollment was up by 6.1%. Property taxes are increased by \$700,000 as actual FY2025 receipts exceeded the FY2026 budget by a similar amount.

Expenses have been reviewed and increases for the various categories total \$1.3M. Funding for adjunct faculty is increased by \$500,000 due to the enrollment increase for the year. The \$1.5M in Mandatory Transfers and Purchased Services increase of \$1.7M are related to the additional one-time expenses for replacing our card reader system as well as locker room and classroom technology upgrades. Also, an adjustment for employee vacancies of \$1.5M provides an expense reduction for the year. Deferred maintenance and equipment requirements increased by \$590,000. Other increases totaled \$10,000.

With the recommended adjustments, the net surplus for FY2026 increases from \$490,000 to \$2,390,000.

VI. ACTION ITEMS

A. Citizen Participation

None

B. Special Consideration of an Action Item

Action items 1 and 5 were pulled for a roll call vote.

C. Action to Approve Action Items

Motion to approve action items numbered 1-6, except number 1 and number 5, offered by Trustee Petlichkoff, supported by Trustee Aljahmi, 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.

Action items 1 and 5 were pulled for a roll call vote.

BIDS AND CONTRACTS

1. New Learning Management System (LMS) – Board Report #4794
Interim President Gonko

Move to approve a contract award to D2L for a ten-year agreement totaling \$2,072,885.65 for the implementation, hosting, and support of a D2L Brightspace learning management system.

Trustee Bazzi expressed concern that this is for a ten-year contract rather than a three or five-year contract. President Gonko invited some team members from Academic Services and Purchasing to come up and speak to this as they were a part of identifying the company. President Gonko also shared that from an Academic perspective, the amount of work required to transition from one LMS system to another takes approximately 18-20 months. If we were to choose a three-year contract, half of the contract time would have elapsed by the time we got the program off the ground and faculty engaged in the new system as well as optimization of the tool. President Gonko also addressed Trustee Bazzi's concern that in securing a ten-year contract, with the rapid change in technology, do we want to be locked into this contract. President Gonko stated that in the thorough vetting of a new LMS, D2L stood out because they are on the cutting edge of technological advancements, specifically as it relates to instructional technology. President Gonko also addressed the pricing factor regarding length of contract. The longer-term agreement affords HFC significant savings over the life of the contract, which amounts to approximately \$135,000. Additionally, in selecting the ten-year contract, we receive only very modest increases in pricing each year.

Trustee Petlichkoff asked if we have any assurance that this company will still be in business in years 6-10. Bridget Smith-Botos, Director of Academic Services responded. She shared that this company is about 20 years old and

is the only LMS system that still has the founder serving as the CEO. The team met with the founder while exploring LMS systems. The team was drawn to D2L because they are very focused on the actual instructional technology. They have 200 instructional technology designers on staff. Also, based on faculty feedback, this company is constantly evolving. They are very driven by what faculty want/need and have been very responsive to us. Also, the things they have as standard for this “package” are only available as add-ons with other companies.

Trustee Petlichkoff asked what kind of protections and/or penalties the College would incur if we had to pull out of the contract early. Dan Murray, Purchasing Director, shared that this is a standard contract. Our Legal Services is currently reviewing the contract. They will make sure the College has an out if needed. Standard contracts include a way out for either party. Trustees Bazzi and Aljahmi, as well as Chair Mozip expressed concerns and would also like to have an early termination option based on mutual agreement in the contract. Dan Murray stated he would address this concern with the company. Trustee Bazzi stated he was struck by the length of the contract and difference between the cost of the first year of a five-year contract vs. a ten-year contract. He stated he would feel comfortable if the contract included a clause that, after a certain amount of time, if we are unsatisfied with what the company is providing or if we have compatibility issues, we can entertain other bids. It would provide the College with more security.

Chair Mozip had concerns about who is hosting the implementation of the system. Bridget stated D2L will be hosting the system and we provide internal support. Trustee Aljahmi also wants to add ownership of the data to the contract just in case something changes. He doesn’t want the company to have the ability to use the data against us if we want to terminate the contract.

Trustee Sobh asked what the training process will look like. Victoria stated the company has a full implementation plan and, as far as tools, they have a full training site. They offer free webinars, and self-paced training classes as well as documentation videos. D2L also has a customer success manager who helps us leverage analytics for student retention and faculty usage.

Chair Mozip stated that Canvas did present a lower bid. However, D2L was chosen primarily due to their peer review module. Victoria Bessette stated that it is one of the reasons. However, D2L as a base model is better across the board. Canvas does not have the same capabilities as D2L. Bridget Smith-Botos also noted that when the team first started communicating with D2L, the cost was nearly double. The team worked with feedback groups to reduce the cost.

Trustee Bazzi stated he wants to make sure the contract language gives the College a way out without penalty. Trustee Petlichkoff stated tonight the

Board is only voting on the dollar figure of the contract. However, Chair Mozip stated the Board can direct Purchasing to make sure an out clause is included in the contract. Dan Murray acknowledged this request.

Motion by Trustee Petlichkoff, supported by Trustee Sobh to approve a contract award to D2L for a ten-year agreement totaling \$2,072,885.65 for the implementation, hosting, and support of a D2L Brightspace learning management system passed with a unanimous roll call vote attached.

2. Physics Laboratory Equipment – Board Report #4795
Interim President Gonko

Move to approve a contract award to Pasco Scientific for \$65,004.10 for the purchase of (7) Pasco E/M Apparatuses (\$36,589.57), (7) Millikan Oil Drop Apparatuses (\$19,956.35), seven (7) Digital Photogate Timer System (\$3,676.20), (14) Wave Drivers (\$2,306.30), (14) Large Rod Bases (\$1,876.40), and (14) 25 cm Threaded Rods (\$599.18), and other various items to be used in physics laboratories in accordance with the specifications of Sealed Bid #24385.

HUMAN RESOURCES

3. Staff Recommendations
Vice President Moss Ferguson

Move to approve the following staff appointments:

MariAnn M. Apley, Business with an emphasis on Entrepreneurship Instructor, School of Business, Entrepreneurship, and Professional Development, MA, Step 8, 10 Months, effective 1/07/2026.

Allan A. Farhoud, Accounting Instructor, School of Business, Entrepreneurship, and Professional Development, MA+30, Step 8, 10 Months, effective 1/07/2026.

Selina A. Griswold, Business with an emphasis on Entrepreneurship Instructor, School of Business, Entrepreneurship, and Professional Development, MA+60, Step 8, 10 Months, effective 1/07/2026.

Sri Sai Sreya Sadasivapetkar, Computer Information Systems Instructor, School of Business, Entrepreneurship, and Professional Development, MA, Step 6, 10 Months, effective 1/07/2026.

Susan Barnes, Nursing Instructor, School of Health and Human Services, PhD, Step 8, 10 Months, effective 1/07/2026.

Michael Bell, Electrical Instructor, School of Business, Entrepreneurship, and

Professional Development, MA, Step 8, 10 Months, effective 1/07/2026. This is a temporary full-time assignment. Mr. Bell was temporary full-time during the Fall 2025 semester.

Ambikai Gajan, School of Science, Technology, Engineering and Mathematics, Step 8, 10 Months effective 1/07/2026. This is a temporary full-time assignment. Ms. Gajan was temporary full-time during the Fall 2025 semester.

William Norris, Sociology Instructor, School of Liberal Arts, PhD, Step 8, 10 Months effective 1/07/2026. This is a temporary full-time position. Mr. Norris was temporary full-time during the Fall 2025 semester.

Ken Shepherd, History Instructor, School of Liberal Arts, MA+30, Step 8, 10 Months, effective 1/07/2026. This is a temporary full-time position. Mr. Shepherd was temporary full-time during the Fall 2025 semester.

4. Director of Financial Analysis & Planning

Recommended motion: Move to approve the appointment of Michael Takach to the position of Director of Financial Analysis & Planning, Grade 3, Step 6, of the 2024-2025 HFC Exempt Salary Schedule, effective 12/16/2025.

HUMAN RESOURCES

5. Henry Ford College Presidential Position Profile

Move to approve the presidential position profile as submitted by the Presidential Search Committee.

Trustee Aljahmi provided the Board with updates. All Board members and Committee members were emailed the Code of Conduct for signature. Trustee Aljahmi read aloud the document intended for Trustees.

Trustee Aljahmi noted that in the Advisory Committee, they have had some situations where members are not able to attend a meeting. Previously, the Board agreed that any Committee member who cannot attend will not be allowed to continue as a member of the Committee. This is due to the importance of information shared at each meeting. Trustee Aljahmi asked the Board if they wanted to reaffirm this decision. The precedence has already been set. We cannot replace a member. Trustee Petlichkoff stated that in previous presidential searches, if a committee member missed one meeting, they were no longer able to take part in the Committee. This is because that person would not have the full information to move forward. Trustee Petlichkoff shared that her first two choices for Committee members each could not attend the first meeting and were disqualified from being on

the Committee. Trustee Petlichkoff had to choose an alternate person. Trustee Petlichkoff shared she would be very concerned if the Board changed their decision at this point as she would have liked to have one of her first two choices on the Committee. To be fair, the Board reaffirmed their decision not to allow a committee member who misses a meeting to continue to be on the Committee. The search firm had also agreed.

The Board discussed the nomination process. They agreed that Academic Search will reach out to any person who is nominated for the position and refer them to the Presidential Search website to complete the application process. Academic Search will not vet the person nor provide them with more information than what any other applicant receives. The Board also agreed there will only be one deadline, which is January 30, 2026. This deadline will be for people applying for the position as well as someone who has been nominated.

Trustee Aljahmi sent the Board a proposed timeline for review. This timeline differs on what the Board had originally agreed on. The Board discussed the need for a timeline. Trustees Petlichkoff and D'Ambrosio were concerned it might be rushing the process. Trustee Petlichkoff stated that Academic Search cautioned about being too aggressive with the process as we don't want to lose any quality applicants. Trustee Mozip sees the creation of a timeline as beneficial as it allows everyone to keep track of the progress being made and when to expect an announcement. The Board discussed further and agreed the goal will be to name/hire the new president on April 10 and they also agreed on July 1, 2026, as a start date.

The Board discussed the application process. Chair Mozip read Trustee Zahr's comments as he could not attend tonight's meeting. Trustee Zahr suggested that the term "middle east" be replaced with "Arab world" and in the document, any usage of the term "middle eastern" be changed to "Arab".

Trustee Petlichkoff moved, supported by Trustee Aljahmi that tonight's Board meeting be extended by 15 minutes, passed with a unanimous roll call vote attached.

Before tonight's meeting, Trustee Aljahmi had sent the position profile to the Board members and asked them for their feedback. To clarify, Trustee Aljahmi stated that the position profile is not the same as the job description. The position profile is a higher-level document, and the job description is more detailed. The position profile will inform the job description.

The Board reviewed the "Minimum Qualifications". Trustee Sobh asked for clarification regarding the verbiage under "Qualifications" and the "Minimum Qualifications" that lists an earned doctorate or terminal degree. The Board discussed the bullet point that lists five years of recent senior administrative experience. Chair Mozip read Trustee Zahr's comments about being

concerned with the verbiage "At least five years of recent senior administrative experience" what it means and where the "five years" requirement came from. Trustee Zahr suggested that it be changed to something like "relevant leadership experience". The Board agreed that using the word "relevant" was too vague and each applicant would be left to determine the meaning for themselves. They agreed this verbiage is broader than what was used previously. Tracye Davis shared that some of the Committee members thought it would be too vague if a length of time wasn't included in the amount of experience. They also questioned the omission of community college or higher education experience. The Board agreed to modify the second bullet point to read "At least five years of recent senior administrative experience indicative of leading a comprehensive community college".

The Board reviewed the "Additional Qualifications" portion of the position profile. Chair Mozip asked to add verbiage that indicates a candidate has had experience in fundraising for their institutions. Trustee Bazzi requested that "the ability to address Artificial Intelligence challenges and other emerging academic issues" be added. Trustee Bazzi also suggested adding "experience in leading strategic initiatives to innovate and expand vocational entry programs ensuring alignment with workforce needs." Also, "proven experience in building and sustaining industrial partnerships to outline and expand skilled trades and technical education."

Chair Mozip thanked all Advisory Search Committee members, leadership from Trustees and Tracye Davis's leadership and for delivering everything that the Board had requested on time.

Motion by Trustee D'Ambrosio, supported by Trustee Petlichkoff to approve the presidential position profile as submitted by the Presidential Search Committee, including agreed upon changes by the Board of Trustees, passed with a unanimous roll call vote attached.

6. Technology Investment Fund (TIF) Fall 2025 – Board Report #4792
Interim President Gonko

Move to approve the Technology Investment Fund (TIF) Fall 2025 Proposed Projects as presented in Board Report #4792 at the November 17, 2025, Board of Trustees meeting.

VII. BOARD OF TRUSTEES BUSINESS

A. Acknowledgements of Correspondence

Chair Mozip stated he responded to several emails.

B. Board Committee Reports

- Trustee Petlichkoff provided an update on the Building & Site Committee. The new Trustees have been brought up to date on the changes with the infrastructure. They reviewed all the new details and where the Committee currently stands. They also reviewed the timeline and viewed some preliminary drawings of the exterior of the buildings. Also, we made available in the Board's Teams site the schematic designs as they are currently in draft form.

C. Requests for Information and/or Future Agenda Items

- Trustee Bazzi asked about some of the critical buildings' infrastructure and related costs regarding some of the P-12 buildings. Trustee Petlichkoff stated that, in their small group meeting with Tom Wall and others, about any potential upcoming infrastructure bond proposals that will be going before the voters, the District needs time to prepare documentation. The Board also needs to agree on a vision and a dollar amount and how and when they want to proceed. Trustee Petlichkoff suggested the Board hold a Study Session as the District cannot move at all until the Board agrees on how they want to move forward. The Board agreed that January 5 at 6:00 p.m. will be good for a meeting date.

D. Board Member Commentary

- Trustee Aljahmi thanked the Advisory Search Committee for all their time and work for this Search. This is much appreciated.
- Chair Mozip stated he and his wife, along with others, attended the Foundation's Holiday Dinner. He Thanked Vice President Best for organizing this event. Everyone enjoyed the event.
- Chair Mozip stated he attended the Nursing Pinning Ceremony. It went well and was a very nice event. It is always great to see the success of our students.
- Chair Mozip, on behalf of the Board, offered his best wishes to students taking final exams this week.
- Trustee Petlichkof expressed her sadness over the shooting that happened recently at Brown University as well as in Sydney, Australia.

VIII. FUTURE MEETING DATES

- A. Monday, January 5, 2026, **P-12** Board of Education Study Session, 6:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- B. Monday, January 12, 2026, **P-12** Organizational Meeting, 6:45 p.m. at the Administrative Service Center in the Frank Franchi Board Room
- C. Monday, January 12, 2026, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room

- D. Tuesday, January 20, 2026, **HFC** Board of Trustees Policy Committee Meeting, 6:00 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- E. Tuesday, January 20, 2026, **HFC** Board of Trustees Meeting, 7:00 p.m. at the Administrative Services and Conference Center in the Rosenau Board Room.

IX. ADJOURNMENT

Motion offered by Chair Mozip was unanimously approved by those members present that the meeting be adjourned at 9:45 p.m.

Amer Zahr, Secretary