

**HENRY FORD COMMUNITY COLLEGE  
REGULAR BOARD OF TRUSTEES MEETING  
DEARBORN, MICHIGAN  
APRIL 21, 2014**

**I. CALL TO ORDER**

The regular meeting of the Henry Ford Community College Board of Trustees was called to order on Monday, April 21, 2014, at the Henry Ford Community College Administrative Services and Conference Center at 7:03 p.m. by Chair Berry.

**ROLL CALL**

On roll call, the following were present: Trustees Guido, Lane, McDonald, Schoelles, and Chair Berry. Trustee Adams phoned in to the meeting. Trustee Schoolmaster was absent. There being a quorum, the meeting was declared in session.

**II. APPROVAL OF MINUTES**

Resolution offered by Trustee Schoolmaster and supported by Trustee McDonald was adopted with unanimous approval attached that the following minutes of the Board of Trustees be approved:

Closed Session – March 17, 2014  
Regular Meeting – March 17, 2014

**III. PRESIDENT'S ITEMS**

- President Jensen introduced Vice President Satkowski who reviewed Cash Flow and General Fund Budget worksheets with Trustees.
- An article featuring HFCC entitled "Community College Quiz: What's in a Name?" was published in *The Wall Street Journal* April 21, 2014 edition.
- TIF Magic Planet Report as requested by Trustee Guido and History of TIF Projects from September 2010 worksheet was included in Board packets this evening.

Najib Alawan, Student Council Vice President, recognized the following:

- ★ Honors Student, Diana Jomaa, winner of the Jack Kent Cooke Scholarship
- ★ HFCC/Dearborn Police Intern Program
- ★ Dina Dagher, International Student Advisor, Recipient of the Walsh College Presidential Scholarship
- ★ HFCC ranked in the top 19 percent as one of the Safest Community Colleges in the Country by StateUniversity.com

**V. SPECIAL REPORTS**

**A. Student Council – Board Report #4043 – Vice President Coprue**

The purpose of HFCC's Student Council is:

- To enhance the quality of student life through effective representation of the HFCC student body.
- To provide an organized means of expression for HFCC students.
- To represent the students' perspective on various College committees as they pertain to students' interests.

The goals of the council for the 2013-14 academic year were:

- To increase student engagement as measured by the offering of, and student attendance at, an increased number of campus events.
- To advocate for students by addressing issues identified by the student body in regards to areas in need of improvement on campus.
- To increase student representation in college committees, where appropriate.

### **Student Engagement**

To achieve increased student engagement, the following activities were developed:

- Student Appreciation Days
- Harvest Charity Ball
- Sporting Events – Students vs. Faculty/Staff Wiffleball and Kickball Games
- Safety Week

### **Student Advocacy**

Throughout the year, Student Council requests and receives feedback from students regarding their experiences at HFCC. Below is a listing of issues forwarded by the student body and the Student Council's response:

- Student Council worked with Facilities Services to address complaints of restroom cleanliness and the lack of ADA compliant bars in certain restroom stalls across campus.
- Student Council met with the Director of Campus Safety to communicate complaints regarding aggressive driving in parking lots.
- Student Council met with the Director of Food Services to offer suggestions regarding the Skylight Cafe's menu offerings. These include requests for healthier menu options, including offering vegan/vegetarian friendly fare. Complaints regarding pricing and customer service were also communicated.

### **Student Representation**

Student Council representatives participated in the Shared Leadership Committee convened to review and revise the College's mission, vision, values, and organizational structure. A representative also sat on the Facilities Master Planning Committee considering the Henry Ford Early College move to main campus. The representatives reported that participating on these committees afforded them valuable insight and experience working on "real-world" issues

### **Leadership Development**

Moving into the next academic year, incoming and outgoing Student Council members will participate in an off-site, two-day leadership retreat. The focus of this retreat will be to orient new members, work on team-building exercises, and plan activities for the 2014-15 academic year.

Beginning in fall 2014, Student Council will begin a formal working relationship with the leaders of HFCC's student clubs and organizations. In an effort to more effectively serve students, this group will identify opportunities for collaboration and extend Student Council's outreach to the student body.

#### **Student Council Constitution**

As required every three years, the Student Council reviewed and approved their Constitution, without updates or changes.

We are pleased to share with the Board of Trustees that the 2013-14 academic year has been one of the busiest and most productive in recent years. With the continued support of the institution, we look forward to continuing a tradition of enriching campus life, addressing student concerns, and developing student leadership skills.

In May 2008, the Board of Trustees approved an addendum authorizing funds for Student Council use. Vice President Copprue introduced Student Council President, Tia Horner, who gave a PowerPoint presentation on Student Council events that have taken place as a result of the funding. Vice President Copprue also acknowledged Student Council Faculty Advisor, Amy Ducher, who has been a phenomenal advisor and mentor to the students.

#### B. Honors Program – Board Report #4044 – Vice President Pierner

The Henry Ford II Honors Program offers a challenging and demanding academic program in which **students and faculty form a learning community**. Students are expected to excel academically as they develop their skills in composition, speech, independent research, and critical thinking. Henry Ford II Honors Program faculty members challenge students to explore their intellectual interests and potential. Students also work closely with **assigned faculty mentors** to gain admission to four-year transfer institutions of their choice, and identify and apply for transfer scholarships.

The **administrative structure** of the Honors Program promotes an inter-disciplinary vision. The Director and the Assistant Director form an academic team that by design represents two seminal academic perspectives: 1) the hard sciences, and 2) the humanities and social sciences. The members of the Honors Council (who are selected from the major academic Divisions of the college) collaborate with the Associate Dean and the Vice-President to oversee the administration of the Program.

The Henry Ford II Honors Program at HFCC offers students a structured program consisting of **core courses and requirements** in the humanities, English composition, science, math, and foreign language. In addition, the program is designed to teach students to think critically and conduct research through various methods, including the use of libraries, computer databases, and the Internet. In addition to learning through course work, students are required to enhance their education by performing **fifteen hours of service** on campus each semester. In 2013 the State of Michigan's Liberal Arts Network for Development awarded the HFCC Honors Program its award for **Institutional Excellence**.

In their second year, students work one-on-one with highly motivated Honors faculty members in the unique setting of **Honors Directed Studies**. In Directed Studies, students research subjects in depth under the supervision of Henry Ford II Honors Program instructors. Students are encouraged to work on projects that can be **presented or published**. Those in the performing or creative arts are encouraged to work on projects that can be exhibited, performed, or broadcast. Second-year students also enroll in the capstone course "**Great Works**."

The Henry Ford II Honors Program recruits students from the **Detroit metro area**, which includes European Americans, African Americans, Latino Americans, and Asian Americans, as well as students from Dearborn's significant Arab American population. **International students** have participated from countries such as the Ivory Coast, Benin, China, Vietnam, Mexico, Lebanon, Iraq, Yemen, Syria, Jordan, Egypt, Morocco, Brazil, Rumania, and Albania.

Graduates of the Henry Ford II Honors Program have gone on to **major institutions of higher learning** including the University of Michigan, Wayne State University, Eastern Michigan University, Western Michigan University, Michigan State University, Grand Valley University, Ferris State University, University of Detroit Mercy, Marygrove College, Lawrence Technological University, Harvard University, College for Creative Studies, Indiana University, Drexel University, State University of New York, University of Southern California, Texas A & M University, Connecticut College, Cornell University, and University of Wisconsin.

Many HFCC Honors Program graduates have been the recipients of **transfer scholarships**. These awards include the Presidential Scholarship at Wayne State University, Phi Theta Kappa Transfer Scholarship at the University of Michigan, Jack Kent Cooke Scholarship, Michigan Grant at the University of Michigan, Regents Scholarship at Eastern Michigan University, Jesuit Founders' Scholarship at the University of Detroit Mercy, Phi Theta Kappa Transfer Scholarship at the University of Detroit Mercy, All USA Transfer Scholarship, and Coca-Cola Transfer Scholarship.

The Honors Program maintains **high admissions standards** that cultivate an accomplished and dynamic learning community. Secondary school applicants must have a 3.5 (unweighted) grade-point average and an ACT composite score of 26 or higher. Current HFCC student applicants must have achieved and maintain cumulative 3.5 grade-point average. In collaboration with the Dearborn Public School System, the HFCC Honors Program in 2013 designed an admissions process to accommodate the enrollment in the Honors Program of qualified candidates from two distinctive Dearborn Public Schools educational programs: the Early College and the Collegiate Academy. A limited number of **scholarships** covering tuition and based solely on *merit* are available to qualified students. Successful applicants to the program are automatically considered for scholarships.

The HFCC Honors Program seeks to inspire students to explore themselves and their world not only while on campus, but also in the years beyond, as their lives unfold. **Graduates** frequently comment on the enduring significance of their education in the HFCC Honors Program. Two reflections by alumni regarding the resonance of the

Great Works course crystallize the point and serve as appropriate punctuation for this report:

*The Great Works class has been one of the greatest moments in my life. Reading the books, discussing them in class with my friends, thinking about them in moments of reflection helped me to advance my immature vision of the world and profoundly instigated my intellectual curiosity. . . . Invisible Man for me was in many ways a portrait of my own life, the struggle for an education, having to force open many doors shut on our faces, invisible to the rest of the world, struggling for our right to humanity. Of course, it is unfair to mention Ellison's book without mentioning Virginia Woolf's A Room of One's Own. Reading her book touched me deeply. Many times I felt so near to her that I had to put down the book and catch my breath, only to pick it up again and feel her guiding me through the beauty and perfection of her writing , and, at the same time, the darkness of her life.*

Cristina Jose Toledo-Cornell [Currently, Dr. Toledo-Cornell serves as an internal medicine physician at Brigham and Women's Hospital in Boston, MA.]

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*The Odyssey was, or rather is, for now, my favorite book. But again, it is very hard to say, because my focus might change again in three months (for all I know, I might take a class in which I'll read St. Augustine [again], and that will be my favorite then. Not to mention that last semester, when I took a class in Evolution [at U of M, Ann Arbor], for which I read some Darwin again, his was my favorite book. The beauty of the [HFCC Great Works] class and the books we read stands precisely in the fact that there was not any "favorite book," but each was a dot, if you will, in the constellation of our knowledge, and that each dot has been expanding and will continue to expand, and sooner or later will connect with others.*

Ardeta Gjikota [Currently, Ms. Gjikota is completing her Ph.D. thesis in the History of Science at Harvard University.]

Vice President Pierner introduced Associated Dean of Communications, Katherine Grahl, who indicated that the transition of Michael Daher and Laura Yeakel as director and assistant director of the Honors Program from Nabeel Abraham who retired was seamless. She then introduced Michael Daher who gave an overview slide presentation of the Honors Program. Dr. Daher introduced the following faculty and students who gave remarks on their Honors Program experiences: Paul Fisher, faculty member, and Adeje Chamas, student, spoke on the Honors 151: Exploring Health and Health Care Colloquium class; Jennifer Ernst, faculty member, and Martin Cabrera, student, spoke on the Honors Great Works class; Kevin Trovini, faculty member, and Ibrahim Nadeem, student, spoke on the Honors English 131 class; Geraldine Grunow, faculty member, and Susanna Beydoun, student, spoke on the Honors English 132 class; and Linda Brandt, faculty member, and Imane Rhaleb, student, spoke on the Honors 231 Directed Study class. Dr. Daher introduced Laura Yeakel who spoke on Honors alumni and then introduced Briana Klutz and Jassim Younis who their perspectives as former Honors Program students. Vice President Pierner stated that the College is making headway in celebrating the Honors Program as evidenced by initiating a special cord for Honors Program students at

commencements, and Honors Program stamp on transcripts, and also that Dr. Yeakel is currently working on an Honors Program diploma.

Trustee Lane said the spread of disciplines is marvelous and inquired as to the size of the cohort. Dr. Daher replied that it ranges from 45-70 students. This year the cohort is in the low 50s.

C. Ford ASSET Program – Board Report #4045 – Vice President Pierner

Automotive Student Service Educational Training (ASSET) is a 2-year college program leading to an Associate Degree in Automotive Service Technology. The program is a joint effort of three organizations: Ford Motor Company, Ford and Lincoln dealers, and Henry Ford Community College. Graduates of the program also receive Ford Motor Company Service Technician Specialty Training (STST) credentials that are awarded technicians who attend Ford Motor Company Training Centers.

The ASSET program is not an open enrollment program. The lead instructor of the program is responsible for directly recruiting students to apply to the program. Each student must be matched with a sponsoring Ford or Lincoln dealership, a process overseen and managed by the lead instructor of the program. The program enrolls 20 to 24 students every two years. The students move through the program as a cohort.

The program is a model of a joint industry/educational institution training program. Students spend eight weeks in HFCC classrooms and the auto lab on campus. This is followed by eight weeks of full-time work in the sponsoring dealership's repair facility. This pattern is repeated throughout the two years of the program. The HFCC instructor is responsible for going out to the dealerships to monitor the student's experience at the dealership and work with the dealerships to ensure program goals are being met. Importantly, upon graduation the student is almost always employed as a service technician at the sponsoring dealership. Graduates also find employment with Ford Motor Company.

The HFCC ASSET program is one of just 38 ASSET locations in the country. It is the only one located in the State of Michigan.

ASSET is structured around an intimate learning environment. Instruction consists primarily of kinesthetic experiences in the automotive lab with Ford relevant diagnostic equipment. As the class sizes are limited to 24 students and there is only one instructor, students are provided with an individualized experience; including guidance, registration for classes, monitoring their progress through onsite dealership visits and strong communication with dealer sponsors.

The Automotive Service (ASSET) program is fully certified by the National Institute for Automotive Service Excellence (ASE), the National Automotive Technicians Education Foundation (NATEF) Board and is fully accredited in all Ford Motor Company STST credentialing areas.

### **Programs Certified by the (NATEF)**

The National Automotive Technicians Education Foundation is a non-profit organization. The primary mission of NATEF is to improve the quality of automotive technician training programs nationwide through voluntary certification.

The ASSET program completed the NATEF re-certification process in the Fall 2013 and has been certified as a program level: Master Automobile Service Technology, the highest category of program certification that NATEF offers. This re-certification will expire 12/2018.

Master Automobile Service Technology certification includes all eight areas:

- Automatic Transmission & Transaxle
- Brakes
- Electrical Electronic Systems
- Engine Performance
- Engine Repair
- Heating and Air Conditioning
- Manual Drive Train & Axles
- Suspension & Steering

Ford ASSET program requires every instructor to maintain ASE certification in all areas of assigned instruction, and must attend 20 hours of update training annually. ASSET instructors must also maintain their Ford credentials by completing all updated web based courses and attend update training at a Ford Training Center. The 20 hours of training must be germane to the areas of certification that the individual is teaching.

### **Automotive Lab**

The laboratories are equipped with the latest equipment being used to service late model Ford and Lincoln automobiles. The laboratories maintain a representative collection of engines, chassis, transmissions, rear axles, and considerable testing equipment being used in Ford and Lincoln dealerships. Components and vehicles are supplied by Ford. Software and diagnostic equipment for the program is also provided free of charge.

### **Historical Enrollments**

The first ASSET class started in Fall 1988 and the first cohort's graduation was May 1990. There have been 13 cycles to date. Enrollment for ASSET #14 starting August 2014 has already begun and is expected to be strong. Demand for ASSET graduates remains high. HFCC has received inquiries about graduates from as far away as Montana and the Dakotas. There 137 Ford and Lincoln dealers in Michigan alone that employ in excess of 1400 technicians. Even a modest growth of 5% will require 70 new Ford credentialed technician.

Vice President Pierner introduced Gary Heinz, lead ASSET faculty member, and Kristopher Young, who will be replacing Mr. Heinz as he phases out of the program. Mr. Heinz gave a PowerPoint overview of the program and was accompanied by ASSET program students, Jack Flynn, John Polonchan and Teil Smith, who were present to answer any questions Trustees might have.

Trustee Guido asked who paid for the tuition. Mr. Heinz responded that the student pays tuition and gets paid by the dealership for hours worked.

Trustee Schoelles said the program offered the incredible benefit of providing education and experience at the same time.

Trustee McDonald asked if there were plans to expand the program as even a modest amount of growth would require a tremendous amount of technicians. Mr. Heinz replied that the plan is to double the cohort.

D. Shared Leadership – Board Report #4046 – President Jensen

In December, 2013, as directed by the Board of Trustees, the Shared Leadership Task Force was formed. The Task Force, comprised of members from all major constituent groups on campus, was charged with the following: refresh the College's mission, vision and values; update the College Constitution; and develop and recommend to the Board of Trustees the best shared leadership model for the College. Membership of the Task Force and their affiliation includes:

Najib Alawan, Student Council  
Thomas Anderson, Adjunct Faculty  
William Barber, Senate  
Mary Beck, Adjunct Faculty  
Reuben, Brukley, Support Staff  
Al Burrell, Administrator  
Becky Chadwick, Cabinet  
Betsy Cohn, Faculty  
Kevin Culler, Administrator  
David Cunningham, Administrator  
Cynthia Eschenburg, Cabinet  
Paul Fisher, Constitutional Revision Task Force  
Terrilyn Hagen, Support Staff  
Tia Horner, Student Council  
Stanley Jensen, President  
Jeffrey Morford, Faculty  
David Murphy, Engineer  
William Norris, Adjunct Faculty  
Tracy Pierner, Cabinet  
Eric Rader, Faculty  
John Satkowski, Cabinet  
Joe Zitnik, Support Staff

Over the past five months, in order to complete the assigned tasks, the Shared Leadership Task Force met seven times as a group and individually several other times as members of sub-committees. The Task Force began by establishing a charter that outlines the purpose and mission, guiding principles, desired outcomes and roles, responsibilities and norms in which all members agreed to and signed (Attachment A). Promoting student success, providing transparency and inclusiveness, realizing that all governing bodies act as in an advisory capacity



according to State statute and law were the main guiding principles to Task Force work.

Early in the new year, the Task Force revised the College mission, vision and values and then focused their remaining times on establishing the framework and language for a shared leadership model. In developing a new structure that includes all members of the College community, the Shared Leadership Task Force has sought to balance inclusivity with recognition of area expertise and the need for efficiency in decisions and actions. After researching and discussing various other institutions' organizational and governance/leadership structures, the Task Force identified the need to establish three main Councils according to function and expertise: the Operations Council, Academic Council (a combination of Faculty Senate, Academic Affairs Council, and four supporting areas) and the Coordinating Council. The Coordinating Council is a new cross-functional body, whose function is to facilitate communication and coordination between the Student, Academic and the Operations areas and to track, document, and make easily accessible new or amended policies and procedures. Additional governing bodies including the Operations and Faculty Organizations were also created in efforts to provide further opportunity for input and collaboration. (Attachment B).

In the revised draft of the Henry Ford Community College Constitution (Attachment C), the Task Force has captured the purpose, responsibilities and membership of the three Councils and other leadership structures, outlines the major operating principles, and makes clear, according to state statute, the roles and responsibilities of the Board of Trustees and President in College governance. The Task Force will continue to meet to capture the necessary concepts and finalize the language of the Constitution by the end of the Fall term.

President Jensen introduced Executive Director Chadwick, who thanked Chair Berry, Trustee Lane and Trustee McDonald for their participation in the Shared Leadership Task Force meetings. Marilyn Opdyke who served as facilitator for the majority of the meetings was introduced to the Board and then the following representatives spoke on behalf of the three Councils: Reuben Brukley, facility leader, gave an overview of the Operations Council structure and function; Al Burrell, Assistant Director of IT, spoke on the Coordinating Council; and Mary Beck, faculty member, spoke on the Academic Council and Faculty Organization. Executive Director Chadwick indicated that language needed to be finalized and should be completed by November 2014.

Trustee Adams inquired as to how members would be chosen for the councils and the length of terms. Executive Director Chadwick indicated that the councils, individually, would determine who served and the length of term.

Chair Berry thanked the Task Force members for all the hard work, time and effort they put into serving on this important issue.

## **VI. DISCUSSION ITEMS**

- A. Proposed Technology Investment Fund Projects – Board Report #4047 – Vice President Satkowski

Listed below are summaries for three projects recommended for funding by the Technology Investment Committee (TIC). The listing of projects does not indicate any order of ranking or other method of prioritizing requests.

<b>Project Director Division/Department</b>	<b>Nature of Request</b>	<b>Approved Funding</b>
George Popovich Theater	Purchase of new computers to update the Virtual Theatricality Lab.	\$17,500
Bonnie Jobe Health & Physical Education	Purchase of new aerobic equipment and flat screen TV for weight room.	\$19,000
Adam Cloutier Teaching & Learning Support Services	Purchase of data projectors and computers to update the Library Media Center and 22 classrooms.	\$61,040
	<b>Total Funds</b>	<b>\$97,540</b>

The Technology Investment Committee held an open meeting on March 28, 2014, to hear presentations from divisions/departments requesting funds. The committee recommended the three proposals for funding. The three projects have also been reviewed by College administration which offers its support. The total value of the three TIF projects for which the committee is recommending is \$97,540.

**RECOMMENDATION:**

The College administration concurs with the Technology Investment Committee and recommends that three projects be approved for funding by the HFCC Board of Trustees.

Vice President Satkowski informed the Board that there was a reduced amount of funding (\$100,000) this year due to budget constraints. This year the funds are being coordinated with Perkins funding and with the ongoing technology update plan being under taken by Adam Cloutier, Interim Director of Teaching and Learning Support Services.

Trustee Lane inquired as to whether the committee takes into account who has previously asked for funds and the amounts they have been awarded when making decisions. Vice President Satkowski asked Scott Barnett, TIC Chair, asked by Vice President Satkowski to respond replied that the committee does look at past recipients as well as evaluations, student counts, and various other factors.

**VII. ACTION ITEMS**

A. Citizen Participation

John McDonald, representing HFCC Federation of Teachers AFT Local 1650 spoke on items to be acted upon, 1) Employee Compensation Study and 2) "Shared Leadership" report.

Tom Anderson, representing AFO, spoke on Shared Leadership.

Eric Rader, representing HFCC Faculty, Political Science, spoke on Shared Leadership Task Force.

Marilyn Opdyke, representing Opdyke Consulting Group, spoke on Shared Leadership Task Force.

William Norris, representing Adjuncts, spoke on Shared Leadership/Board Report 4046.

Betsy Cohn, representing Full-Time Faculty, spoke on Shared Leadership Task Force and "Proposed" Structure.

Tim Seguin, representing himself, spoke on Shared Leadership

Chair Berry asked for a motion to extend the meeting fifteen minutes, Trustee Schoelles moved to extend the meeting fifteen minutes, Trustee Guido seconded. All were in favor.

B. Special Consideration of an Action Item

Action item 1 was pulled from the agenda for further discussion. Action items 13, 14 and 15 were pulled for roll call.

C. Motion to Approve Action Items

Resolution offered by Trustee Schoelles and supported by Trustee Adams was adopted with unanimous approval attached to move that action item numbers 2 through 12 be approved as recommended.

**FINANCE**

1. Marketing Communications Services for TAACCCT Grant – Board Report #4048 – Vice President Satkowski

Trustee Lane asked if ten percent of the DOL grant is a reasonable amount to spend on marketing. Vice President Pierner indicated that this was a critical component of what the College said it would do when applying for the grant.

Move that the award of the contracts as listed in Board Report #4048 for Marketing Communications Services for the TAACCCT Grant Project totaling \$1,448,000, in accordance with the specifications of Request for Proposal #14179R, be approved.

2. Employee Compensation Study – Board Report #4049 – Vice President Satkowski

Move that the award of a contract to Findley Davies, Inc. in the amount of \$129,000 for an Employee Compensation Study, in accordance with the specifications of RFP #14379R, be approved.

3. Hosting Services for Strategic Planning Software – Board Report #4050 – Vice President Satkowski

Move that the award of a contract to Strategic Planning Online LLC in the amount of \$27,499 to provide Strategic Planning Software and Hosting Services in accordance with Quote #-0137 dated March 4, 2014, be approved.

4. Hosting Services for Online Orientation Software – Board Report #4051 – Vice President Satkowski

Move that the award of a contract to Comevo LLC in the amount of \$52,948 to provide Online Orientation Software and Hosting Services in accordance with their proposal dated April 1, 2014, be approved.

5. Consulting and Architectural Services, Master Planning Project – Board Report #4052 – Vice President Satkowski

Move that the award of a contract to SHW Group, LLC in the amount of \$60,000 for Consulting and Architectural Services for the Master Planning Project, in accordance with SHW Group proposal dated October 18, 2013 and Board Policy #2110, be approved.

## **HUMAN RESOURCES**

6. Staff Recommendations – Vice President Eschenburg

Move that the staff recommendations, as presented in Board Report #4053: Resignation A-10; Appointment B-10; Salary Change in Status C-10; and Achievement of Tenure D-10, be approved.

7. General Counsel – Vice President Eschenburg

Move that the appointment of Ms. Eileen Husband to the position of General Counsel at Grade 3, Step 5, of the 2013-2014 Henry Ford Community College Exempt Administrative Salary Schedule, effective May 12, 2014, be approved.

8. Interim Manager, Campus Safety – Vice President Eschenburg

Move that the appointment of Ms. Karen Schoen to the position of Interim Manager, Campus Safety, at Grade 6, Step 1, of the 2013-2014 Henry Ford Community College Exempt Administrative Salary Schedule effective April 1, 2014, be approved.

9. Interim Safety Specialist, Campus Safety – Vice President Eschenburg

Move that the appointment of Mr. Ali Awadi to the position of Interim Safety Specialist, Campus Safety, at Grade 8, Step 1, of the 2013-2014 Henry Ford Community College Exempt Administrative Salary Schedule effective April 1, 2014, be approved.

10. Reclassification of Coordinator of Program Improvements and Effectiveness – Vice President Eschenburg

Move that the reclassification of Ms. Lori Gonko as Coordinator of Program Improvements and Effectiveness at Grade 3, Step 4, of the Henry Ford Community

College Administrators' Association Salary Schedule effective January 1, 2014, be approved.

11. Reclassification of Director of Information Technology – Vice President Eschenburg

Move that the reclassification of Mr. Al Burrell as Director of Information Technology at Grade 1, Step 8, of the Henry Ford Community College Administrators' Association Salary Schedule effective April 1, 2014, be approved.

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

12. Reclassification of Chief Information Officer, Director of Information Technology Services and Facility Services – Vice President Eschenburg

Move that the reclassification of Mr. Sandro Silvestri as Chief Information Officer, Director of Information Technology Services and Facility Services at Grade 1A, Step 8, of the Henry Ford Community College Administrators' Association Salary Schedule effective February 21, 2014, be approved.

**BOARD ADMINISTRATIVE SERVICES**

13. Shared Leadership – President Jensen

Trustee Schoelles moved to approve the Shared Leadership Structure and endorse the continued progress and direction of the Shared Leadership Task Force as charged by the Board of Trustees at their November 18, 2013, meeting, Trustee McDonald seconded. Discussion ensued. Trustee Schoelles moved to amend her motion by changing "approve" to "accept."

Move to accept the Shared Leadership Structure and endorse the continued progress and direction of the Shared Leadership Task Force as charged by the Board of Trustees at their November 18, 2013, meeting, be approved with the following roll call attached: Ayes: Trustees Guido, Lane, McDonald, Schoelles, and Chair Berry. Nays: None. Absent: Trustee Schoolmaster.

14. Mission, Vision and Values – Executive Director Chadwick

Move that the mission, vision and values statements as presented in Board Report #4034 on March 17, 2014, and the Resolution Authorizing Name Change for Henry Ford Community College (Attachment A), be approved with the following roll call attached: Ayes: Trustees Guido, Lane, McDonald, Schoelles, Schoolmaster and Chair Berry. Nays: None. Absent: Trustee Adams.

15. Board of Trustees Special Meeting (Closed Session) – Vice President Eschenburg

Move that a Board of Trustees Special Meeting (Closed Session), as requested by an employee per the Michigan Open Meeting Acts 8 (a), be held on Monday, May 5, 2014, 5:00 p.m. at the Administrative Services and Conference Center in the President's Conference Room, be approved with the following roll call attached:

Ayes: Trustees Guido, Lane, McDonald, Schoelles, Schoolmaster and Chair Berry.  
Nays: None. Absent: Trustee Adams.

### **BOARD ADMINISTRATIVE SERVICES**

None

### **VIII. BOARD OF TRUSTEES BUSINESS**

#### **A. Board Member Reports**

None

#### **B. Requests for Information and/or Future Agenda Items**

None

#### **C. Board Member Commentary**

Trustee Lane remarked that the Diane Rehm Show on NPR had a sophisticated report on the growing reliance on adjunct professors. You can access the report at [thedianerehmshow.org](http://thedianerehmshow.org).

Trustee McDonald reminded everyone that tomorrow was Earth Day and that everyone should take care of our planet.

Trustee Adams thanked everyone for the flowers and cards she has received.

### **IX. ACKNOWLEDGMENT OF CORRESPONDENCE**

None

### **X. FUTURE MEETING DATES**

A. Monday, April 28, 2014, **P-12** Board of Education Meeting, **7:00 p.m.**, at the Administrative Service Center, in the Frank Franchi Board Room.

B. Monday, May 5, 2014, **HFCC** Board of Trustees Special Meeting (Closed Session), **5:00 p.m.**, at the Administrative Services and Conference Center, in the President's Conference Room, Henry Ford Community College.

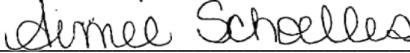
C. Monday, May 12, 2014, **P-12** Board of Education Meeting, **7:00 p.m.**, at the Administrative Service Center, in the Frank Franchi Board Room.

D. Monday, May 19, 2014, **HFCC** Board of Trustees Meeting, **7:00 p.m.**, at the Administrative Services and Conference Center, in the Rosenau Board Room, Henry Ford Community College.

E. **Tuesday**, May 27, 2014, **P-12** Board of Education Meeting, **7:00 p.m.**, at the Administrative Service Center, in the Frank Franchi Board Room.

XI. **ADJOURNMENT**

Meeting adjourned at 10:10 p.m.

  
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Aimee Shoelles, Secretary