

**HENRY FORD COLLEGE  
REGULAR BOARD OF TRUSTEES MEETING  
DEARBORN, MICHIGAN  
OCTOBER 16, 2017**

**I. CALL TO ORDER**

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, October 16, 2017, at the Henry Ford College Administrative Services and Conference Center at 7:08 p.m. by Chair Lane.

**ROLL CALL**

On roll call, the following were present: Trustees Berry, Hammoud, Meade, Nasser, Petlichkoff and Chair Lane. Trustee Thorpe was absent. There being a quorum, the meeting was declared in session.

**II. APPROVAL OF MINUTES**

Resolution offered by Trustee Berry and supported by Trustee Hammoud to approve the minutes of the special Board of Trustees Policy Committee meeting and the regular Henry Ford College Board of Trustees meeting on September 18, 2017. Minutes approved with a unanimous affirmative vote attached.

**III. RECOGNITION AND ACKNOWLEDGEMENTS**

HFC student, Mohammed Al Ameri, read recognition and acknowledgement items. Mohammed is an international student and also a student ambassador.

- Vice President Michael Nealon appeared as a guest on the podcast show "On the Ground Dearborn" produced by Metromode Detroit. He had the opportunity to discuss the start of the fall semester, the academic reorganization, the role of HFC in the community, and events scheduled for the month of October. Facebook is the main venue for sharing these podcasts created in partnership with the Dearborn Chamber of Commerce.
- Congratulations to Mr. Christopher Tucker, HFC's Early Alert Manager. Mr. Tucker was awarded the HFC Presidential Scholarship to participate in the 2017-2018 Great Lakes Leadership Academy. This is part of The Chair Academy's worldwide leadership development program for college and university leaders.
- The Respiratory Therapist program was notified by the Commission on Accreditation for Respiratory Care (CoARC) that our program has exceeded all currently set "thresholds" for success on each of the required national accreditation outcome measures. These measurements include success on National Respiratory Therapist Board Exams, 100% job placement for all graduates actively seeking employment, and excellent feedback from alumni and employer surveys for the RTH graduates of 2014-2016. The Commission commends the program faculty on their commitment to continuous quality improvement in Respiratory Care Education.

- On October 6, Academic Affairs participated in the Department of State sponsored program “Global Ties Detroit” by hosting a group of eight youth counselors from Algeria and their State Department liaisons exploring career development and job creation for youth. Dean Gilliland and Associate Deans Bob James and Guy Pizzino met with the group, toured the technology building, viewed labs and offered an overview of programs HFC offers.
- *The Figurative Condition* - A new gallery show exploring the art of the human psyche opens on October 16 and runs through November 22 in the Sisson Art Gallery.

Dr. Glenn Maleyko, Superintendent of the Dearborn Public Schools, read a statement in regard to an incident that occurred at Fordson High School on October 9, 2017. This statement is available on Superintendent Maleyko’s blog page.

#### IV. **PRESIDENT’S ITEMS**

- HFC responded to a questionnaire from the Democratic Party Caucus on what we are doing to address “Jobs for America”
- We continue to work on our Capital Outlay submission which is due at the end of the month
- Enrollment is up 1.23% in headcount and down slightly in contact hours at .4%
- HFC has been recognized by the following groups:
  - Arab American Chamber of Commerce - Economic Bridge Builder Award
  - Corp! Magazine – Diversity Champion Award
  - Southern Wayne County Regional Chamber – Women of Achievement Community Award
- Review of the monthly Daily Cash Flow and General Fund Budget Summary for the month of August
- President Jensen addressed the Board on an article from an interview in August and printed in *The Yemeni American* news on October 8, 2017

#### V. **SPECIAL REPORTS**

##### A. **Magma Certified School Grant** – Vice President Nealon

Vice President Nealon gave an overview on the Michigan Alliance for Greater Mobility Advancement (Magma) an affiliate of the WIN program. This alliance prepares individuals for emerging technologies in connected, autonomous, lightweight, hybrid, electric, alternative fuel, and other advanced vehicle technologies through rapid/accelerated training and re-training. In addition, targeted training to displaced and incumbent engineers, engineering students, displaced and incumbent technicians, and technician program students is provided. HFC is on course to collaborate with the alliance to develop, implement and deliver programs for manufacturing engineer and project/program management positions.

##### B. **Henry Ford College Audit Presentation for Year Ended June 30, 2017** – Vice President Satkowski

Dana Coomes and Courtney Heller, from Plante Moran, presented on the audit for year ended June 30, 2017. Ms. Coomes stated that the financial areas of the College should be commended for their continued work resulting in a “clean” audit with no findings.

## VI. DISCUSSION ITEMS

### A. Fall 2017 Technology Investment Fund (TIF) Proposed Projects – Board Report #4395 – Vice President Satkowski

Listed below is a summary of projects recommended for funding by the Technology Investment Committee.

<b>Project Director, Department, School</b>	<b>Nature of Request</b>	<b>Amount</b>
Patricia Little Business/Accounting School of Business, Entrepreneurship, and Professional Development	Purchase 30 laptops (Chromebooks) and storage cart. Laptops will be used by students in accounting classes.	\$12,750
Doris Toney Speech Department School of Liberal Arts	Purchase lecture capture system for Speech classroom F-205. System will be used by students for preparing and practicing extemporaneous speaking.	\$20,000
Ruth Haller and Sarah Soebbing English, English Language Institute, and World Languages School of Liberal Arts	Purchase 75 laptops (Chromebooks) and 3 storage carts. Laptops will be used by students in English, English Language Institute, and World Languages classes.	\$29,918
Holly Diamond and Nikole Ford Welcome Center Student Services	Purchase 101 computers for Enrollment Services student-facing labs.	\$105,000
Adam Cloutier Teaching and Learning Services	Purchase 5 iMac computers to replace existing Mac computers in Media Center. Computers are used by students in Graphic Design programs.	\$10,340
<b>TOTAL</b>		<b>\$178,008</b>

The Technology Investment Committee held an open meeting on Friday, September 29, 2017, to hear presentations from departments requesting funds. The committee is recommending these proposals for funding. These projects have also been reviewed by the College administration which offers its support. The total value of the TIF projects, which the committee is recommending, is \$178,008. Vice President Satkowski reported that \$306,895 is presently available in the Technology Investment Fund.

Elaine Saneske, Chair of the Technology Investment Committee, provided background information for each of the five requests.

### B. Board of Trustees Policy Updates – Vice President Satkowski

The Henry Ford College office of Legal Services is in the process of reviewing and updating (if necessary) current Board policies. This office is also preparing new policies as dictated by changes in local, state and federal guidelines. Policies ready for review and approval are as follows:

Admissions Policy

Employee Assistance Program (EAP)  
Residency Policy  
Sexual Misconduct Policy/Title IX/Sexual Harassment

Trustee Hammoud stated that additional edits to the Residency Policy are necessary before approval at the November Board meeting. Changes will be communicated to the Board prior to the meeting. The other three policies were approved by the committee with a few minor edits that do not change the substance of the policies.

## **VII. ACTION ITEMS**

- A. Citizen Participation (representation indicated below is taken from information provided by speaker on blue card)

Elizabeth Preston, representing Safe@HFC, addressed the Board about the anti-LGBTQ climate in secondary and post-secondary institutions.

Adel Mozip addressed the Board about FOIA requests to the Dearborn Public Schools.

- B. Special Consideration of an Action Item

None

- C. Action to Approve Action Items

Motion offered by Trustee Meade and supported by Trustee Berry adopted unanimously to approve action items 1 through 4.

## **HUMAN RESOURCES**

1. Staff Recommendations – Vice President Glass

Moved to approve staff recommendations as presented in Board Report #4396: Resignation A-3; Retirement B-3; Leave of Absence C-3; Other Severance D-3; Appointment E-3; Salary Schedule Change of Status F-3; and Change in Classification G-3.

2. Safety Specialist, Campus Safety – Vice President Glass

Moved to approve the appointment of Timothy Wancha to the position of Safety Specialist, Campus Safety, at Grade 9, Step 8, of the 2016-2021 Henry Ford Community College Administrators' Association Salary Schedule, Local 71, 48 weeks, effective October 1, 2017.

## **BOARD ADMINISTRATIVE SERVICES**

3. Board of Trustees Policy Updates – Trustee Hammoud

Background information: At the September 18, 2017, HFC Board of Trustees meeting the Board of Trustees Policy Committee reviewed and discussed the following policies:

Social Media and Cell Phone Use  
Student Code of Conduct  
Student Non-Academic General Complaint Policy

Moved to approve the following policies: Social Media and Cell Phone Use; Student Code of Conduct; and Student Non-Academic General Complaint Policy.

4. Rescinding of Board of Trustees Policies – Vice President Satkowski

Moved to rescind the following policies due to the implementation and combining of policies: Student Complaint (8300) and Student Conduct (8100).

**VIII. BOARD OF TRUSTEES BUSINESS**

A. Acknowledgements of Correspondence

Trustees received a letter from HFCC AFT Local 1650 on a grievance in response to a letter from Dr. Glass.

B. Board Committee Reports

Policy Committee report provided during Discussion Item portion of agenda.

Audit Committee report not necessary due to Special Report V. B.

Vice President Chadwick reported that the Presidential Advisory Search Committee is progressing along nicely. The search consultants were on campus for two days a couple of weeks ago and are in the process of developing a profile from the information received while on campus. Trustee Petlichkoff asked that the profile be shared with the whole Board before sending to the committee. Vice President Chadwick added that the majority of the work of the committee will take place during open meetings.

C. Requests for Information and/or Future Agenda Items

None

D. Board Member Commentary

Trustee Hammoud thanked Elizabeth Preston for her blue card commentary.

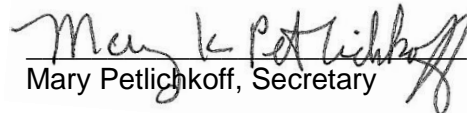
**IX. FUTURE MEETING DATES**

- A. Tuesday, October 24, 2017, **HFC** Presidential Advisory Search Committee, 5:00 p.m., at the Welcome Center in the Community Room.

- B. Monday, November 13, 2017, **P-12** Executive Session (closed/Negotiations), 6:00 p.m., at the Administrative Service Center, in the Superintendent's Conference Room.
- C. Monday, November 13, 2017, **P-12** Board of Education Meeting, 7:00 p.m., at the Administrative Service Center in the Frank Franchi Board Room.
- D. Monday, November 20, 2017, **HFC** Board of Trustees Policy Committee Meeting, 6:00 p.m., at the Henry Ford College Administrative Services and Conference Center in the President's Conference Room.
- E. Monday, November 20, 2017, **HFC** Board of Trustees Meeting, 7:00 p.m., at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room.

X. **ADJOURNMENT**

Motion offered by Chair Lane and unanimously approved by those members present that the meeting be adjourned at 8:41 p.m.

  
Mary Petlichkoff, Secretary