

**HENRY FORD COLLEGE
BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
June 12, 2023**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, June 12, 2023, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:01 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 McDonald, passed with a unanimous vote attached that the following Minutes be approved:

- Regular Board of Trustees Meeting – April 17, 2023
- Board of Trustees Policy Committee Meeting – April 17, 2023

III. RECOGNITION AND ACKNOWLEDGEMENTS

President Kavalhuna introduced Ebtehal Alsanai, an HFC student who started attending HFC in 2022. Ebtehal is in the Honors program, the vice president of the PTK Society, and is a student worker at the library. Ebtehal presented her Honors program directed study project "Abstract – Emotional Intelligence for Kids." Ebtehal chose this topic because she feels that some communities raise their children under the idea that feelings do not matter so the child will grow up believing that feelings are not important. Ebtehal created a manual in Arabic that she shares to reach as many mothers as possible in her community.

IV. PRESIDENT'S ITEMS

- Wished Trustee D'Ambrosio a Happy Birthday
- Congratulated Trustee Watts on her appointment to the MCCA Executive Committee

- Congratulated Trustee Berry on beginning his public service career as a substitute teacher
- Congratulated Chair Thorpe on his daughter's upcoming graduation from high school
- Thanked Trustee Mozip for providing introductions at both HFC commencement ceremonies and also thanked Vice President Diamond and her team and Vice President DeLong for all their hard work in making the commencement ceremonies joyous occasions
- Congratulated the following employees on their retirement from HFC:
 - Cynthia Berrien, Department Assistant, Facility Services, 33 years of service
 - Sophie Beydoun, Nursing Instructor, School of Health and Human Services, 27.5 years of service
 - Connie Holland, Enrollment Associate I – Concierge, Enrollment Services, 23.5 years of service
 - Patrice Irving, Nursing Instructor, School of Health and Human Services, 20 years of service
 - Bobbi Ventura, Facilities Associate II, Facility Services, 15 years of service
 - Deborah Zopf, Mathematics Instructor, School of Science, Technology, Engineering and Mathematics, 32 years of service

V. SPECIAL REPORTS

A. Student Activities

Vice President Diamond

Vice President Diamond and Kayla Collins, Student Activities Associate, provided an update on the services the Student Activities office provides. Information was presented on:

- Student Activities Mission
- Services
- Staff
- Clubs and Organizations (30)
- Four new clubs established this year:
 - Competitive Gaming
 - Faith and Reason
 - Pre-Health
 - Theater
- Student Activities highlighted:
 - Leadership/Life Skills
 - Voter Registration
 - Campus Activities and Events
 - Volunteer Opportunities
 - Hawk's Nest

- College Mascot (The Hawkster)
- LED Messaging Center
- Club Categories
- Process to request the formation of a Student Club
- Life Skills Overview
- Activities and Events

Trustee McDonald asked for a report on student clubs that have come and gone over the past 80 years.

VI. ACTION ITEMS

A. Citizen Participation

None

B. Special Consideration of an Action Item

Item 6 pulled for a roll call vote. Item 7 pulled for nominations.

C. Action to Approve Action Items

Motion to approve action items numbered 1 through 5 offered by Trustee McDonald, supported by Trustee Mozip, passed with a unanimous vote attached.

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

Trustee Mozip stated that he did not have time to review the President's contract until now and did not see his suggestions on evaluation of the President in the document. Chair Thorpe stated that the contract was emailed to the Trustees for their input and Trustee Mozip can discuss his concerns with Trustee Berry who is the Chair of the President's Evaluation Committee.

Motion to approve action item 6 offered by Trustee Berry, supported by Trustee Petlichkoff, passed with the following roll call vote attached: Ayes – Trustees Berry, D'Ambrosio, McDonald, Petlichkoff, Watts, and Chair Thorpe (6); Nays – Trustee Mozip (1).

Motion to approve action item 7 offered by Trustee Petlichkoff, supported by Trustee D'Ambrosio passed with a unanimous roll call vote attached.

BIDS AND CONTRACTS

1. Conference Room Audio Visual Upgrades – Board Report #4703

Vice President Satkowski

Moved to approve a contract award to Thalner Electronic Laboratories, Inc. for \$219,986.00 for the Welcome Center Conference Room Audio Visual Upgrades project, as requested by Enrollment Services in accordance with the specifications of Bid #22527.

2. Classroom Audio Visual Upgrades – Board Report #4704
Vice President Satkowski

Moved to approve a contract award to Thalner Electronic Laboratories, Inc. for \$67,964.54 for the Classroom Audio Visual Upgrades project, as requested by Academic Services in accordance with the specifications of Bid #22584.

3. Cisco Meraki Access Points and Licensing – Board Report #4705
Vice President Satkowski

Moved to approve a contract award to Sentinel Technologies, Inc. for \$1,047,151.00 for the purchase of Cisco Meraki Access Points and Licensing in accordance with the Sentinel Proposal #001558v3 dated May 23, 2023.

4. Blanket Purchase Order Approval, Fiscal Year 2024 – Board Report #4706
Vice President Satkowski

Moved to approve the Blanket Purchase Order Lists (attached to Board Report #4706) for Fiscal Year 2024, in accordance with Board Policy and Guidelines.

HUMAN RESOURCES

5. Associate Dean, School of Liberal Arts
Vice President Gonko

Moved to approve the appointment of Pamela Stewart to the position of Associate Dean, School of Liberal Arts at Grade 2, Step 12, of the 2022-2025 HFC Administrator's Association, Local 71, Salary Schedule, effective 7/1/2023.

BOARD-ADMINISTRATIVE SERVICES

6. Contract for President Russell Kavalhuna
Chair Thorpe

Moved to approve the contract for Henry Ford College President Russell

Kavalhuna as presented in Attachment A.

7. Certification of Appointments 2023-2024 MCCA Board of Directors
Chair Thorpe

Background information: The MCCA requires each member college to certify, each year in July, its representatives to the MCCA Board of Directors. The representatives must be the chief administrative officer of the college and one member of the college's governing board. Each college board is also required to designate an alternate governing board member.

Moved to approve the designation of the following as representatives to the MCCA Board of Directors for 2023-2024:

Irene Watts – Trustee Director
Roxanne McDonald – Alternate Trustee Director
Russell A. Kavalhuna – President

VII. BOARD OF TRUSTEES BUSINESS

A. Acknowledgements of Correspondence

President Kavalhuna received a thank you letter from Shannon Peterson, President of the Rotary Club of Dearborn, for hosting their annual Scholarship Dinner.

B. Board Committee Reports

President Kavalhuna reported that the majority of the Policy Committee time was spent discussing the proposed draft of the tuition rate adjustment policy. The policy (along with information requested on the policy) will be circulated to the Trustees this week. This will allow approximately two months to review the policy and to contact either the committee chair, Trustee Watts, or President Kavalhuna with questions before the next Board meeting in August.

Committee Chair Watts reported that they are shoring up the language for the BOT Code of Conduct document. She added that this will be a "living" document that will serve as a guide for onboarding new Trustees and verbiage can be added or deleted, as necessary.

Chair Thorpe added that Vice President Clark sent an email regarding the BOT organizational meeting and filling of Board vacancies.

C. Requests for Information and/or Future Agenda Items

List of student clubs as mentioned in agenda item V.A.

D. Board Member Commentary

Chair Thorpe said he is happy with the three year contract for President Kavalhuna and commended the respect he shows his team and the love and care he shows his students.

Trustee McDonald stated that both the Trustees and President Kavalhuna were not satisfied with the evaluation tool currently being used for the President. She added that the President has done an outstanding job, sown many seeds from which the College reaps the rewards.

Trustee Petlichkoff said President Kavalhuna has fulfilled his intention to uplift the image of the College and bring respect to the standing of community colleges when compared to four-year institutions. He has been more than successful in instituting agreements with four-year institutions and bringing funding to the College. She cannot see anything but good things moving forward.

Trustee McDonald stated that President Kavalhuna is off campus advocating for the College often, however; he has a team in place that can run the institution in these instances. Kudos to the Vice Presidents. She has full faith and confidence in their abilities.

Trustee Watts said the College is in the forefront of every conversation the President has and that he is always in action advocating for the College.

Trustee Berry said the current morale at the College has been the best he has seen and this leads to student success.

Chair Thorpe requested that BOT small group meetings be reinstated.

Trustee Watts wished all dads a Happy Father's Day.

President Kavalhuna stated that his Cabinet team is smarter and works harder than he does. He also complemented the Trustees in selecting a team that surpassed his expectations.

Chair Thorpe wished everyone a joyful summer and he looks forward to seeing everyone in August.

VIII. FUTURE MEETING DATES

- A. Monday, June 19, 2023, P-12 Executive Session (negotiations/closed), 6:00 p.m. at the Administrative Service Center, in Room 12.
- B. Monday, June 19, 2023, P-12 Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- C. Monday, August 7, 2023, HFC Board of Trustees Policy Committee Meeting, 6:00 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- D. Monday, August 7, 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 8:18 p.m.

Irene Watts, Secretary