

**HENRY FORD COLLEGE
BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
September 19, 2022**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, September 19, 2022, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:02 p.m. by Chair McDonald.

ROLL CALL

On roll call, the following were present: Trustees Berry, D'Ambrosio, Mozip, Petlichkoff, Thorpe, Watts, and Chair McDonald. There being a quorum, the meeting was declared in session.

Chair McDonald, on behalf of the Board of Trustees and the College, wished President Kavalhuna a Happy Birthday. She presented President Kavalhuna with a birthday cake to share with his family after the meeting.

II. APPROVAL OF MINUTES

Motion offered by Trustee Petlichkoff, supported by Trustee D'Ambrosio, passed with a unanimous roll call vote attached that the following Minutes be approved:

- Regular Board of Trustees Meeting – August 8, 2022
- Board of Trustees Presidents Evaluation Committee Meeting – August 16, 2022

III. PRESIDENT'S ITEMS

- President Kavalhuna welcomed everyone back to campus. He extended an invitation to join him and experience the exciting and invigorating environment with students back on campus.
- President Kavalhuna reported on the change to the delivery of the First Friday meeting which now includes a 15-minute jog and/or 15-minute walk followed by an in-person meeting on campus at 10:00 a.m. The first September meeting went extremely well and he plans to continue with this format through the school year (weather allowing).
- Welcome Back Days started today and will run through Wednesday, September 21, 2022.
- President Kavalhuna invited everyone to visit the newly carpeted Library and Learning Lab and the renovated Detroit Promise program and Honors

Hub areas.

- On behalf of the MCCA, President Kavalhuna congratulated and presented anniversary pins to Chair McDonald – 5 years, Trustee Berry – 10 years, and Trustee Thorpe – 5 years.
- Wished Trustee Watts Happy Birthday whose birthday was on September 16. President Kavalhuna also congratulated Trustee Watts on her appointment by Governor Whitmer to the Early Childhood Investment Corporation Executive Committee.

IV. RECOGNITION AND ACKNOWLEDGEMENTS

Recognition and acknowledgement items were read by HFC student Inam Mustafa. Inam graduated high school from Star International Academy in 2021. Her journey at HFC began as a dual enrollment student in high school. She is currently a full-time Political Science student in her third semester. Inam was a Mellon Scholar in the University of Michigan's Undergraduate Research Opportunity Program (UROP). At the end of the Fellowship, she presented her research during the UROP Spring 2022 Symposium at the University of Michigan. Over the summer she had the opportunity to be a fellow in the University of Michigan's Engelhardt Social Justice Fellowship where she actively engaged in weekly workshops on Diversity, Equity, and Inclusion (DEI) topics. Inam is in a directed study program in the Honors program, the Community Service Officer of the Muslim Students Association (MSA), and the Online Editor of the Mirror News Publication.

- For the fifth year in a row, HFC has been named a Gold-Level Veteran-Friendly School by the Michigan Veterans Affairs Agency (MVAA). Congratulations to Gail Bock, Lori James, and Bob James for all their hard work!
- Congratulations to Student Conduct and Compliance Manager Glenn Richards. Glen has been named HFC's Deputy Title IX Coordinator.
- Congratulations to Dr. Nicholas Baran, full-time math faculty member. Dr. Baran has been selected as a AMATYC (American Mathematics Association of Two- Year Colleges) Project ACCESS (Advancing Community College Careers: Education, Scholarship, and Service) fellow. This national project provides two years of professional development to support new community college math faculty with a culminating project in their area of interest.
- Congratulations to Carolyn Casale, Faculty Chair of Education and Human Services on her Faculty Lectureship presentations.
 - "Reflections on Early Teacher Education Online Clinical Experiences", paper presented to Addis Ababa University – Ohio State University Conference online in April 2022.
 - "Preservice Teacher Reflections on Collaborate Field Experiences," paper presented at the annual conference of the American Council Rural Special Education, Myrtle Beach, SC, in March 2022.

V. ACTION ITEMS

A. Citizen Participation

None

B. Special Consideration/Questions on an Action Item

None

C. Action to Approve Action Items

Motion to approve action items 1-4 offered by Trustee Thorpe, supported by Trustee Berry, passed with a unanimous roll call vote attached.

D. At this time, the Secretary will return to any agenda items which Board members had asked to discuss and vote on separately. These will be considered one at a time.

None

BIDS AND CONTRACTS

1. Classroom Audio Visual Upgrades – Board Report #4646
Vice President Satkowski

Moved to approve a contract award to Tekin Integrated Systems, Inc. for \$219,986.00 for the Classroom Audio Visual Upgrades project, as requested by Academic Services in accordance with the specifications of Sealed Bid #22050.

2. Commercial Exhaust Hood Cleaning – Board Report #4647
Vice President Satkowski

Moved to approve a contract award to Michigan Hood Cleaning LLC for \$69,000.00 per year for Commercial Exhaust Hood Cleaning services and supplies, as requested by Facility Services in accordance with the specifications of Sealed Bid #22088.

3. Roof Repairs: Building F – Board Report #4648
Vice President Satkowski

Moved to approve a contract award to Lutz Roofing Company, Inc. for \$156,286.38 for Roof Repairs on Building F, as requested by Facility Services in accordance with the specifications of Sealed Bid #22189.

BOARD-ADMINISTRATIVE SERVICES

4. Henry Ford College Local Strategic Value Resolution – Board Report #4649
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 2023.

VI. BOARD OF TRUSTEES BUSINESS

- A. Acknowledgements of Correspondence

Mail received from Dearborn Area Chamber of Commerce and SEMCOG.

- B. Board Committee Reports

Trustee Berry reported that the President's Evaluation Committee met earlier today and they are still working on the appraisal which will be based heavily on the Strategic Plan. The committee will also be talking to and requesting information from a few Cabinet members.

Trustee Watts reported that the Policy Committee met prior to the Board meeting to review and discuss nine policies. She added that an email will be sent to the Trustees with concise information regarding changes/updates to the policies.

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

Trustee Petlichkoff asked if the Policy Committee would be willing to take on the task of establishing procedural guidelines for the Trustees. These guidelines would provide a framework for Board operating procedures so that the historical perspective on conducting business as a Board is not lost. Trustee Petlichkoff will provide Trustee Watts with an agenda from the MASB class that was canceled on Board Operating Procedures as a starting point.

D. Board Member Commentary

Trustee Watts agreed with President Kavalhuna's comments in regard to students returning to campus and the September First Friday meeting. She added that it was energizing to listen to students during the First Friday meeting and the event brought back an invigorating new normal to the College.

VII. FUTURE MEETING DATES

- A. Monday, October 10, 2022, P-12 Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- B. Monday, October 17, 2022, 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, October 17, 2022, HFC Board of Trustees Meeting, 7:00 p.m. at the Administrative Services and Conference Center in the Rosenau Board Room.

VIII. ADJOURNMENT

Motion by Chair McDonald was unanimously approved by those members present that the meeting be adjourned at 7:40 p.m.

Irene Watts, Secretary