

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

**Administrative Services and Conference Center
Rosenau Board Room**

**August 14, 2023
7:00 p.m.**

I. CALL TO ORDER AND ROLL CALL

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

II. APPROVAL OF MINUTES

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

- Regular Board of Trustees Meeting – June 12, 2023
- Board of Trustees Policy Committee Meeting – June 12, 2023

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

MOVED BY: _____ SUPPORTED BY: _____

III. RECOGNITION AND ACKNOWLEDGEMENTS

IV. PRESIDENT'S ITEMS

V. DISCUSSION ITEMS

A. Board of Trustees Policy Updates
President Kavalhuna

The Henry Ford College Office of Legal Services is in the process of reviewing and updating (if necessary) current Board policies. This office is also preparing new policies as dictated by changes in local, state and federal guidelines. Policies ready for review and approval are as follows: Tuition Approval Policy.

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 7 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. Physics Laboratory Equipment – Board Report #4708
Vice President Satkowski

Recommended action: Move to approve a contract award to Pasco Scientific for \$37,769.24 for the purchase of eight (8) Pasco E/M Apparatuses, in accordance with the specifications of Sealed Bid #22667.

MOVED BY: _____ SUPPORTED BY: _____

- 2. Building L Elevator Modernization Project – Board Report #4709
Vice President Satkowski

Recommended action: Move to approve a contract award to Otis Elevator Company for \$521,181.00 for the Building L Elevator Modernization project requested by Facility Services, in accordance with the Otis Elevator Proposal #KDS12092022 dated April 19, 2023.

MOVED BY: _____ SUPPORTED BY: _____

3. Fire Alarm System for Building L – Board Report #4710
Vice President Satkowski

Recommended action: Move to approve a contract award to Johnson Controls Fire Protection LP for \$134,658.00 for the purchase and installation of a new Fire Alarm System in Building L, in accordance with Proposal #650425538 dated June 23, 2023.

MOVED BY: _____ SUPPORTED BY: _____

4. Change Order – Blanket Purchase Order Approval, Fiscal Year 2024 – Board Report #4711
Vice President Satkowski

Recommended action: Move to approve a Blanket Purchase Order to IPRO Tech, LLC for \$40,800.00, in accordance with Board Policy and Guidelines.

MOVED BY: _____ SUPPORTED BY: _____

HUMAN RESOURCES

5. Executive Director, Diversity, Equity, Inclusion, and Belonging
Vice President Gonko

Recommended action: Move to approve the appointment of Tracye Davis, to the position of Executive Director, Diversity, Equity, Inclusion, and Belonging, at Grade 3, Step 6, of the 2023-2024 Exempt Administrator's Salary Schedule, effective 8/15/2023.

MOVED BY: _____ SUPPORTED BY: _____

6. Director, Institutional Reporting
Vice President Gonko

Recommended action: Move to approve the appointment of Jason Young, to the position of Director, Institutional Reporting, at Grade 5, Step 8, of the 2022-2025 HFC Administrators' Association, Local 71, Salary Schedule, effective 9/5/2023.

MOVED BY: _____ SUPPORTED BY: _____

7. Staff Recommendations

Vice President Gonko

Recommended action: Move to approve the following staff appointments:

Maghdi Alaudi, Biology Instructor, School of Science, Technology, Engineering and Mathematics, MA, Step 6.5, effective 8/22/2023. This is a temporary, full-time assignment for the Fall 2023 semester.

Max Bilodeau, Chemistry Instructor, School of Science, Technology, Engineering and Mathematics, MA, Step 8, 10 Months, effective 8/22/2023. This is a temporary, full-time assignment for the Fall 2023 semester.

Keith Davis, Hospitality Instructor, School of Business, Entrepreneurship, and Professional Development, LMA, Step 8, 10 Months, effective 8/22/2023. This is a temporary, full-time assignment for the Fall 2023 semester.

Anthony Lai, Music Instructor, School of Liberal Arts, MA, Step 8.5, 10 Months, effective 8/22/2023. This is a temporary, full-time assignment for the Fall 2023 semester.

Jessica Miller, Job Developer, Career Services, MA, Step 9, 10 Months, effective 8/22/2023. This is a temporary, full-time assignment for the Fall 2023 semester.

Maria Sepulveda, Psychology Instructor, School of Liberal Arts, PhD, Step 8.5, effective 8/22/2023. This is a temporary, full-time assignment for the Fall 2023 semester.

Luke Wojewuczki, Arch Construction Instructor, School of Business, Entrepreneurship, and Professional Development, LMA, Step 8, 10 Months, effective 8/22/2023. This is a temporary, full-time assignment for the Fall 2023 semester.

Gregory Ward, Energy Technology Instructor, School of Business, Entrepreneurship, and Professional Development, LMA, Step 9.5, 10 Months, effective 8/22/2023. This is a temporary, full-time assignment for the Fall 2023 semester.

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, August 21, 2023, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- B. Monday, September 11, 2023, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- C. Monday, September 18, 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, September 18, **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.