

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

BOARD REPORT

Subject: HFC Hospitality Studies

History

In the 1950s and 1960s, pioneering culinary educator Chef Herman Breithaupt, a Dearborn resident, began encouraging community colleges to initiate programs in commercial foods and culinary art - programs that focused on management as well as food preparation. Together with Dean Fred Eshleman and a committee appointed by the Statler Foundation including two Cornell University professors and local leaders in the food service and lodging industry, Breithaupt completed a study and report outlining a proposed Food Service program, which the Statler Foundation would help to fund. After the college rejected the proposal, Breithaupt began working in 1965 with a new community college under construction in Livonia to create a Culinary Arts program.

By the early 1970s, Chef Breithaupt was invited back to Henry Ford Community College by Arthur Elges to start the Hospitality Service program. He welcomed the opportunity to step back into the classroom, and implemented a new degree focused on hospitality management with an emphasis on basic knowledge of food preparation. A \$500,000 food service facility was completed in the summer of 1972, and the teaching staff was expanded.

From 1975 to 1995, the demand for hospitality education at the two-year level continued to grow. Dennis Konarski, CCE and Richard Teeple, CEC, CCE achieved accreditation through the American Culinary Federation Educational Foundation (ACFEF) in 1996. In 2002, the College opened the renovated Student and Culinary Arts Center building including five culinary labs, a 24-seat computer lab, classroom, and the Fifty One O One Restaurant. Within five years, the program was at capacity again.

Current State

The department offers two AAS degrees: one in Culinary Arts and one in Hotel/Restaurant Management. The degrees are the same in the first year, but differentiated in the second year, with the HRM students spending more time in areas of management and CA students spending more time working on advanced culinary skills. These degrees can be completed during the day or on evenings/weekends, or a combination of day, evening and weekends. Students can attend and progress through the programs on a part-time or full-time basis.

The current enrollment in the two degrees is approximately three hundred students. In 2013, over seventy students graduated with associate's degrees in the department, and over fifty certificates were awarded.

The Culinary Arts students spend approximately two-thirds of their time in labs working hands-on with food, beverages, and service. The students work in "live" environments with real customers outside scheduled lab time at many campus and community events, dinners and receptions. This program is accredited by the ACFEF Accrediting Commission as an exemplary

program, with recognition of the excellent teaching and management of the program, for a seven year term (which is the longest possible term).

Instructors and students in the program receive training and certifications from the American Hotel and Lodging Association Educational Foundation, National Restaurant Association Education Foundation, Federation of Dining Room Professionals, and the American Culinary Federation Educational Foundation.

The Fifty One O One is open for lunch Tuesday through Thursday and for dinner on Wednesday and Thursday evenings during the fall semester. The Fifty One O One also runs the Culinary Wellness “Food Truck” which serves nutrient dense, fast, inexpensive (\$5) lunches that are flavorful and satiating (and prepared using all Halal meats). The restaurant also hosts a Scholarship Dinner each semester, featuring wild game in the fall and a “Courses” menu in the winter.

Staffing

The current head of the Hospitality Studies department is Chef Eric Gackenbach, MAB, CEF (Certified Executive Chef), CHE (Certified Hospitality Educator).

Instructor Chef Joseph Cosenza, CHE serves as Chef de Cuisine for the Fifty One O One Restaurant. He orchestrates eleven regional and American themes for the restaurant per semester.

Instructor Chef Jeffery Click, CHE is the resident Banquet Chef. He helps to orchestrate the five international buffet lunches each spring semester.

Instructor Chef Kris Jablonski, CHE is the department’s Pastry Chef. He is also our gardener, producing vegetables and lettuces in a local “Hoop House” over the winter and working with students to tend two substantial garden plots in the University of Michigan-Dearborn Community garden.

Adjunct Instructor Chef Jeffrey Lao, CHE, CIC (Certified Ice Carver), CICE (Certified Ice Carving Educator), is the Advisor to the Ice Carving Club, which participates and hosts carving exhibitions and competitions in southeastern Michigan and the surrounding areas.

The department also relies heavily on other long-serving, highly-skilled adjuncts.

Recent Events/Accomplishments

- Welcomed guest speaker Chef Afif Hachem from Lebanon this past spring.
- Hosts Michigan Chefs de Cuisine, local American Culinary Federation chapter meetings every February with a dinner reception and educational program for 140 area Chefs, Restaurateurs and Hospitality Professionals
- Produced off-site catered brunch for Ford family and eight-five Ford Motor Company VIPs at Henry Ford 100th birthday celebration in July, 2013.
- Produced birthday cake for 3,500 guests for the Henry Ford 100th birthday celebration.



Tracy Pierner, PhD, PE
Vice President of Academic Affairs



Stanley E. Jensen, PhD
President

**HENRY FORD COLLEGE
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BOARD REPORT

Subject: Theatre Program

Part One: Theatre Website

The theatre website contains complete information about the HFC Theatre program dating back to December 1985. The numerous reviews and press articles about the HFC Theatre have been archived as well as cast and crew records. There are photos of each and every production. The website also contains a record of all HFC Theatre students who graduate with an AA Degree in Theatre. The records indicate date of graduation, transfer schools, degrees achieved as well as employment, if applicable.

Part Two: The Virtual Theatricality Lab Website

The Virtual Theatricality Lab (VTL) website contains complete information about the program that was started in 2003. There are descriptions of course offerings and the 18 credit motion capture systems certificate that teaches the skills necessary to operate film industry standard motion capture equipment. The website also contains a complete archive of all student projects created in the VTL. There are detailed archive listings of publicity related to the VTL and its various productions as well as a record of graduates and their placement in jobs or transfer to four-year institutions if applicable.

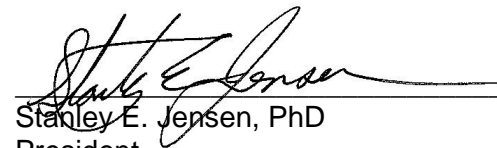
Part Three: The Virtual Theatricality Lab and *Dinosaurus!*

The Virtual Theatricality Lab provides opportunities for students interested in computer and art skills involved in high-end visual effects programs and also for students interested in the performance aspects of performing onstage and in films with visual effects. The VTL has given workshops to the Screen Actors Guild-American Federation of Television and Radio Artists (SAG-AFTRA) the American labor union representing over 160,000 film and television principal and background performers, journalists, and radio personalities worldwide and is listed as an educational venue on The Michigan Film Office Website.

On November 1, 2014, the VTL will premiere its latest production, *Dinosaurus!* The 3D stereo animated images and scenery are projected on a 35' wide screen that covers the entire width of the Adray auditorium stage. The screen is 18' high. The images are projected in 3D and the dinosaurs appear to be next to the actors. The 3D stereo effect will make the dinosaurs appear 10' from the closest spectator. The audience wears 3D glasses. The show is for children, first-fifth grade. The equipment for this show was made possible with a grant given the VTL (Virtual Theatricality Lab) in 2012 by HFC's Technology Investment Fund Committee. The video clip from the rehearsal is to give you an idea of what the show will look like. This is not a cartoon or a movie. Live actors will INTERACT with the 3D stereo screen images. This is "Virtual Theatricality." The rehearsal video and rehearsal still images you see are not "Photoshopped" or "Greenscreen." They are from actual rehearsals of *Dinosaurus!*



Tracy Pierner, PhD, PE
Vice President of Academic Affairs



Stanley E. Jensen, PhD
President

**HENRY FORD COMMUNITY COLLEGE
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BID AWARD

SUBJECT: Square D 15kV Interrupter Switchgear
Sealed Bid #15357


The College administration requests a contract for the purchase of a Square D 15kV Primary Load Interrupter Switch. This equipment is an integral part of the project to convert the primary electrical service on the north electrical loop of the Main Campus from 4.8kV to 13.2kV. It will be used in the work to replace an existing 15kV primary cable that services the Learning Technology Center. Plant fund accounts will be used for this work.

Bids were solicited under Sealed Bid #15357. The bid results are tabulated below:


| | |
|---------------------------|-------------|
| Graybar Electric | \$26,868.91 |
| R Simon Electric | 27,560.00 |
| K L McCoy & Associates | No Bid |
| Grainger | No Reply |
| La Salle Electric Supply | No Reply |
| Madison Electric Company | No Reply |
| Standard Electric Supply | No Reply |
| Wesco Distribution | No Reply |
| Wyandotte Electric Supply | No Reply |

RECOMMENDATION:

The College administration recommends the award of a contract to Graybar Electric in the amount of \$26,868.91 for the purchase of Square D 15kV Interrupter Switchgear, in accordance with the specifications of Sealed Bid #15357.



John S. Satkowski, JD
Vice President, Financial and Auxiliary Services



Stanley E. Jensen, PhD
President

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

CONTRACT AWARD

SUBJECT: CareerFocus Magazine

The College administration requests a contract for the printing of the Spring 2015 edition of the CareerFocus Magazine and associated services. The CareerFocus Magazine is a product of the CareerFocus Consortium of Community Colleges, a network of 75 community colleges. The consortium allows each member college to draw from an extensive library of professionally written articles, full-service design, mailing and printing services to produce a customized magazine about career-oriented programs for current and potential students. By providing information about real careers, including salaries and testimonials, the magazine and related on-line resources can help students make better decisions about their education and the careers that community college programs could prepare them for. The consortium's CareerFocus publications are available exclusive through Academic Marketing Services.


The CareerFocus Magazine is a 16 page, glossy, full color publication. The cost for the magazine totals \$31,932 which includes printing 81,000 copies (\$23,972 or \$0.296/ea); postage for mailing 80,000 copies (\$6,960 or \$0.087/ea); analytical marketing tools (included); fully-responsive on-line editions for PC, tablet, mobile and social media (included); and full access to the consortium's library, design services, and mail preparation services (included). Local dollars for the Federal Vocational Education Equipment Grant (Perkins) provide the funds for this purchase.

RECOMMENDATION:

The College administration recommends the award of a contract to Academic Marketing Services in the amount of \$31,932 for the printing of the CareerFocus Magazine and associated services, in accordance with Quote #10173-5B dated August 12, 2014.



John S. Satkowski, JD
Vice President, Financial and Auxiliary Services



Stanley E. Jensen, PhD
President

**HENRY FORD COLLEGE
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CONTRACT AWARD

SUBJECT: Consulting and Architectural Services, Master Planning Project – Phase 2

The College administration requests a contract for the professional consulting and architectural services necessary to complete the Master Planning project. Under the first phase of this contract in fiscal year 2014, the architect furnished a programmatic and functional analysis, a space utilization study, a facility condition assessment, a base development plan, and a feasibility study. In the second and final phase of the project, the architect shall lead a process in collaboration with stakeholder groups to: analyze the site plan and assess the physical and environmental conditions of buildings and land; develop and review multiple planning concepts to select a final Master Plan concept; and refine the facilities Master Plan and develop a comprehensive Master Plan document that includes cost estimates and phasing options. Groups that will work in conjunction with the architect throughout this process include: the Board of Trustees, the Facilities Master Planning Committee, and the larger college community.


Stantec Architecture, Inc. (formerly known as SHW Group) provided a quote for the above services in the lump sum amount of \$67,000 plus a unit cost of \$0.09/sq. ft. for the facility assessment (dependent of the square footage of assessed buildings). The following buildings will be assessed: Technology, Athletic Memorial, College Store, Facilities Management, and Fine Arts. Based on 280,000 sq. ft. of combined building space, the estimated total cost of the contract is \$92,200. Stantec is prepared to begin work immediately. A sole source award is requested in accordance with Board Policy #2110 which sets the bid threshold for architectural and design services at \$359,377.

RECOMMENDATION:

The College administration recommends the award of a contract to Stantec Architecture, Inc. in the amount of \$92,200 for Consulting and Architectural Services for the Master Planning Project – Phase 2, in accordance with SHW Group proposal dated October 18, 2013 and Board Policy #2110.



John S. Satkowski, JD
Vice President, Financial and Auxiliary Services



Stanley E. Jensen, PhD
President

STAFF RECOMMENDATIONS

Recommended motion: Move that the following staff recommendations at HFC be approved:

Appointment (A-3)

Cynthia Adam, 3688 Pillar Drive West, Whitmore Lake, 48189, Instructor, Health Sciences Division, \$57,591 (prorated), MA, Step 4, effective 8/26/14, 10 Months; BS degree from Wayne State University with a major in nursing; MS degree from Eastern Michigan University with a major in nursing. This is a temporary, full-time assignment for the Fall 2014 semester.

Tina Adkins, 13346 Mark, Southgate, 48195, Instructor, Health Sciences Division, \$48,729 (prorated) LMA, Step 4, effective 8/26/14, 10 Months; BS degree from Wayne State University with a major in nursing. This is a temporary, full-time assignment for the Fall 2014 semester.

Nicole Cobb, 15146 Pond Village Drive, Taylor, 48180, Food Service Associate, Skylight Café, \$9.27 per hour, Step 1, effective 9/30/14, 10 Months.

Reilene Eckert, 21217 8 1/2 Mile Road, Southfield, 48075, Instructor, Health Sciences Division, \$48,729 (prorated), LMA, Step 4, effective 8/26/14, 10 Months; BS degree from University of Detroit Mercy with a major in nursing. This is a temporary, full-time assignment for the Fall 2014 semester.

Jessica Guy, 540 East Portage Trail, #312, Cuyahoga Falls, OH, 44221, Admissions Associate III, Recruitment and Admissions, \$18.13, Step 4, effective 10/7/14, 12 Months.

Joan Kelley, 4501 Woodward, #516, Detroit, 48201, Instructor, Health Sciences Division, \$48,729 (prorated) LMA, Step 4, effective 8/26/14, 10 Months; BS degree from Wayne State University with a major in nursing. This is a temporary, full-time assignment for the Fall 2014 semester.

Toya Reed-Massenberg, 8703 Dexter Avenue, Detroit, 48206, Food Service Associate, Skylight Café, \$9.27 per hour, Step 1, effective 9/15/14, 10 Months.

Elexa Riggins, 17388 Birchcrest, Detroit, 48221, Food Service Associate, Skylight Café, \$9.27 per hour, Step 1, effective 9/15/14, 10 Months.

Salary Change in Status (B-3)

Edward Hills, from Lab Associate II, Learning Lab, Full-Time, 11 Months, to Library Associate II, Full-Time, Library, 12 Months, effective 9/9/14.

Molly McCord, Instructor, Communications Division, from MA, Step 7, Schedule HFCC Federation of Teachers, to MA30, Step 7, Schedule HFCC Federation of Teachers; REASON: Completed requirements for written communication degree in Eastern Michigan University, effective 8/26/14.

Change in Classification (C-3)

Harold Kelley, from Shipping/Receiving Associate, Purchasing, to Grounds Leader, Facility Services, effective 9/2/14, \$19.93 per hour, \$0.85 longevity, total \$20.78 per hour, Step 13, 12 Months.