

**HENRY FORD COLLEGE
REGULAR BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
FEBRUARY 16, 2015**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, February 16, 2015, at the Henry Ford College Administrative Services and Conference Center at 7:02 p.m. by Chair Schoelles.

ROLL CALL

On roll call, the following were present: Trustees Bazzi, Guido, Lane, McDonald, Meade, Petlichkoff and Chair Schoelles. There being a quorum, the meeting was declared in session.

II. APPROVAL OF MINUTES

Resolution offered by Trustee McDonald and supported by Trustee Petlichkoff was adopted with unanimous approval attached that the following minutes of the Board of Trustees be approved:

Regular Meeting – January 20, 2015
Special Meeting – January 25, 2015

III. RECOGNITION AND ACKNOWLEDGEMENTS

Recognition and acknowledgements were read by Marcos Carrillo, a second-year student at Henry Ford College majoring in pre-professional biology. Marcos recently joined the Council of World Cultures. Outside HFC, he has devoted his time to advocating for the rights of immigrants and the LGBTQ community.

- Kyrsten Rue, Co-op Coordinator, was recently appointed as an advisory board member for the Workforce Intelligence Network (WIN) and MI Bright Futures program. Her role on the board will be to work with business and industry partners to provide shadowing and internship opportunities to community youth in helping them identify a career choice before reaching college.
- Congratulations to the HFC Men's Wrestling Club on another impressive showing at the Laker Classic, hosted by Grand Valley State University on Sunday, February 1, 2015. The competition champion was Leon Shannon; Andrew Osborn and Dominique Walker placed second; and Austin Koehler, Aaron Knight, Jeff Henderson and Darian Holmes placed third. The Wrestling Club did well on Saturday, February 7, in Toledo for the Glass City Duals. Our team won three out of four matches, beating the University of Michigan, University of Toledo, and Mott Community College.
- The Henry Ford College Hawks would like to congratulate athletes who made the Fall 2014 Academic Team. Each sport had at least one representative with the baseball team boasting eighteen academic all stars.

- Chad Austin, Joyce Hovermale and Kyrsten Rue were selected as presenters for the 2015 Michigan Career Educators and Employers Alliance Conference. Their presentation title is "Office Overhaul! Maximize Rebranding and Marketing Efforts with Minimal Resources."
- The Department of Career Services hosted a three-day Job Fair sponsored by Comerica Park. Henry Ford College students were given exclusive interviews on Monday February 9. Dearborn community members were invited to interview on February 11 and 16. Over 350 individuals were interviewed.
- There was another great turnout at the 2015 MNSA (Michigan Nursing Student Association) Conference on February 7. Ten HFC Student Nursing Association members along with Vice President Pierner attended the two-day conference in Lansing. The keynote speaker was a former graduate of HFC, Christopher Mullen. In addition, the SNA received two awards, an award for their fundraising efforts and the Future Florence Award (including a check for tuition) presented to Alex Sciacca.
- Congratulations to Caroline M. Peltz, RN and PhD whose abstract was selected by the Sigma Theta Tau International's 26th International Nursing Research Congress for an oral presentation. The subject of her abstract was "Mentoring as it Relates to Persistence in Associate Degree Nursing Students."
- Congratulations to Tiffany Febbish and Amber Awada who have been selected as prize winners for their submission to the Liberal Arts Network for Development (LAND). The subject of their research work was "Invasive Plants on the Rise."

IV. PRESIDENT'S ITEMS

President Jensen reviewed the monthly Cash Forecast and budget reports with the Board. Also reviewed was the state of Michigan FY 2015-16 Community College Appropriation table. The funds appropriated are tied to completion rates. The term "completion" as used in this instance means post high school graduates who are first time, full-time students and have been bestowed with an associated degree or certificate of program completion within three years. This does not include transfer students.

V. SPECIAL REPORTS

A. Volunteerism and Charitable Giving – Board Report #4128 – Vice President Copprie

Henry Ford College is known for its care and compassion by the communities in which it serves. Faculty, staff and students willingly perform acts of kindness and generously give donations for worthy causes. Volunteerism and charitable giving boosts the morale of faculty and staff as well as provide a level of personal satisfaction in making a difference in the lives of others.

Students are encouraged to participate in community service activities as a means of building character, strengthening ties to the community, and benefiting society as a whole. The mission of Henry Ford College is to transform lives and build better futures, and one way this is accomplished is through volunteerism. Our students are responsive, work collaboratively, show empathy and exercise critical thinking skills to make change happen. Engagement in the community, while attending Henry Ford

College, enhances the learning and college experience of students. It shapes and strengthens their sense of social responsibility.

Listed below are a few of the volunteer and charitable activities performed by Henry Ford College faculty, staff, student clubs, and student athletes:

- The Amnesty International Club raised and donated over \$500.00 for the Freedom House, a shelter for refugees.
- Student athletes representing softball, baseball, and men's and women's basketball teams conducted a sports clinic at O. L. Smith Middle School in Dearborn for approximately 70 selected students. The clinic focused on conditioning, life skills, and offensive and defensive skills.
- Staff Council sponsored the 18th Annual Toys for Tots Drive, collecting over 400 toys to be delivered to small children from disadvantaged families.
- Members of the WINGS Mentoring Program helped young ladies at Vista Maria (a residential and outpatient therapy program for girls under 18), create vision boards and realize goals.
- The Lebanese American Heritage Club raised \$170.00 that was donated towards a turkey drive during the holiday season.
- The Diversity Club collected hygienic items in support of the Ruth Ellis Center, an agency that serves the needs of runaway, homeless, and at-risk LGBT youth.
- Student athletes collected over 500 pounds of canned goods to assist the Child Development Center's food drive in support of Gleaners Community Food Bank.
- The Business and Computer Technology Division hosted the Fourth Annual Pajama Drive collecting over 50 pairs of new pajamas for COTS.
- The Student Veterans Association assisted with the collection of donations for the military care package project.
- The Child Development Center hosted a St. Jude Trike-A-Thon raising over \$6,000.00 since 2008.
- Members of the Student Environmental Association volunteered to remove invasive species as part of an environmental project.
- Staff Council sponsored military care packages collecting over 1,300 items (nine boxes) that were sent to three military units overseas.
- The Baking Club donated gingerbread houses to the Children's Hospital Festival of Trees event.
- The library staff hosted the 21st Annual Mitten Tree collecting over 200 gloves, mitten, hats, scarves and socks that were donated to COTS.
- The Student Nurses Association sponsored Coin Wars, an ongoing collection of coins, and donated funds to the Karmanos Cancer Institute and other charities.
- The Community Service Club held a clothing drive in support of the Salvation Army.
- Staff members organized the Toys for Spot Drive in support of the Dearborn Animal Shelter.
- Over 80 faculty, staff and students participated in the 22nd Annual Dr. Martin Luther King Jr. Day of Service, assisting with food packaging, making fleece blankets, painting, and other projects to help local agencies.
- The Community Service Club donated food to the Michigan Veterans Detroit Shelter for their lunch program.
- The Student Nurses Association served food at the Cass Community Kitchen.

- Phi Theta Kappa donated candy and sponsored a table at “Track or Treat”, a community service event.

Henry Ford College has created a culture of giving and continues to positively impact the community with various services on and off campus. As an institution of higher education, Henry Ford College makes it evident that teaching and learning goes well beyond the classroom in transforming lives.

Vice President Copprue introduced Cassandra Fluker, Student Activities Officer, and Rochelle Taylor, Athletic Director, who provided a slide presentation in conjunction with their Board Report. Pre-engineering student, Omar Dahbali, spoke on his volunteerism work which includes the formation of an Engineer Club that does outreach with high school students to provide them with guidance on how to proceed in their pursuit of an engineering degree.

Trustee Bazzi thanked the presenters for all their work and even more importantly for being role models by setting a precedent in showing students how to care about, and for, other people. Trustee Lane added that companies value community service in their employees as well.

VI. DISCUSSION ITEMS

None

VII. ACTION ITEMS

A. Citizen Participation

None

B. Special Consideration of an Action Item

None

C. Motion to Approve Action Items

Resolution offered by Trustee Meade and supported by Trustee Guido was adopted with unanimous approval attached to move that action items 1 through 11, with the exception of action items 10 and 11, be approved as recommended.

FINANCE

None

BIDS AND CONTRACTS

1. College Store Roof Replacement – Board Report #4129 – Vice President Satkowski

Moved that the award of a contract to Royal Roofing Co., Inc. in the amount of \$163,840 for the College Store Roof Replacement project, in accordance with the specifications of Sealed Bid #15726, be approved.

2. Classroom Audio Visual Systems – Board Report #4130 – Vice President Satkowski

Moved that the award of a contract to Tekin Integrated Systems, Inc. in the amount of \$85,893.21 to install twelve (12) Classroom Audio Visual Systems, in accordance with the specifications of RFP #15772, be approved.

3. Intel Core i7 Computer Systems, Industrial Technology – Board Report #4131 – Vice President Satkowski

Moved that the award of a contract to Access Interactive in the amount of \$61,238 for the purchase of sixty-seven Intel Core i7 Computer Systems and related components, in accordance with the specifications of Sealed Bid #15773, be approved.

4. CareerFocus Magazine – Board Report #4132 – Vice President Satkowski

Moved that the award of a contract to Academic Marketing Services in the amount of \$31,460 for the printing of the CareerFocus Magazine and associated services, in accordance with Quote #10173-1 dated January 22, 2015, be approved.

5. ASCC First Floor Renovations Project – Board Report #4133 – Vice President Satkowski

Moved that the award of a contract to DMC Consultants, Inc. in the amount of \$64,260 for the ASCC First Floor Renovations project, in accordance with the specifications of Sealed Bid #15879, be approved.

HUMAN RESOURCES

6. Staff Recommendations – Vice President Eschenburg

Moved that the staff recommendations, as presented in Board Report #4134 Retirement A-8; Other Severance B-8; Appointment C-8; Change in Classification D-8; and Salary Change in Status E-8, be approved.

7. Interim Manager, Workforce and Professional Development – Vice President Eschenburg

Moved that the appointment of Ms. Jan Artushin to the position of Interim Manager, Workforce and Professional Development, at Grade 7, Step 2, of the 2014-2015 Henry Ford College Administrators' Association Salary Schedule, effective February 1, 2015, be approved.

8. Interim Manager, Workforce and Professional Development – Vice President Eschenburg

Moved that the appointment of Ms. Roxanne Lopetrone to the position of Interim Manager, Workforce and Professional Development, at Grade 7, Step 2, of the 2014-2015 Henry Ford College Administrators' Association Salary Schedule, effective February 1, 2015, be approved.

BOARD ADMINISTRATIVE SERVICES

9. FY 2014-2015 Mid-Year Budget Adjustment – Vice President Satkowski

Moved that the FY 2014-2015 Mid-Year Budget Adjustment as presented in Board Report #4123 on January 20, 2015, be approved.

10. Calling for a Closed Session – Chair Schoelles

Moved that the motion to enter into a closed session to consider material exempt from discussion or disclosure by state or federal statute, per Section 8 (h), offered by Chair Schoelles and supported by Trustee McDonald with the following roll call attached: Ayes: Trustees Bazzi, Guido, Lane, McDonald, Meade, Petlichkoff and Chair Schoelles (7); Nays: None (0), be approved.

Regular meeting was suspended to go into closed session at 8:25 p.m.

Regular meeting reconvened at 9:30 p.m.

Moved that the motion to extend the meeting fifteen minutes offered by Trustee Meade and supported by Trustee Petlichkoff with a unanimous roll call attached, be approved.

11. Constitution for the Faculty Organization and Revisions to the Agreement Between the Board of Trustees of Henry Ford Community College and the Henry Ford Community College Federation of Teachers, American Federation of Teachers Local 1650 (2013-2018) – Vice President Husband

Background Information: As charged by the Board of Trustees at their regular meetings held on November 18, 2013 and April 21, 2014, the Henry Ford Community College Federation of Teachers, American Federation of Teachers Local 1650 ("Local 1650") and the Henry Ford College Administration have tentatively agreed to:

- 1) Constitution for the Faculty Organization and
- 2) Revisions to the Agreement Between the Board of Trustees of Henry Ford Community College and the Henry Ford Community College Federation of Teachers, American Federation of Teachers Local 1650 (2013-2018) as follows:
 - a) language replacing Article IV. D./E. which references the Constitution,
 - b) revisions to Article XXIX. C. Grievance Procedure 1. Preliminary Stage, and

- c) language replacing the second paragraph of Article IV. A. regarding the filling of a full-time faculty position.

It is acknowledged that the tentatively agreed to aforementioned revisions will be presented by Local 1650 officers to the Local 1650 membership.

Moved that the motion to adopt the Constitution for the Faculty Organization and aforementioned revisions to the Agreement Between the Board of Trustees of Henry Ford Community College and the Henry Ford Community College Federation of Teachers, American Federation of Teachers Local 1650 (2013-2018) as offered by Trustee Bazzi and supported by Trustee Meade with unanimous roll call attached, be approved.

VIII. BOARD OF TRUSTEES BUSINESS

A. Board Member Reports

None

B. Requests for Information and/or Future Agenda Items

None

C. Board Member Commentary

None

IX. ACKNOWLEDGEMENT OF CORRESPONDENCE

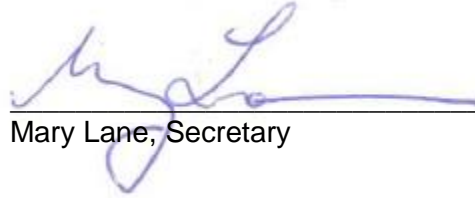
None

X. FUTURE MEETING DATES

- A. Monday, March 9, 2015, **P-12** Board of Education Meeting, 7:00 p.m., at the Administrative Service Center, in the Frank Franchi Board Room.
- B. Monday, March 9, 2015, **P-12** Board of Education Special Meeting (closed-property) (upon Board approval), immediately following Board meeting, at the Administrative Service Center, in the Frank Franchi Board Room.
- C. Monday, March 16, 2015, **HFC** Meeting, 7:00 p.m., at the Andrew Mazzara Administrative Services and Conference Center, in the Rosenau Board Room, Henry Ford College.
- D. Monday, April 13, 2015, **P-12** Board of Education Meeting, 7:00 p.m., at the Administrative Service Center, in the Frank Franchi Board Room.
- E. Monday, April 20, 2015, **HFC** Meeting, 7:00 p.m., at the Andrew Mazzara Administrative Services and Conference Center, in the Rosenau Board Room, Henry Ford College.

XI. ADJOURNMENT

Meeting adjourned at 9:35 p.m.



Mary Lane, Secretary