

**HENRY FORD COLLEGE
REGULAR BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
SEPTEMBER 21, 2015**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, September 21, 2015, at the Henry Ford College Administrative Services and Conference Center at 7:02 p.m. by Chair McDonald.

ROLL CALL

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

II. APPROVAL OF MINUTES

Resolution offered by Trustee Petlichkoff, supported by Trustee Meade, was adopted unanimously by those members present, that the minutes of the Regular HFC Meeting, August 17, 2015, be approved.

Hearing no other corrections or additions, Chair McDonald attached a unanimous affirmative vote.

III. RECOGNITION AND ACKNOWLEDGEMENTS

Recognition and acknowledgement items were read by Jessica Araj. Jessica is a second year Culinary Arts student and is also a full-time receptionist in the Office of Human Resources at the College.

- Holly Diamond, Executive Director of Enrollment Services and Registrar for Henry Ford College, received an invitation to deliver the keynote address at the annual, statewide conference of the Michigan Association of Collegiate Registrars and Admissions Officers (MACRAO) on November 9, 2015.
- Henry Ford College's Office of Admissions is hosting Discovery Day on Thursday, October 1 in the Student and Culinary Arts Center. Faculty, and other experts, will provide information about career opportunities and pathways, job opening projections and how students can maximize their time while enrolled at HFC. Current and prospective students, education partners, and parents will receive in depth information about HFC's associate degree and certificate programs, 3+1 and University Center opportunities, financial aid and the Seven Steps to Enrollment.
- The Office of Career Services is sponsoring its annual Career Expo on October 8, 2015 in the Student and Culinary Arts Center. More than 40 employers representing the auto, health care, banking and transportation industries will attend.
- Fifty percent (34 out of 67) of all HFC athletes achieved a 3.0 or higher GPA for the 2014-15 academic year.

IV. PRESIDENT'S ITEMS

- President Jensen had an opportunity to speak with Jamie Dimon, CEO of JP Morgan Chase prior to his speaking engagement at the Detroit Economic Club. JP Morgan Chase has a \$3m grant funding opportunity available for institutions across the United States.
- While attending Vice President Biden's speaking event at the City of Detroit Transportation Center, President Jensen had the opportunity to speak with several dignitaries and Senators on Senate Bill 98 (Community College Baccalaureate Degrees). He also mentioned that a public opinion survey found 84 percent of those surveyed are in favor of the Bill.
- On October 2, the College will host Manufacturing Day. More information will be forthcoming.
- The College will build our balanced scorecard in line with President Obama's College Scorecard.
- President Jensen met with Mark Heppner and Kathleen Mullins of the Edsel Ford Estates in regard to creating student internships for students to work along with laborers restoring the Henry Ford Estate as well as Communication interns.
- Daily Cash Flow forecast as of September 16 was reviewed with the Board of Trustees.
- HFC will take the lead in the development of apprenticeship programs sustainable for small businesses due to a \$4m grant that was awarded by the Michigan Center for Apprenticeship Innovation.
- An additional \$5m multi-state grant was also awarded for a coalition which includes the UAW and in which HFC will be the lead college with funding included for a project manager and assistant project manager.
- President Jensen had a wonderful meeting with Henry Ford III.

IV. SPECIAL REPORTS

A. Higher Learning Commission Reaccreditation 2015 – Board Report #4209 – Vice President Chadwick

Henry Ford College has been accredited by the North Central Association of Colleges and Schools, Higher Learning Commission (NCA/HLC) since 1949 and was scheduled for reaccreditation in 2015. A team of peer reviewers trained by the Higher Learning Commission visited HFC on April 27 and 28, 2015 to determine whether the College met the Commission's established criteria for accreditation. Reaccreditation from the Higher Learning Commission is critical to the College as it allows for the receipt of Title IV Federal Financial Aid funds.

In February, 2012, the Board of NCA/HLC finalized new criteria and new models for accreditation that they had been working on over the prior four years. These changes come as a result of increasing pressures from the U.S. Department of Education and other external/public pressures for increased transparency and accountability in higher education. The new criteria for accreditation are:

- **Criterion One - Mission** - *The institution's mission is clear and articulated publicly; it guides the institution's operations;*

- **Criterion Two - Integrity: Ethical and Responsible Conduct** - *The institution acts with integrity; its conduct is ethical and reasonable;*
- **Criterion Three - Teaching and Learning: Quality, Resources, and Support** - *The institution provides high quality education, wherever and however its offerings are delivered;*
- **Criterion Four- Teaching and Learning: Evaluation and Improvement** - *The institution demonstrates responsibility for the quality of its educational programs, learning environments, and support services, and it evaluates their effectiveness for student learning through processes designed to promote continuous improvement; and*
- **Criterion Five - Resources, Planning, and Institutional Effectiveness** - *The institution's resources, structures and processes are efficient to fulfill its mission, improve the quality of its educational offerings, and respond to future challenges and opportunities. The institution plans for the future.*

In addition to the five criteria, the College must also meet twenty-one core components and sixty-eight sub components.

The "Reaccreditation Team" was formed in December 2013 to gather evidence and create an assurance argument that was forwarded to the Commission on March 30, 2015. This cross-functional team included faculty, staff and administrators Reginald Best, Becky Chadwick, Rama Chidambarum, Adam Cloutier, Betsy Cohn, Lisa Copprue, Holly Diamond, Cynthia Eschenburg, Eileen Husband, Paul Fisher, Janice Gilliland, Lori Gonko, Katherine Grahl, Diane Green, Charles Jacobs, Peter Kim, Randy Knight, Tricia Llewellyn, Catherine Marsden, Jim Martini, Tracy Pierner, Gary Saganski, John Satkowski, Kim Schopmeyer, Tim Seguin, Susan Shunkwiler, and Karen Wilmering.

Team members provided a written argument and supporting evidence that illustrates how the College met the criteria for accreditation. Betsy Cohn, English and World Languages faculty member, graciously volunteered to be the main writer of the report. At numerous points throughout the process, the reaccreditation team sought the input and advice of the entire College community.

As a result of the visit, the College has been reaccredited for ten years and has met all criteria for accreditation. The College has been placed on the Standard Pathway, one of the two new models (pathways) for accreditation and is scheduled for another comprehensive visit in 2019.

Vice President Chadwick gave a presentation on the reaccreditation process which included comparisons with the process that took place in 2005 and the many differences with the process that just took place. Although all criteria has been met, there were forty-three items identified as needing additional work. Trustee Guido inquired as to when we can expect the next update. Vice President Chadwick indicated that a chart has already been developed to track the process until the next visit in four years and with the SPOL software yearly updates will be readily available.

- B. Camp Henry – Summer Camps at HFC M-TEC – Board Report #4210 – Vice President Pierner

During the summer of 2015, Henry Ford College M-TEC presented Camp Henry, a series of summer camps targeting middle and high school students. This initiative serves to spark an interest in careers that will be available when students are ready, build a pipeline for these programs and provide a community service. Camp Henry featured six camps: Android Applications Camp, Camp 5101 (culinary arts), Camp RN, What STEMs from Here?, It's in the Genes: Unraveling DNA's Secrets, and Project Lead the Way (PLTW). Elizabeth (Libbie) Lamott Rutherford, Manager of Collegiate Partnerships, coordinated these efforts.

The Android App Camp, in its first year, was made possible by generous grant funding from UAW-Ford and the Ford Fund. Henry Ford College hosted 60 students July 13-17, July 20-24 and August, 10-14. HFC adjunct instructors Margaret Green and Boris Tuman led this effort. Students learned to build apps from scratch and how to upload them on the Google Play Store. The college will have its own Henry Ford College Google Play Store to house student applications for free download.

Camp 5101, our inaugural culinary arts camp, took place June 15-18. Jeffrey Lao, HFC faculty member, led 17 middle and high school students who focused on the farm to fork journey. Students were immersed in cooking fundamentals, safety and different cooking methods. This camp was featured in the Detroit Free Press and the Dearborn Herald.

Camp RN was made possible in partnership with Oakland University and the Star Academy. HFC's Nursing Division welcomed 26 potential nursing students July 13-17. Peggy Kearney and Erica Sun, HFC faculty, led students through nutrition, dissection, anatomy and physiology, nutritional science and nursing fundamentals including CPR and first aid. The camp ended with a job shadowing experience at Oakwood Hospital.

This was the second year of What STEMs from Here?, made possible in part by grants from the Nuts, Bolts & Thingamajigs Foundation in partnership with Kelly Services and the Dul Foundation. Six middle and high school students joined us July 27-31, 2015. HFC faculty Roger Weekes took students through design and engineering fundamentals, manufacturing, robotics and entrepreneurship. The activities included field trips to the Ford Rouge Plant in Dearborn, MI and Clips and Clamps in Plymouth, MI.

In our second year, It's in the Genes: Unraveling DNA's Secrets, was a camp targeted at middle school girls. Fifteen girls participated (including DNA Camp alum who served as mentors) July 29-31. Cheryl Garrett, Carla Serfas and Christy Ward of HFC's Math and Science Division led students through the roles of DNA in genetics, health and disease, biotechnology and forensics. Lab and field work were highlights of the camp. HFC was featured in the Dearborn Herald.

Year two of Project Lead the Way (PLTW) Camp was a partnership between Henry Ford College (HFC) and Project Lead the Way. PLTW instructor and Dearborn Schools science teacher Jennifer Gleason led seven middle school students July 20-24. This cohort participated in a rigorous STEM workshop including problem-solving challenges, the design process, computer-aided design, basic computer programming and robotics.

Vice President Pierner introduced Elizabeth (Libbie) Lamott Rutherford who gave a presentation on six camps that were held during the summer months for middle school students. There were three additional camps added this year as compared to last year. Trustee Lane suggested that a camp on organic gardens and/or eco-systems be included in the future.

C. China Visit – BBA 290 – Board Report #4211 – Vice President Pierner

In August, full-time faculty member Chef Kris Jablonski traveled to China with 11 HFC students as part of a project coordinated by the China Education Association for International Exchange (CEAIE). The PathPro Project is one of the fruits of the fourth round of U.S.-China Consultation on People-to-People Exchange (CPE) co-chaired by Secretary of State John Kerry and Chinese Vice Premier Liu Yan-Dong in 2013. The Project aims to build up a sustainable platform for cooperation between Chinese vocational colleges and U.S. colleges and universities, especially through enhancing global perspectives of faculty and students.

As one of the initiatives of the PathPro Project, a two-week program was developed to offer students from the United States opportunities to gain hands-on experience with Chinese students, to explore emerging industries in China, and to witness the charm of a nation with a fast growing economy and a fascinating traditional culture.

The PathPro Project was built on four pillars:

Professional courses, wherein students participate in courses at Chinese vocational colleges through hands-on experiences in a working kitchen environment.

Industry exposure, wherein students visit sites and meet with management of Chinese hospitality enterprises.

City exploration, wherein students explore scenic places in China, such as the Great Wall, the Forbidden City, and so on.

Cultural experience, wherein students are able to emerge themselves into traditional Chinese culture through activities such as vegetable carving.

Chef Jablonski and the students departed from Detroit on August 7 and arrived in Beijing on August 8. In China, the HFC contingent met up with their Chinese counterparts as well as two faculty members and several students from Jackson College in Jackson, MI. Over the course of the next two weeks, they visited the cities of Beijing, Qingdao, Hangzhou, and Shanghai. They participated in cooking demonstrations, visited culturally significant Chinese sites, and formed personal and professional relationships with their Chinese and American counterparts. Chef Kris and his students returned home safely on August 24. They all agreed it was a once-in-a-lifetime experience that they will not soon forget.

The students on the trip were simultaneously enrolled in BBA 290 – Study Abroad in International Business, a 3-credit course offered by the Business and Computer Technology Division. The PathPro project office sponsored the event, and the only costs to the students included international flights, visa applications, insurance, and

other personal costs. Lodging, food, transportation, and the services of an interpreter were all covered by the CEAIE.

The trip came together very quickly, primarily through the hard work of Chef Eric Gackenbach, Chef Kris Jablonski, Eva Kelly, Lea Sayles, Denise Modrzynski, Dr. Tracy Pierner, and Johnny May (who set up a security briefing with the FBI for students prior to the trip).

Vice President Pierner introduced Chef Kris Jablonski who led a “mini-tour” presentation on their visit to China. Jessica Araj and Savannah Beilfuss, students who accompanied Chef Jablonski to China, provided their perspectives on the trip and on how much they enjoyed this “once in a lifetime” opportunity.

Trustee Bazzi asked if it would be possible for the College to provide scholarships so that students who don’t have the funds to pay for trip expenses can be included in this great opportunity.

V. DISCUSSION ITEMS

A. Local Strategic Value Resolution – Board Report #4212 – Vice President Satkowski

Historically, the state legislature has appropriated funds to community colleges intended to support the general operations of the college. Generally, the appropriation to each community college has been based on a formula. Since 2006, the funding formula has included certain performance measures. This practice continues for the current fiscal year.

For fiscal year 2015-2016, the legislature approved an overall increase in funding to community colleges of approximately 1.6% over the prior fiscal year. The legislation included a formula that allocates the increase to each community college according to categories of performance indicators. The formula allocates 50% of the increase proportionate to the college’s appropriation for last fiscal year, 10% based on full-time equated students, 7.5% based on administrative costs, 17.5% based on degrees awarded with certain degrees counting for more, and 15% allocated for local strategic value.

Local strategic value addresses the value the college brings to business and industry in the region and the community the college serves. This measure has been further defined to include three specific sub-categories: economic development and business or industry partnerships; educational partnerships; and community services.

For each sub-category, the legislation lists five relevant best practices. For example, best practices within the sub-category of economic development and business or industry partnerships include active partnerships with local employers and customized on-site training for area companies. Best practices in the educational partnerships sub-category include active partnerships with regional high schools and programs to promote the successful transition to college for traditional age students and for reentering adult students. The community services sub-category includes best practices such as continuing education programs for personal enrichment and

professional development as well as community theater, musical ensembles, art galleries, and radio stations.

In order to receive funding under the local strategic value category, community colleges must confirm they meet four of the five best practices listed for each sub-category. The wide range of educational programs and business and industry partnerships at Henry Ford College ensure that HFC readily meets the best practices criteria.

The legislation further requires that the Board of Trustees approve a resolution certifying that the college meets the requirements of local strategic value and submit the resolution to the State Budget Director by October 15. With the approval of the Board, the resolution for HFC would be submitted as directed by the legislation.

Local Strategic Value Resolution – Board Report #4212 – Attachment A

Community Colleges Local Strategic Value Template

Please use this table as a method to succinctly detail what your community college is doing to meet the best practices in each category. Each category is worth one-third of the total amount available for your institution. Your institution must meet 4 out of 5 best practices in a category to receive funding associated with that category.

Best Practices by Category	Examples of Adherence
Category A: Economic Development and Business or Industry Partnerships (must meet 4 of 5)	
(i) The community college has active partnerships with local employers including hospitals and health care providers.	<p>HFC has many partnerships with local employers such as with a consortium of companies that include Inergy Automotive Systems, LLC, New Center Stamping, Proper Group International, EMAG LLC, FTE Automotive USA, Brose North America, ZF North America, Heller Machine Tools, Kostal North America, Detroit Inc., Benteler, Van-Rob, Borg-Warner, ZF, K & S Services, KlingelInberg and the Michigan Economic Development Corporation in the Michigan Advanced Technical Training program. The ASSET program is a partnership with Ford Motor Company to train auto repair technicians for Ford dealerships. HFC is a HAAS Center which trains students on HAAS CNC equipment. Our CISCO Academy prepares students for industry networking certifications.</p> <p>Partnerships in the health care field include our consortium with Henry Ford Health Systems and Dearborn Public Schools for the HFC Early College in Health Careers which graduated its first class in May 2012. HFC has also partnered with Henry Ford Health Systems in a collaborative educational relationship in the Ophthalmic Technology program. Beaumont Health, Detroit Medical Center, Trinity Health, University of Michigan and many other hospitals and clinics for nursing and health career clinical sites</p> <p>HFC has launched two new early college/dual credit academies in cooperation with Ford Motor Company. The first is a collaboration with the Downriver Career and Technology Consortium and Ford Motor Company’s Flat Rock Assembly Plant. The second is our second on campus Henry Ford Early College – Advanced Manufacturing in collaboration with Dearborn Public Schools and Ford Motor Company’s Next Generation Learning initiative.</p> <p>HFC has established partnerships through the Biotechnology Program that include internships in biotechnology laboratories that are required for students in our Biotechnology AAS Program, so HFC has many partnerships with regional biotechnology employers, including Enzo Life Sciences, NSF International, and Wayne State University.</p>

Best Practices by Category	Examples of Adherence
(ii) The community college provides customized on-site training for area companies, employees, or both.	<p>The College has provided customized on-site training for many regional companies. Most recently, this includes training programs at the Ford Michigan Assembly Plant and Severstal North America. Working with a consortium of colleges, HFC assisted with the development of the AMTEC training program for auto workers that will be offered nationally to auto companies. Most recently, HFC was awarded a Department of Labor grant to develop a new learning paradigm that integrates competency-based learning into training and educational modules to enhance employee training programs for companies and colleges.</p> <p>HFC has launched an Industrial Sewing program in collaboration with the Detroit Garment Group and Michigan Economic Development Corporation and three other community colleges. As part of this initiative, several employers, Lear Corporation, Magna, Shinola, and TDL have actively engaged in the development of the curriculum, provided training equipment and supplies to support classroom training. These companies have also made their facilities available for student visits to observe the work being done in the cut and sew industry.</p> <p>The Workforce and Professional Development Division have collaborated with SEMCA – Michigan Works (Highland Park Office) in conducting advanced manufacturing awareness workshops to assist small and medium size companies recruit new workers. These workshops are conducted for unemployed persons registered with Michigan Works, who are seeking employment in manufacturing. They are provided assistance in completion of job applications, and provided information on the needs for skilled workers. They are also given information on programs offered at the College that could enhance their employment opportunities. Over 300 persons have participated in these workshops over the past school year. Each workshop focuses upon actual companies hiring workers at that time, and individuals are referred to the employer for consideration. Customized training has been provided for such companies as AK Steel, Diversified Chemical Technology, Henkel Chemical, Martinrea Hot Stamping, and CMS Energy, and CMS Energy the parent company of Consumers Energy.</p>
(iii) The community college supports entrepreneurship through a small business assistance center or other training or consulting activities targeted toward small businesses.	The Michigan Technical Education Center (M-TEC) and Workforce and Professional Development Division at HFC is supporting small businesses through training, program development, and professional development opportunities.
(iv) The community college supports technological advancement through industry partnerships, incubation activities, or operation of a Michigan technical education center or other advanced technology center.	HFC operates an MTEC supporting the needs of the business community. HFC has had an M-TEC in place since 2002 which meets the technological advancement best practice.
(v) The community college has active partnerships with local or regional workforce and economic development agencies.	<p>HFC has worked with workforce and economic development agencies through programs such as Pathways Out of Poverty with the Department of Labor and Southwest Solutions. The Detroit Green Works Solutions Program was a collaboration with United Way and WARM. The Earn and Learn Program was a partnership with ACCESS and the Detroit Workforce Board.</p> <p>HFC has active partnerships with SEMCA, DESC, Detroit Regional Chambers of Commerce, DEGC, SEMCOG, Detroit Jobs Alliance, Livonia Chamber of Commerce, Dearborn Area Chambers of Commerce. In addition, HFC is a member of the Workforce Intelligence Network.</p> <p>The College is in its 3rd year in collaboration with the Detroit Scholarship Fund (DSF), putting in place retention and success initiatives that encourage completion among HFC students who are DSF recipients.</p> <p>The Workforce Division conducts workshops throughout the year to</p>

Best Practices by Category	Examples of Adherence
	<p>assist employers develop grants from various public and private funding sources supporting workforce skill development. Fifteen companies have participated in this event during the past four months.</p> <p>In 2014, the Workforce Development Division partnered with UAW-Ford to provide test taking preparation workshops for over 700 unemployed persons in the Detroit area taking the Ford Motor Company employment test.</p> <p>In addition HFC is one of the lead community colleges in the development of the MAT2 educational initiative, Industrial Sewing, and Transportation, Distribution and Logistics in partnership with MEDC, local workforce agencies, and businesses.</p>
Category B: Educational Partnerships (must meet 4 of 5)	
<p>(i) The community college has active partnerships with regional high schools, intermediate school districts, and career-tech centers to provide instruction through dual enrollment, direct credit, middle college, or academy programs.</p>	<p>HFC and Dearborn Public Schools have partnered to offer a new Collegiate Academy and an Early College focused on health careers. In May 2012, we had our first graduates from the HFC Early College. Our Paramedic program at Trenton High School continues to provide criminal justice and emergency medical technician education.</p> <p>HFC has launched three new early college/dual credit academies in cooperation with Ford Motor Company. The first is a collaboration with the Downriver Career and Technology Consortium and Ford Motor Company's Flat Rock Assembly Plant. The second is our second on campus Henry Ford Early College – Advanced Manufacturing in collaboration with Dearborn Public Schools and Ford Motor Company's Next Generation Learning initiative. Finally, we have launched an Early College with the Advanced Technology Academy.</p> <p>In addition, HFC has become the first Project Lead the Way Community College in the state of Michigan and is pursuing an Engineering Academy with Dearborn Public Schools. These programs are built on a strong dual enrollment relationship with our local school district.</p> <p>Further, HFC is a CISCO regional academy which coordinates CISCO networking instruction for area high schools.</p>
<p>(ii) The community college hosts, sponsors, or participates in enrichment programs for area K-12 students, such as college days, summer or after-school programming, or science Olympiad.</p>	<p>The College works to provide enrichment programs for area K-12 students through a variety of programs including various academic and sports camps. The Political Issues Conference draws over 500 high school students and the Business Professionals Association competition brings nearly 800 high students to campus. The CISCO Olympics encourages high school students to compete in a day of networking games and exercises. The College planetarium hosts hundreds of area K-12 students for seasonal shows.</p> <p>Beginning in Summer 2014, HFC conducted two summer camps dedicated to STEM and a unique DNA Camp. In Summer 2015, HFC expanded to 9 summer camps. In addition, our faculty have reached out to our community with participation Science Fair Research Projects and judging with the Dearborn Center for Math, Science, and Technology. HFC Science Faculty provide resources and guidance for local high school students engaging in independent research projects.</p> <p>Every Winter term, approximately 60 High school students participated in the college's symphony band.</p>
<p>(iii) The community college provides, supports, or participates in programming to promote successful transitions to college for traditional age students, including grant programs such as talent search, upward bound, or other activities to promote college readiness in area high schools and community centers.</p>	<p>The College promotes successful transition to college for traditional age students through many initiatives. With the Achieving the Dream grant, the College developed a transition to college program that works directly with high school students and included special courses designed to prepare them for college. The HFC Office of Secondary Partnerships works with area high schools to smooth the admission process to career and technical programs.</p> <p>HFC created two mentoring programs to assist at risk students and</p>

Best Practices by Category	Examples of Adherence
	<p>women pursuing STEM fields to succeed and complete college.</p> <p>Additionally, HFC has developed a series of workshops that are used to assist and prepare students for placement tests to sharpen their skills and properly place them in their chosen field of study. For student who are unable to place into college-level English classes, the Workforce and Professional Development Division offers low-cost, non-credit literacy training.</p> <p>HFC has launched a complete First Year Experience program for our at risk college students based on its successful Inside Track initiative.</p>
<p>(iv) The community college provides, supports, or participates in programming to promote successful transitions to college for new or reentering adult students, such as adult basic education, GED preparation, GED testing, or recruiting, advising, or orientation activities specific to adults.</p>	<p>Through a Center for Working Families grant, adults returning to college were supported by programs such as those providing special assistance to improve the likelihood they will graduate and obtain a job. The program was a partnership with United Way and ACCESS in which these agencies referred prospective students to the College and provided important support services to improve retention.</p> <p>The Office of Military and Veterans Services offers assistance to help veterans as well as active military and their families enroll and succeed at HFC.</p> <p>HFC M-TEC provides GED testing services. The Office for Workers In Transition provides transitioning support services for adults working with the workforce system.</p>
<p>(v) The community college has active partnerships with regional 4-year colleges and universities to promote successful transfer, such as articulation, 2+2, or reverse transfer agreements or operation of a university center.</p>	<p>Successful transfer of HFC students to 4-year colleges and universities is supported by articulation agreements that guarantee our credits will transfer. Further, HFC has 3 + 1 programs in place in which a student completes three years toward a four year degree at HFC then transfers for the final year which improves graduation rates and reduces the cost of a college education for the student. At present, HFC has agreements with 5 universities, 3 of which occupy HFC's new University Center. Students who have achieved 90 credits can now complete their senior year, in specific programs, on the HFC campus through Sienna Heights, Madonna and Eastern University.</p> <p>Bridge 3 + 1 programs in place with Wayne State University and U of M–Dearborn smooth the way for transferring students and provide special support services to ease the transition.</p> <p>Students in the HFC Honors Program have received numerous scholarships to 4-year colleges and universities including Connecticut College, U of M Ann Arbor, University of Wisconsin Madison and Harvard, to name a few. Our new articulation with Wayne State University allows for our Honors Program graduates to receive a scholarship and guaranteed acceptance into the Honors College at Wayne State University with Junior standing.</p> <p>HFC has partnered with the Michigan Center of Student Success and it's Credit When Its Due initiative and has successfully created two reverse transfer agreements with the state's universities. Additionally, HFC was selected to join the first cohort to pilot the Guided Pathways Initiative which will hopefully increase student success and completion rates.</p> <p>HFC has launched a University Center with three new partners; Siena Heights University, Madonna University, and Eastern Michigan University.</p>
<p>Category C: Community Services (must meet 4 of 5)</p>	
<p>(i) The community college provides continuing education programming for leisure, wellness, personal enrichment, or professional development.</p>	<p>The College has a robust continuing education program in the Workforce and Professional Development Division which provides classes that are focused on workforce preparedness, business development, and professional development.</p>
<p>(ii) The community college operates or sponsors opportunities for community members to engage in activities that promote leisure, wellness, cultural or</p>	<p>In addition to a wide range of community focused programs, the College offers opportunities for community members to engage in personal enrichment activities through participation in community theater, as well as community vocal and instrumental ensembles.</p>

Best Practices by Category	Examples of Adherence
personal enrichment such as community sports teams, theater or musical ensembles, or artist guilds.	The college also offers a variety of courses in the areas of ceramics, art, sports, fitness, dance, and wellness.
(iii) The community college operates public facilities to promote cultural, educational, or personal enrichment for community members, such as libraries, computer labs, performing arts centers, museums, art galleries, or television or radio stations.	<p>HFC facilities offer many enrichment opportunities which include the College library, visual arts shows in the Sisson Gallery, our cable television station, and our radio station, WHFR.</p> <p>The Dearborn Symphony and the Dearborn Summer Chorus rehearse at the college each year.</p> <p>HFC conducts public shows in our planetarium that draw from K-12 students as well as community members.</p>
(iv) The community college operates public facilities to promote leisure or wellness activities for community members, including gymnasiums, athletic fields, tennis courts, fitness centers, hiking or biking trails, or natural areas.	The College supports the wellness of our community through our fitness, sports, and dance classes and through an open Fitness Center. HFC offers a hiking and biking pathway at the western edge of the campus that extends from Dearborn to Northville.
(v) The community college promotes, sponsors, or hosts community service activities for students, staff, or community members.	<p>HFC hosts and supports a wide variety of community service activities for students, staff, and community members. Students participate in service learning that is integrated into their course work. Students, faculty, staff, and community members participate in volunteer activities that include Make a Difference Day, MLK Service Day, and other days of service, to name a few. Honors Program students and student athletes are required to participate in volunteer service and the Community Service Student Club is one of the most active on campus. All faculty now participate in community service as part of the latest bargaining agreement.</p> <p>The Health Sciences Division holds a flu clinic for faculty, staff, administrators and students. The Ophthalmic Program assists with eye exams at Focus Hope and the Respiratory Therapy Program participates in "Climb for Air" with the American Lung Association annually. The Student Nurse Associated has over 100 members and participates in many community service activities. HFC hosts the Michigan Ophthalmic Personnel Society (MOPS) meeting each year.</p>

Vice President Satkowski stated that this process takes place every two years. The resolution this year is more robust than in the past with more community involvement. This time around the due date has been shortened, therefore, it will be necessary to add the approval for the resolution to the P-12 October 12 Board agenda.

B. Changes to Public Policy 7250 – Board Report #4213 – Vice President Husband

Policy Type: Public Relations

Amendments to the Michigan Freedom of Information Act went into effect on July 1, 2015. The College created a FOIA web page in response to the revised law and recommends changes to Policy 7250 entitled Public Records Policy to reflect the revised law.

The Policy Committee has reviewed the revised policy (Attachment A) and requests it be presented to the Board of Trustees for approval.

Henry Ford College – Board of Trustees – Public Relations – Policy 7250 - Public Records – Board Report #4213 – Attachment A

The Board of Trustees recognizes the College's responsibility to maintain the public records of this College and to make them available, as requested, to the public as required by the Michigan Freedom of Information Act.

The public records obtainable under FOIA are defined as writings prepared, owned, used, in the possession of, or retained by this College in the performance of an official function, from the time it is created with certain expectations.

Any person may make a request for public records of the College, and the College will respond appropriately in a timely manner. If the request is denied in whole or part, the College will provide an explanation for the denial. The person may copy or receive copies of the public record(s) requested. The College shall respond to such requests, after it is determined that the five (5) days response time can be met. A one (1) time ten (10) business days extension to respond is available, if the response requires extra time for searching and responding to the request.

The College may charge a fee for the labor associated with preparing the request, including the search, examination, review and separation/redaction of exempt material. They may also charge for copying costs and mailing of the records. No public record may be removed from the office in which it is maintained except by a Board officer or employee in the course of the performance of his/her duties.

Nothing in this policy shall be construed as preventing a Board member from inspecting, in the performance of his/her office duties, any record of this College, except for documents protected under the Family Education Rights and Privacy Act (FERPA), the Health Insurance Portability and Accountability Act (HIPAA), the Social Security Privacy Act, the Bullard-Plawecki Act, the Michigan Open Meetings Act, and others.

The President shall establish and publish procedures and guidelines to ensure proper compliance with the intent of this policy and FOIA. The President may designate an employee of the College to act on his behalf, as the FOIA Coordinator, to accept, process and determine responses to FOIA requests for Henry Ford College's public records, and to update procedures and guidelines to ensure proper compliance with the intent of this policy and FOIA.

VI. 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 Petlichkoff was adopted with unanimous approval attached to move that action items 1 through 7, be approved as recommended.

FINANCE

None

BIDS AND CONTRACTS

1. Food Service Equipment – Pastry Kitchen – Board Report #4214 – Vice President Satkowski

Moved that the award of a contract to Great Lakes Hotel Supply in an amount not to exceed \$71,100 for the purchase of food service equipment, in accordance with the specifications of Sealed Bid #16666, be approved.

2. Kingfisher Bluff Deck Repairs – Board Report #4215 – Vice President Satkowski

Trustee Guido asked for the reason why the deck was being replaced with cement rather than the original deck material used. Vice President Glass indicated that it was time-sensitive due to safety constraints as well as a cost-saving measure. Trustee Guido also stated that he wanted to ensure that all inspections were properly performed and that there was some type of warranty on the new deck.

Moved that the award of a contract to C & G Cement in the amount of \$28,420 for Kingfisher Bluff Deck Repairs, in accordance with C & G Cement's proposal dated August 25, 2015, be approved.

3. Engineering Services: North Loop Primary Electrical Upgrade – Phase 4 – Board Report #4216 – Vice President Satkowski

Moved that the award of a contract to Peter Basso Associates, Inc. for Engineering Services for the North Loop Primary Electrical Upgrade – Phase 4 in the amount of \$24,400, in accordance with Peter Basso Associates' proposal dated July 16, 2015 and Board Policy #2110, be approved.

4. 2015-2016 Fiscal Year Marketing Media Buys – Board Report #4217 – Vice President Satkowski

Moved that the award of a contract to Heritage Media/Digital First in the amount of \$34,620; to Interact Communications in the amount of \$142,975; to Total Traffic Sponsored Weather Report on Radio in the amount of \$27,000; to Pandora Radio in the amount of \$61,087; to CBS Radio in the amount of \$180,405; to Comcast/AT&T in the amount of \$122,897; to Outfront Media Billboards in the amount of \$77,000; and to IHeart Radio in the amount of \$135,215 for the purchase of marketing media buys in fiscal year 2015-2016, be approved.

HUMAN RESOURCES

5. Staff Recommendations – Vice President Glass

Moved that the staff recommendations, as presented in Board Report #4218: Other Severance A-3; Appointment B-3; Reappointment to Professional Staff C-

3; Salary Change of Schedule D-3; and Change of Classification E-3, be approved.

BOARD ADMINISTRATIVE SERVICES

6. Appointment of Principal – Woodworth Middle School – Dr. Glenn Maleyko

Background Information: The position of Principal at Woodworth Middle School was created by the promotion of Maysam Alie-Bazzi. The Superintendent of Schools is prepared to recommend a candidate as Principal of Woodworth Middle School at this time.

Moved that Sara Dirkse be appointed to Principal at Woodworth Middle School at Grade 2, Step 4, of the Dearborn Schools Administrators' Salary Schedule, 42 weeks, effective September 22, 2015.

Chair McDonald introduced Ms. Dirske who was in attendance at the meeting. Ms. Dirske thanked the Board for the opportunity to serve as the Principal at Woodworth Middle School.

7. Approval of Policy Updates/Changes – (Board Report #4220) – Dr. Glenn Maleyko, Dr. Gail Shenkman, Mr. David Mustonen

Background Information: The Board Policy Committee reviewed Policy 5517.01, Bullying and Other Aggressive Behavior Towards Students, updates at their meeting on September 14, 2015. The information from that meeting and the committee's recommendations were discussed by the entire Board at the September 14, 2015, Board of Education meeting. The Board can now take formal action on the policy discussed at the September 21, 2015, Henry Ford College meeting.

Moved that the Board of Education of the School District of the City of Dearborn, approve Policy 5517.01, Bullying and Other Aggressive Behavior Towards Students, per Board Report #4220, as discussed at the November 10, 2014, Board of Education meeting.

VII. BOARD OF TRUSTEES BUSINESS

A. Board Member Reports

None

B. Requests for Information and/or Future Agenda Items

Trustee Lane is on a City of Detroit Task Force and would like information on scholarships available to Detroit residents. She also wants to know how many students we have who are Detroit residents. Vice President Chadwick responded that students from Detroit make up between 24-28 percent of the 13,500 students on campus.

C. Board Member Commentary

Chair McDonald mentioned that the Fifty-One O One restaurant, where you can get an excellent meal for a very affordable price, was now open on Wednesdays and Thursdays for lunch and dinner.

Trustee Bazzi, in keeping with the public transportation commentary from previous Board meetings, said the Regional Transit Authority of Southeast Michigan will be holding a meeting on Tuesday, October 13 from 4:00-7:00 p.m. at the Arab American National Museum on Michigan Avenue.

Chair McDonald asked for donations of business attire to the Career Services Office for their upcoming Career Expo on October 8.

VIII. ACKNOWLEDGEMENT OF CORRESPONDENCE

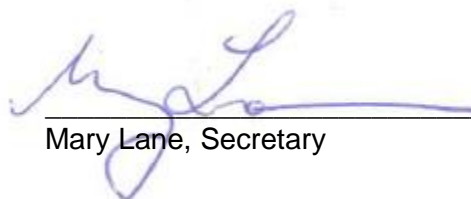
Trustee Petlichkoff stated that she had received several letters from Local 1650 and the Board of Trustees received a letter from Local 71 at their seats this evening.

IX. FUTURE MEETING DATES

- A. Monday, October 5, 2015, **P-12** Board of Education Study Session, 6:30 p.m., at the Administrative Service Center, in the Frank Franchi Board Room.
- B. Monday, October 12, 2015, **P-12** Board of Education Meeting, 7:00 p.m., at the Administrative Service Center, in the Frank Franchi Board Room.
- C. Monday, October 19, 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, November 9, 2015, **P-12** Board of Education Meeting, 7:00 p.m., at the Administrative Service Center, in the Frank Franchi Board Room.
- E. Monday, November 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.

X. ADJOURNMENT

Resolution offered by Chair McDonald, was adopted unanimously by those members present, that the meeting be adjourned at 9:02 p.m.



Mary Lane, Secretary