

**HENRY FORD COLLEGE  
BOARD OF TRUSTEES MEETING  
5101 Evergreen Road  
Dearborn, Michigan 48128  
(313) 845-9650**

**MacKenzie Fine Arts Center  
Sisson Gallery**

**April 15, 2024  
7:00 p.m.**

**I. CALL TO ORDER AND ROLL CALL**

Patrick D'Ambrosio	_____	James Thorpe	_____
Roxanne McDonald	_____	Irene Watts	_____
Adel Mozip	_____	Chair Hussein Berry	_____
Mary Petlichkoff	_____		

**II. APPROVAL OF MINUTES**

A. Approval of Minutes for the following Board of Trustees Meetings

- Regular Board of Trustees Meeting – March 18, 2024
- Board of Trustees Policy Committee Meeting – March 18, 2024
- Board of Trustees Building & Site Committee Meeting – April 1, 2024

Recommended action: Make any necessary corrections and move to approve these minutes.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

**III. STUDENT PRESENTATION**

**IV. PRESIDENT'S ITEMS**

**V. DISCUSSION ITEMS**

- A. Proposed Fiscal Year 2024-2025 Budget – Board Report #4737  
Vice President Satkowski

**VI. ACTION ITEMS**

A. Citizen Participation

*Citizens wishing to address the Board on agenda and non-agenda items for action who have submitted a blue card by 7:10 p.m. to the Secretary may speak at this time. The Board may not be in a position to respond to non-agenda items; therefore, speakers should not anticipate an immediate response to their comments or questions. For the benefit of all concerned, do not mention the names of students or College employees. Please limit comments to three minutes. If during those three minutes the comments become personally directed, abusive, obscene, or irrelevant, your public comment time may be interrupted or ended.*

B. Special Consideration of an Action Item

Secretary comments: *“Are there any action items on this agenda which Board members or the President wish to discuss and vote on separately? If there are, we will exclude these from the action below.”*

C. Action to Approve Action Items

Background information: At this time, the Secretary will call for a single action to approve all the action items on this agenda except for items excluded from this action by Board member request.

Recommended action: Move to approve action items numbered 1 through 8 as recommended in this agenda, except for \_\_\_ (if necessary).

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

D. At this time, the Secretary will return to any agenda items which Board members asked to discuss and vote on separately.

**BIDS AND CONTRACTS**

1. Apple iMac Computer Systems – Board Report #4738  
Vice President Satkowski

Recommended action: Move to approve a contract award to Apple, Inc. for \$43,779.80 for the purchase of (20) Apple iMac 24-inch Computers with Pro Apps Bundle for Education software requested by the Music department, in accordance with Proposal #2111606945 dated March 14, 2024.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

2. Steelcase Furniture – Board Report #4739  
Vice President Satkowski

Recommended action: Move to approve a contract award to NBS Commercial Interiors for \$32,537.64 for the purchase and installation of Steelcase furniture requested by the faculty of the School of Business, Entrepreneurship, and Professional Development (BEPD), in accordance with Quote # 367592 dated March 18, 2024.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

3. Chromebooks and Data Plans – Board Report #4740  
Vice President Satkowski

Recommended action: Move to approve a contract award totaling \$86,700.00 to T-Mobile For Government for (300) Acer 511 LTE Chromebook Laptops and associated Data Plans for internet connectivity, as requested by the Office of Academic Affairs in accordance with T-Mobile quote dated April 1, 2024.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

4. Imaging Technology (Radiography) Lab Renovation – Board Report #4741  
Vice President Satkowski

Recommended action: Move to approve a contract award to D & S Contractors for \$34,179.00 for the Imaging Technology (Radiography) Laboratory Renovation project, as requested by Facility Services in accordance with the specifications of Sealed Bid #23079.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

## **BOARD-ADMINISTRATIVE SERVICES**

5. Board of Trustees Policy Updates  
Trustee Mozip

Background information: On March 18, 2024, the HFC Board of Trustees Policy Committee discussed and reviewed changes to the following policies:

- Policy 3400 – Insurance
- Policy 3450 – Safekeeping of Funds
- Policy 2250 – Investment Income
- Policy 6550 – Health & Safety
- Pregnancy Workers Fairness Act (PWFA)

Recommended for Recission

- Policy 3500 – Joint Self-Insurance Pool (combined with Insurance Policy)
- Policy 3300 – Control of Chronic Communicable Diseases and Blood Borne Pathogens (combined with Health and Safety Standards)
- Policy 3350 – General Safety Procedures (combined with Health and Safety Standards)
- Policy 6400 – Universal Precautions (combined with Health and Safety Standards)
- Policy 6450 Control of Blood Borne Pathogens (combined with Health and Safety Standards)
- Policy 2600 – Petty Cash (no longer needed)
- Policy 2950 Funds for Advertising and Promotion (included in the Purchasing Policy)
- Policy 3600 – Circulation of Periodicals (obsolete)

Recommended action: Move to approve the changes to the following policies:

- Policy 3400 – Insurance
- Policy 3450 – Safekeeping of Funds
- Policy 2250 – Investment Income
- Policy 6550 – Health & Safety
- Pregnancy Workers Fairness Act (PWFA)

Recommended for Recission

- Policy 3500 – Joint Self-Insurance Pool (combined with Insurance Policy)
- Policy 3300 – Control of Chronic Communicable Diseases and Blood Borne Pathogens (combined with Health and Safety Standards)
- Policy 3350 – General Safety Procedures (combined with Health and Safety Standards)
- Policy 6400 – Universal Precautions (combined with Health and Safety Standards)
- Policy 6450 Control of Blood Borne Pathogens (combined with Health and Safety Standards)
- Policy 2600 – Petty Cash (no longer needed)
- Policy 2950 Funds for Advertising and Promotion (included in the Purchasing Policy)
- Policy 3600 – Circulation of Periodicals (obsolete)

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

**VII. BOARD OF TRUSTEES BUSINESS**

A. Acknowledgements of Correspondence

- B. Board Committee Reports
- C. Requests for Information and/or Future Agenda Items
- D. Board Member Commentary

## **VIII. FUTURE MEETING DATES**

- A. Monday, May 13, 2024, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- B. Monday, May 20, 2024, **HFC** Board of Trustees Policy Committee Meeting, 6:00 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- C. Monday, May 20, 2024, **HFC** Board of Trustees Meeting, 7:00 p.m. at the Administrative Services and Conference Center in the Rosenau Board Room.

## **IX. ADJOURNMENT**

Note: Meetings of the Board of Trustees will end no later than 9:30 p.m. unless a majority of Board members votes to extend the meeting by fifteen (15) minutes.

*Individuals who wish to attend the Board of Trustees meeting and require special accommodations should contact the Office of the President at (313) 845-9650. Two days advance notice would be appreciated.*