

**HENRY FORD COLLEGE
REGULAR BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
NOVEMBER 19, 2018**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, November 19, 2018, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:04 p.m. by Chair Meade.

ROLL CALL

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

II. APPROVAL OF MINUTES

Resolution offered by Trustee Thorpe and supported by Trustee Petlichkoff to approve the minutes of the Board of Trustees Audit Committee and Board of Trustees regular meetings on October 15, 2018. Minutes approved with a unanimous affirmative vote attached.

III. RECOGNITION AND ACKNOWLEDGEMENTS

HFC student, Alana Jones, read recognition and acknowledgement items. Alana is a graduate of North Farmington High School and a freshman at Henry Ford College majoring in Business Management. She recently completed her first season of participation on the men's golf team. It was challenging to play from the men's tees, but after shooting scores of 84 and 80 early in the season, she realized she can compete with the men. She hopes to play well enough to qualify for the NJCAA Women's Golf Championship and earn a golf scholarship to continue her education at a four-year institution after receiving her associate degree.

- The first-ever MiCareerQuest Southeast, an offshoot of the successful MiCareerQuest event created by the West Michigan Works! Agency will take place on November 28, 2018, at the Suburban Collection Showplace in Novi. At this event, 10,000 high school students from the greater Metro Detroit region will be exposed to in-demand careers in the biggest growth industries in Michigan, including advanced manufacturing, construction, health sciences, and information technology. HFC will present with DTE and Federal Mogul.
- On October 24 and November 7, the Welcome Center held an Admissions Open House. Students received assistance with applying to the College, next steps in the enrollment process, and a campus tour.
- Dr. Hassan Nameghi was elected president of the Michigan Engineering Colleges and Community College Association. This group of faculty members from two-year and four-year colleges meet yearly to enhance opportunities for collaboration.

- HFC Career Services Office held its 7th annual Career Expo on October 18, 2018. The event started with a faculty/employer mixer and the doors opened for job seekers at 2:00 p.m. There were 100+ employers in attendance and over 300 students, alumni, and members of the public in attendance. This was by far the largest Career Expo to date.

IV. PRESIDENT'S ITEMS

- Congratulated Trustees Lane and Thorpe on their re-election to the Board of Trustees. He also congratulated former Board of Trustee, Roxanne McDonald, on being re-elected to serve on the Board.
- President Kavalhuna acknowledged the “true champions” who devoted a lot of time and effort in advocating for the millage which passed by a large margin. He thanked John McDonald, president of the HFCC AFT Local 1650; Dr. Lynn Boza, president of the Adjunct Faculty Organization; Dr. David Cunningham, president of the HFCC Administrators Local 71; and Dr. Lori Gonko, who took the lead in the millage informational campaign so admirably. He thanked all the College faculty, staff and community members who handled themselves in a dignified and professional manner. He added that the passage of the millage is an endorsement of what the College does and also tasks us with a solemn duty to continue to protect what is so important to the community.
- He congratulated the Board of Trustees on having Superintendent Glenn Maleyko being chosen as Superintendent of the Year for Michigan. He added that Dr. Maleyko is most deserving of this honor and he values his partnership and friendship.
- Two cost-saving measures at the College include a new vendor for copy machines on campus resulting in savings of over \$110,000. By including the supplemental Board agenda action item (#10) on the agenda tonight, the College will realize a savings of approximately \$28,000-\$40,000 due to a change in tariffs for overseas goods being implemented in the new year.
- Thanked Trustee Nasser for serving as a Board of Trustee with dignity for the past one and one-half years.
- Congratulated the following employees on their retirement: John Carroll, 39.5 years of service; Stephen Himmel, 35 years of service; Debra Smith, 4 years of service; and Mary Szymanski, 25.75 years of service.
- Introduced Tracy Lee, who will join the College as a Senior Teller in Student Accounts.
- The College, along with the Dearborn Public Schools, continue to monitor the water safety issue in our buildings. The College had testing done in the athletic building, which is one of the oldest buildings on campus. Test results show there are no concerns as to the water quality in that building.
- The report requested by Trustee Berry on the comparison of fall 2018 community college enrollment with other community colleges in Michigan will be available at the December Board meeting.
- President Kavalhuna attended an MCCA President's meeting in Lansing on Friday, November 16. This was an opportunity for him to continue to push for funding approval of our capital outlay plan.

V. SPECIAL REPORTS

A. HFC Athletics Update– Vice President Herbst

Vice President Herbst introduced Rochelle Taylor who has been the Athletic Director at the College for the past eight years. Ms. Taylor oversees seven varsity teams and one club sport. She came to the College from the University of Texas-El Paso where she was a track star in the 800-meter track event. Ms. Taylor provided the following updates:

- Our golf team finished fifth the MCCA Eastern Conference. Congratulations to Matthew Kosiba for earning All-Freshman Team honors.
- Our volleyball team earned a berth to the NJCAA Region 12 Volleyball Championships November 1-3 in Port Huron. This was our first post-season tournament appearance since 2011. We were defeated by Cuyahoga Community College in the first round. Post season honors were received by the following Lady Hawks:
 - Hannah Sullivan, Second Team All-Conference
 - Paige Brothers, Second Team All-Conference and All-Freshman Team
 - Katelyn Pinkowski, First Team All-Conference and NJCAA Region 12 All-Region Team
 - Halee Dorn, First Team All-Conference and All-Freshman Team, All-MCCA, and NJCAA Region 12 All-Region Team
- Special congratulations to Halee Dorn, who was named MCCA Eastern Conference Freshman of the Year.
- Congratulation to Head Coach Rosemary Motamedi who was named MCCA Eastern Conference Coach of the Year.
- Our sole Club Sport, Roller Hockey is currently in third place in the Midwest Collegiate Roller Hockey League, behind Grand Valley State University and Miami of Ohio. In the community college division, Hawks lead the national rankings in total points, total goals and total assists. Our freshman goalie Matt Callahan is the only goalie in the division with a shutout on the season so far.
- Our Varsity winter teams are currently in session. Teams include Wrestling, Women's Basketball, which is returning to our campus after a two-year absence, and men's basketball. Our men's basketball team enters the season ranked 22nd in the NJCAA Division 2 Men's Basketball rankings.

VI. **DISCUSSION ITEMS**

A. Board of Trustees Policy Updates – Trustee Hammoud

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:

Drug and Alcohol
Smoking
Student Code of Conduct

This discussion item was tabled.

VII. ACTION ITEMS**A. Citizen Participation**

Michael Hill, representing the full-time faculty, invited everyone to view the special collection of books donated to the Eshleman Library in honor of John McDonald's 40th year of service as president of HFCC AFT Local 1650.

B. Special Consideration of an Action Item

Item ten pulled for a roll call vote.

C. Action to Approve Action Items

Motion offered by Trustee Petlichkoff, supported by Trustee Berry to approve action items, numbered one through nine.

BIDS AND CONTRACTS

1. Landscape Maintenance Services – Board Report #4465 – Vice President Satkowski

Moved to approve a contract totaling \$92,372 to BrightView Landscapes, for the Landscape Maintenance Services requested by Facilities Services, in accordance with the specifications of Sealed Bid #19715.

2. Emergency Lighting Inverter Replacement – Board Report #4466 – Vice President Satkowski

Moved to approve an award to Quality Power Solutions for the Emergency Lighting Inverter Replacement project requested by Facilities Services, in accordance with the specifications of Sealed Bid #19730.

3. Access Control System Upgrade – Phase 2 – Board Report #4467 – Vice President Satkowski

Moved to approve a contract award totaling \$69,781 to Security Corporation for the Access Control System Upgrade requested by Campus Safety, in accordance with Proposal #10621-1-0 dated September 19, 2018.

4. GroupWise to Office 365 Migration Consulting Services – Board Report #4468 – Vice President Satkowski

Moved to approve a contract award totaling \$26,080 to Weisberg Consulting, Inc. for the GroupWise to Office 365 Migration Consulting Services requested by Information Technology Services, in accordance with the Weisberg Consulting Proposal dated October 8, 2018.

HUMAN RESOURCES5. Staff Recommendations - Vice President Glass

Moved to approve staff recommendations as presented in Board Report #4469: Appointment A-4; Retirement B-4; Resignation C-4; and Other Severance D-4.

6. Director, Library and Academic Support Services – Vice President Glass

Moved to approve the appointment of Kate Harger to the position of Director, Library and Academic Support Services, at Grade 2, Step 5, of the 2016-2021 Henry Ford Community College Administrators' Association Salary Schedule, Local 71, 48 weeks, effective January 2, 2019.

7. Call Center Manager, Enrollment Services – Vice President Glass

Moved to approve the appointment of Stacy Holinski to the position of Call Center Manager, Enrollment Services, at Grade 9, Step 8, of the 2016-2021 Henry Ford Community College Administrators' Association Salary Schedule, Local 71, 48 weeks, effective November 20, 2018.

8. Network Server Upgrades – Board Report #4470 – Vice President Satkowski

Moved to approve a contract award totaling \$66,276.00 to PCM-G, Inc. for the purchase of (4) HP ProLiant DL360 Gen 10 Network Servers as requested by IT Services, in accordance with Request for Quotation #19912.

BOARD ADMINISTRATIVE SERVICES9. Fall 2018 Technology Investment Fund (TIF) Proposed Projects – Vice President Satkowski

Moved to approve the Fall 2018 Technology Investment Fund (TIF) Proposed Projects as presented in Board Report #4462 at the October 15, 2018 Board of Trustees meeting.

10. Calling for a Closed Session – Chair Meade

Moved to enter into closed session to discuss with our attorneys trial strategy in the pending lawsuit of Enertron LLC v Henry Ford College, pursuant to MCL 15.268 (e) because discussion on the open record will be detrimental to our position and also to discuss material exempt from discussion or disclosure by the attorney-client privilege MCL 15.243 (1)(g), pursuant to MCL 15.268 (h) was approved with the following unanimous roll call vote attached: Ayes – Trustees Berry, Hammoud, Nasser, Petlichkoff, Thorpe and Chair Meade (6); Nays – None (0); Absent – Trustee Lane (1).

Enter closed session: 7:41 p.m.

Closed session ended: 8:23 p.m.

VIII. BOARD OF TRUSTEES BUSINESS

- A. Acknowledgements of Correspondence
- B. Board Committee Reports
- C. Requests for Information and/or Future Agenda Items
- D. Board Member Commentary

Trustee Hammoud commented on the many great things happening in Dearborn. She congratulated John McDonald on his 40 years as president of the faculty union. She added that she is honored to continue to serve on the Board with Trustees Lane and Thorpe and thanked Trustee Nasser for serving on the Board with honor from the moment she sat in her Board seat. She also added that Superintendent Maleyko is the best superintendent in the world.

Trustee Meade also thanked Trustee Nasser for serving on the Board and particularly for serving on the Board's Policy Committee.

IX. FUTURE MEETING DATES

- A. Monday, December 10, 2018, P-12, Board of Education Meeting, 7:00 p.m., at the Administrative Service Center in the Frank Franchi Board Room.
- B. Monday, December 17, 2018, HFC Regular Board of Trustees Meeting, 7:00 p.m., at the Administrative Services and Conference Center in the Rosenau Board Room.

X. ADJOURNMENT

Motion offered by Chair Meade and unanimously approved by those members present that the meeting be adjourned at 8:24 p.m.


Secretary, Hussein Berry