

**HENRY FORD COLLEGE
BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
March 20, 2023**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, March 20, 2023, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:05 p.m. by Chair Thorpe.

ROLL CALL

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

II. APPROVAL OF MINUTES

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

- Regular Board of Trustees Meeting – February 20, 2023

III. RECOGNITION AND ACKNOWLEDGEMENTS

Recognition and acknowledgement items were read by Dia Camara. Dia is a 2020 graduate of International Academy High School and is currently a Biology major at HFC. He will be completing his associates degree and graduating in May of this year. He currently holds the position of Vice Chair of the HFC Student Council, and is also President of the Animation, Comic, and Gaming Club, and a member of the National Society of Leadership and Success Honor Society.

- The 38th Annual LAND Conference Student Competitions and Exhibition was held on February 23 and 24. Congratulations to the following students who participated in this event.
 - Graphic Design
 - Christopher Namyst, First Place and Publication Award – Graphic
 - Design/Illustration, Digital Media, LAND Program Cover, titled “Awkward Pauses”
 - Jason Donati, Second Place – Graphic Design/Illustration,

- Digital Media, LAND Program Cover, titled “Awkward Pauses”
 - Nathan Abbott, Third Place – Graphic Design/Illustration, Digital Media, LAND Program Cover, titled “Awkward Pauses”
 - Madison Farley, Honorable Mention – Graphic Design/Illustration, Digital Media, LAND Program Cover, titled “Awkward Pauses”
 - 2-D Art
 - Malak Cherri, Second place – 2D, Oil paint titled “Sunkissed Recitation”
 - Fiction
 - Georgia ‘Wren’ Beatty, First prize, creative writing contest, titled “Worms”
 - Creative Non-Fiction
 - Ashley Trent, Third prize, creative writing contest, titled “Land Mines”
 - LAND Student Scholars
 - Zainab Bazoun, titled “Public Transportation in Detroit”
 - Walaa Bazoun, titled “Detroit: The Asthma Endemic”
 - Joel Ferrick, titled “Keep Growing Detroit: A Story of Detroit’s Adversity”
 - Sean Moylan, titled “Blood Libel: From Thomas of Monmouth to Henry Ford”
- Congratulations to the following HFC Mirror News staff for their awards at this year’s MPA Better Newspaper Contest:
 - First Place in the Division 3 - Editorial category to Arlana Cain-Harris for “Remembering Dr. Daher”
 - First Place in the Division 3 - Non-Front Page Design category to Keana Freeman for “The New Black Vanguard: Photography between Art and Fashion.”
 - Second Place in the Division 3 - Investigative Reporting category to Molly Mullen for “Local Animal Shelters Face Serious Crisis.”
 - Second Place in the Division 3 – Sports News/Features category to Lillian Grantham for “Athletic Training is Concern for Some Athletes.”
 - Second Place in the Division 3 - Best Writer category to Tyler Stewart for “‘Squid Game’ Shows Audiences Want More Diverse Asian Representation,” “Natural Organic Reduction: Taking a Dirt Nap for the Planet,” and “Artfully Remaking Horror: ‘Suspiria’ is a Dance Worth Watching Twice.”
 - Honorable Mention in the Division 3 - Editorial category to Anthony Stone for “The Power of Networking.”
- The Hawks men’s basketball team won the MCCA Eastern Conference and followed up by winning the MCCA Championship on March 5. The team completed conference play with an impressive 15-0.

- The men's basketball team won the Great Lakes District B Men's Basketball Championship on March 12, earning a berth to the NJCAA Division II National Championship in Danville, Illinois. The Hawks tip-off as the Number 3 Seed tomorrow at 11 am central vs Arkansas State University Mid-South. Good luck to the Hawks!
- Congratulations to Head Men's Basketball Coach Chris Shepard for being named Great Lakes District Coach-of-the-Year.
- Congratulations to D'Juan Seal for being named Great Lakes District Tournament Most Valuable Player. Also, congratulations to Tyler Mack and D'Quarion Cole for being named to the All-Tournament Team.
- The HFC Roller Hockey Club has received an invitation to participate in the National Collegiate Roller Hockey Association National Championship, to be held April 19-24 at The Rinks-Irvine in Irvine, California. The Hawks are the only community college team competing in the National Collegiate Roller Hockey Association and are seeded 6th in the nation.

Dia introduced Wrestling Coach, Grant Mackenzie, who recognized Xavier Byrne, freshman who was a national qualifier and Jager Kwiatkowski, sophomore, All American, who finished eighth in the country.

IV. PRESIDENT'S ITEMS

- Wished everyone a Happy Spring.
- Acknowledged the following:
 - Nathaniel Edwards, HFC Boiler Operator Specialist, who passed away on March 8, 2023.
 - Mandy Earl, who left HFC to accept a position at the University of Michigan-Dearborn on March 14, 2023.
- Wished Trustee Hussein Berry a Happy Birthday.
- Attended the Detroit Regional Chamber's International Women's Day Luncheon on March 8, 2023 along with Trustee McDonald, Trustee Watts, Vice President DeLong, and Vice President Diamond.
- Brought attention to the new photos of former Board of Trustees and Learn4ward partners in the Rosenau Board Room hallway and Rosenau Board Room, respectively.
- The Lt. Governor Gilchrist visit provided for a great interaction with students. This is the fourth time that Lt. Governor Gilchrist has visited HFC.
- President Kavalhuna and his wife enjoyed the 100th Rotary Gala that was held this past Saturday.
- HFC will host watch parties for the Hawks Men's Basketball team competing this week in the NJCAA National Championship tournament in Danville, Illinois

V. DISCUSSION ITEMS

A. Fiscal Year 2024 Tuition – Board Report #4687
Vice President Satkowski

As the College continues to progress with many program enhancements, HFC needs to be addressing an overall increase in operating costs. With enrollment slightly down for FY2024, state aid expected to be increased by 4%, and inflation at 6% for the forecasted FY2024 year, a minimal tuition increase is being recommended for 2023-2024.

In comparing the College’s rates with other Michigan community colleges (Attachment 1), based upon 2022-2023 rates, the Henry Ford College in-district tuition rate of \$108 is the fourth lowest out of 28 colleges, the out-of-district rate of \$188 is the sixth lowest, and the out-of-state rate is the 18th lowest.

Therefore, with the College’s position in tuition compared to others, it is recommended that rates be adjusted as follows:

	Current	Recommended	Percentage
In-District	\$108.00	\$111.00	2.8%
Out-of-District	\$188.00	\$194.00	3.2%
Out-of-State/International	\$273.00	\$281.00	2.9%

Based on the 2022-2023 tuition rates of the other 27 Michigan community colleges, these proposed 2023-2024 tuition rates would place Henry Ford College at the fourth, seventh, and 19th lowest for in-district, out-of-district, and out-of-state tuition rates respectively even without considering the other community college tuition increases for 2023-2024.. However, per MCCBOA surveys, most colleges will be increasing rates in FY2024. It should also be noted that Henry Ford College is one of only nine colleges that charges for tuition based on credit hours versus contact hours. Charging for tuition based on contact hours often costs students more since contact hours may exceed credit hours in a number of classes. Henry Ford College generally charges most students a lower rate when contact hours exceed credit hours, however, the excess contact hours are capped at five excess contact hours per class for billing purposes.

Vice President Satkowski presented the following informational worksheets: Michigan community colleges planned tuition rates for FY2024; Michigan community colleges district tuition ratings for FY2023; Michigan community colleges combined tuition/fees and property tax per full-time equivalency for FY2023; HFC budget forecast for FY2023 through FY2026; HFC FY2024 tuition increase request; and HFC historic changes in college tuition and fees.

VI. ACTION ITEMS

A. Citizen Participation

None

B. Special Consideration of an Action Item

Item 6 pulled for a roll call vote.

C. Action to Approve Action Items

Motion to approve action items numbered 1 through 5 offered by Trustee Mozip, 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 asked to discuss and vote on separately.

Motion to approve action item 6 offered by Trustee McDonald, supported by Trustee Petlichkoff, passed with a unanimous roll call vote attached.

BIDS AND CONTRACTS

1. Laerdal SimPad PLUS Systems – Board Report #4688 Vice President Satkowski

Moved to approve a contract award to Laerdal Medical for \$51,109.38 for six (6) Laerdal SimPad PLUS Systems, as requested by the School of Health and Human Services in accordance with the specifications of Sealed Bid #22428.

2. Plastic Injection Molding Machine – Board Report #4689 Vice President Satkowski

Moved to approve a contract award totaling \$76,852.00 to Japan Steel Works America for one (1) JSW Injection Molding Machine, Model J50ADS-60U as requested by the Workforce and Professional Development Division in accordance with Japan Steel Works America Proposal #Q2203910R0/01 R.1 dated March 1, 2023.

3. Elevator Maintenance Services – Board Report #4690 Vice President Satkowski

Moved to approve a contract award to Otis Elevator Company. for \$51,660.00 for an Elevator Maintenance Service contract as requested by

Facility Services, in accordance with the Otis Elevator Proposal #QTE-0016139242 dated March 15, 2023.

BOARD-ADMINISTRATIVE SERVICES

4. Naming Opportunity – Naming of Physical Property – Rick L. Goward –
Board Report #4691
Vice President Best

Moved to approve the Band Room (F-110) in the MacKenzie Fine Arts Center (Building F) be named the Rick L. Goward Band Room.

5. Naming Opportunity – Naming of Physical Property – John McDonald –
Board Report #4692
Vice President Best

Moved to approve the Student and Culinary Arts Center (Building M) be named the John McDonald Student and Culinary Arts Center.

6. Calling for a Closed Session
Chair Thorpe

Motion offered by Trustee McDonald, supported Trustee Petlichkoff, to enter into a closed session to consider security planning to address or prevent potential threats to the safety of the students and staff pursuant to MCL 15.268 (K) (iv), passed with a unanimous roll call vote attached.

Regular meeting suspended: 8:00 p.m. Meeting resumed: 9:14 p.m.

VII. BOARD OF TRUSTEES BUSINESS

A. Acknowledgements of Correspondence

Chair Thorpe stated that an email was received earlier today regarding the SSA.

B. Board Committee Reports

Trustee Watts reported that the Policy Committee met prior to this meeting and discussed the following:

- Cleaning up and adding items to the Board of Trustees operating manual that speak to the various definitions of bylaws and policies. The manual will be a summary document for Trustees and be part of Board of Trustees orientation. The manual will include a page with of various academic acronyms used at HFC and the DPS.

- Will request an update from Dickinson-Wright on the percentage of policies that have been tackled in their policy review thus far.
- Reviewing the Conflict of Interest and Conflict of Commitment policies for Trustees is a more in-depth process than what was anticipated
- Following policies were discussed:
 - HFC Foundation
 - Trust and Agency Fund
 - Audit
 - System of Accounting

Trustee Petlichkoff stated that the City Relations Committee will be meeting April 5. This is a "think tank" committee that includes representatives from the city of Dearborn, DPS, and the College. Requests for items to be added to the agenda should be sent to Trustee Petlichkoff.

C. Requests for Information and/or Future Agenda Items

Trustee Berry asked for a report and update on scholarships. Chair Thorpe asked the report include information on scholarships for incoming students and students transferring to four-year institutions.

Chair Thorpe asked how the idea to expand childcare on campuses by the state would impact HFC since there already is a childcare center on campus.

Trustee Mozip asked for a report on student activities post COVID and what the College is doing to prepare students for involvement in extra-curricular activities.

D. Board Member Commentary

Trustee McDonald announced the Women's Recognition Luncheon will be in person this year on March 31 starting at 11:00 a.m. All proceeds will benefit the Student Outreach and Support office.

President Kavalhuna congratulated Andi Goward, Denise McDonald, and their family and friends, on the unanimous approval by the Board of Trustees in the naming of the Rick L. Goward Band Room and the John McDonald Student and Culinary Arts Building. President Kavalhuna added that these actions give life to the memory of the late Rick Goward and John McDonald.

Trustee Petlichkoff added that she is grateful that the Board of Trustees could show their appreciation for both of these men who had such strong personalities.

VIII. FUTURE MEETING DATES

- A. Tuesday, March 21, 2023, **P-12** Board Study Session, 5:30 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- B. Monday, April 10, 2023, **P-12** Policy Committee Meeting, 5:00 p.m. at the Administrative Service Center in the Superintendent's Conference Room.
- C. Monday, April 10, 2023, **P-12** Finance Committee Meeting, 6:00 p.m. at the Administrative Service Center in the Superintendent's Conference Room.
- D. Monday, April 10, 2023, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- E. Monday, April 17, 2023, **HFC** Board of Trustees Policy Committee Meeting, 6:00 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- F. Monday, April 17, 2023, **HFC** Board of Trustees Meeting, 7:00 p.m. at the Administrative Services and Conference Center in the Rosenau Board Room.

IX. ADJOURNMENT

Motion by Chair Thorpe was unanimously approved by those members present that the meeting be adjourned at 9:14 p.m.

Irene Watts, Secretary