

**HENRY FORD COLLEGE  
BOARD OF TRUSTEES MEETING  
DEARBORN, MICHIGAN  
September 18, 2023**

**I. CALL TO ORDER**

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, September 18, 2023, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:00 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 McDonald, supported by Trustee D'Ambrosio, passed with a unanimous vote attached that the following Minutes be approved.

- Regular Board of Trustees Meeting – August 14, 2023
- Board of Trustees Audit Committee Meeting – August 14, 2023
- Board of Trustees Policy Committee Meeting – August 14, 2023

**III. RECOGNITION AND ACKNOWLEDGEMENTS**

President Kavalhuna called Trustees McDonald and Petlichkoff to the podium to present Kathy Dimitriou, Executive Assistant to the President, with a framed Henry Ford College Board of Trustees Recognition of Distinguished Service Resolution. Kathy will be retiring at the end of the month.

Chair Thorpe wished President Kavalhuna Happy Early Birthday.

**IV. PRESIDENT'S ITEMS**

- Thanked Vice President DeLong and Patricia Flogaus, who will be the Interim Executive Assistant to the Vice President upon Kathy's retirement, for their help with the resolution presented to Kathy.
- Provided information on the upcoming events on campus:
  - Discover Day (Friday, September 22, 9 a.m.-1 p.m.)

- Civility Night (Wednesday, September 27, 6:30-8:30 p.m., Forfa)
- Hawk Talk (Wednesday, October 4, 11 a.m.-noon, Student Pavilion)
- DPTV Growing Michigan Together Town Hall (Thursday, October 5, 8:45 a.m.-10:15 a.m.)
- Wished Irene Watts Happy Birthday.

## V. ACTION ITEMS

### A. Citizen Participation

Anonymous, Happy 35<sup>th</sup> Birthday Russ.

### B. Special Consideration of an Action Item

Item 7 was pulled for further discussion.

### C. Action to Approve Action Items

Motion to approve action items numbered 1 through 6 offered by Trustee McDonald, supported by Trustee Berry, 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 McDonald asked that additional language be added to the policy stating that the CPI number, new tuition rates, and how the new tuition rates compare of other similarly sized Michigan community colleges. Trustee Petlichkoff suggested that language stating that the information provided will be in perpetuity. Trustee Berry stated that he understands and respects the policy and knows where President Kavalhuna is going with the change, however, what happens should a new President be appointed? Perhaps adding a sunset clause to the policy would ensure that the information continues to be provided. Trustee Mozip asked that all variables be evaluated and although some students do receive free tuition, a significant amount of students pay for their tuition and they should not have their tuition raised just because inflation increases. Additional discussion will take place at the October meeting.

## BIDS AND CONTRACTS

### 1. Security Guard Services – Board Report #4712 Vice President Satkowski

Moved to approve a contract award to Allied Universal Security Services for \$34,562.00 per month (estimated \$414,744 per year) for Security Guard and Patrol Services as requested by the Office of Campus Safety, in

accordance with the specifications of RFP #22765.

2. Critical Incident Mapping System for First Responders – Board Report #4713  
Vice President Satkowski

Moved to approve a contract award to ThunderCat Technology for \$36,518.30 for a Critical Incident Mapping System by Critical Response Group, as requested by the Office of Campus Safety, in accordance with the Thundercat Technology Quote #RV082476 v1 dated September 12, 2023.

3. Online Orientation Software License – Board Report #4714  
Vice President Satkowski

Moved to approve a contract award to Comevo, Inc. for \$33,048.00 for Online Orientation Software licenses, as requested by Enrollment Service, in accordance with Proposal #4624 dated September 1, 2023.

## **HUMAN RESOURCES**

4. Director, Information Technology Services  
Vice President Gonko

Moved to approve the appointment of Bryan Johnson, to the position of Director, Information Technology Services, at Grade 1, Step 8, of the 2022-2025 HFC Administrators' Association, Local 71, Salary Schedule, effective 9/19/2023.

## **BOARD-ADMINISTRATIVE SERVICES**

5. Ratification of the 2023-2026 Collective Bargaining Agreement between the Henry Ford College Board of Trustees and the Henry Ford College Adjunct Faculty Organization, AFT Local 337, AFL-CIO  
Vice President Gonko.

Background information: Representatives for the Board and representatives for the Henry Ford College Adjunct Faculty Organization, AFT Local 337, AFL-CIO have reached a tentative agreement for a three-year collective bargaining agreement through August 17, 2026.

This agreement was ratified by the Adjunct Faculty Organization (AFO) on September 7, 2023.

Moved to approve the 2023-2026 collective bargaining agreement between the Henry Ford College Board of Trustees and the Henry Ford College

Adjunct Faculty Organization, AFT Local 337, AFL-CIO through August 17, 2026.

6. Henry Ford College Local Strategic Value Resolution – Board Report #4715  
Vice President Satkowski

Background Information: In order to receive funding under the local strategic value category, community colleges must confirm they meet four out of five of the best practices listed for each category. The wide range of educational programs and business and industry partnerships and Henry Ford College ensure that the best criteria practices are met.

Moved to approve the following resolution as documented by Attachment A.

**RESOLUTION:** Henry Ford College, through its duly authorized officers, certify that Henry Ford College has met four of five best practices in each category as required by Section 230 of PA 60 of 2015, the Education Omnibus Appropriations Act for fiscal year 2024.

7. Tuition Approval Policy  
President Kavalhuna

Recommended action: Move to approve the Tuition Approval Policy as presented at the August 14, 2023 Board of Trustees meeting.

This item was pulled from the agenda.

## VI. BOARD OF TRUSTEES BUSINESS

### A. Acknowledgements of Correspondence

Chair Thorpe received communication from AVIA-Big Fleet vehicles on EV vehicles. He will evaluate the information to see if a response is necessary.

### B. Board Committee Reports

None

### C. Requests for Information and/or Future Agenda Items

Trustee Mozip requested information on tuition policies from other community colleges that follow the CPI in place and what parameters and mechanisms they have in place.

Trustee Petlichkoff stated that at the last Board meeting a Trustee made an

inaccurate statement that our tuition is one of the highest amongst its peers. She added that information given to the Board in the past does not represent that statement. She asked for a current comparison of community college tuition rates to help with their decision on the Tuition Approval Policy.

#### D. Board Member Commentary

President Kavalhuna thanked the Student Affairs office and Cassandra Fluker, Coordinator of Student Activities, for the compilation of historical data compiled in response to Trustee McDonald's request for information on HFC student clubs/groups.

President Kavalhuna thanked the Student Affairs office for hosting the Trustees at the HFC Men's Locker Room Ribbon Cutting Ceremony. The event was wonderful event.

Trustee McDonald thanked Holly Diamond and Cassandra Fluker for the report on student clubs. The report gives a good history on student clubs and informs on what the students wanted at that particular time.

Trustee McDonald wished the Air Force Happy Birthday. Both her father and son served in the Air Force.

### VII. FUTURE MEETING DATES

- A. Thursday, September 28, 2023, **P-12** Policy Committee Meeting, 11:00 a.m. until 1:00 p.m. at the Administrative Service Center in the Superintendent's Conference Room.
- B. Monday, October 9, 2023, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- C. Monday, October 16, 2023, **HFC** Board of Trustees Policy Committee Meeting, 5:30 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- D. Monday, October 16, 2023, **HFC** Board of Trustees Audit Committee Meeting, 6:30 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- E. Monday, October 16, **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 7:47 p.m.

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Irene Watts, Secretary