

**HENRY FORD COLLEGE
REGULAR BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
JUNE 18, 2018**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, June 18, 2018, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:00 p.m. by Chair Meade.

ROLL CALL

On roll call, the following were present: Trustees Berry, Lane, Nasser, Petlichkoff, Thorpe and Chair Meade. There being a quorum, the meeting was declared in session. Trustee Hammoud arrived at 7:05 p.m.

II. APPROVAL OF MINUTES

Resolution offered by Trustee Nasser and supported by Trustee Petlichkoff to approve the minutes of the regular Henry Ford College Board of Trustees meeting on May 21, 2018. Minutes approved with a unanimous affirmative vote attached with the following two clarifications/corrections requested by Trustee Lane that were taken verbatim from the video of the meeting added to VI. Action Items, Human Resources, item eight: Vice President Nealon replied, "it was requested in October, there was some kind of confusion in HR, it was just posted last month and is now being filled" and "we did have Majed Fadlallah sit with us when we did the final interviews".

III. RECOGNITION AND ACKNOWLEDGEMENTS

HFC student, Christian Moore, read recognition and acknowledgment items. Christian is a second year student at HFC who wants to major in Architecture and construction. He has made the Dean's List, joined the Honors Society, worked on campus each semester and has been selected to serve on the Student Council.

- Ms. Aura Cazares, Student Conduct and Compliance and Title IX Coordinator, was re-appointed to First Lady Snyder's workgroup to end campus domestic violence. Ms. Cazares was part of the first workgroup last year and participated in the development of the "Let's End Campus Sexual Assault" book printed in English, Arabic and Spanish along with a resource website.
- Henry Ford College, through the Consortium of Michigan Veterans Educators, participated in the First Annual MI Student Veteran Leadership Symposium. This was an event for veterans, planned by veterans. Objectives for the event included: collective encouragement; personal development; and professional networking.
- Diane Eberts, Support Staff in Counseling, received the Michigan's Occupational Special Populations Association's (MOSPA) Outstanding Staff Award. Ms. Eberts coordinates American Sign Language interpreters who work with hearing-impaired students and staff, selects new adaptive equipment to help students, and works on

budgeting time for Inside Track Mentors, ALS Testing Technicians, and Hospitality Technicians. In addition, she is responsible for compiling ALS data to support the Perkins Grants.

- HFC students Ali Haidar, Ragad Alsaeed, and Wala Sailan have accepted paid Summer Research Internships at the University of Michigan - Ann Arbor as part of the Institutional Research and Academic Career Development Award (IRACDA) grant that also brings post-doc fellows to our campus.
- HFC student, Abdrhman Almouseli, completed his first summer of research at the University of Detroit Mercy in 2017 and will be returning this summer. The reBUILD grant from the National Institute of Health provides full tuition and partial support for students who are selected for summer research and subsequently transfer to U of D Mercy.

IV. **ACTION ITEMS**

A. Citizen Participation

None

B. Special Consideration of an Action Item

Item six pulled for a roll call vote.

C. Action to Approve Action Items

Motion offered by Trustee Lane, supported by Trustee Berry to move to approve action items, numbered 1 through 5 as recommended in this agenda.

BIDS AND CONTRACTS

1. Surgical Technician Laboratory Renovation – Board Report #4448 – Dr. David Cunningham

Moved to award a contract to PGC Development for \$46,212 for the Surgical Technician Laboratory Renovation project in accordance with the specifications of Sealed Bid #19345.

2. 2018 Parking Lot and Sidewalk Repairs – Board Report #4449 – Dr. David Cunningham

Moved to award contracts for the 2018 Parking Lot and Sidewalk Repairs project to Gibraltar Construction for the Nursing and M-TEC locations on East Campus at a total of \$159,701.20 and to S & J Asphalt for the Main Campus at a total of \$271,589.00, in accordance with the specifications of Sealed Bid #19404.

3. Custodial Supplies – Board Report #4450 – Dr. David Cunningham

Moved to award a contract to Veritiv Corporation for \$175,000 for Custodial Supplies in accordance with the specifications of Sealed Bid #19298.

Trustee Thorpe questioned why the award amount was different from the bid amount submitted by Veritiv (\$186,996.40). Fred Steiner, Director of Purchasing responded the bid request included chemicals, cleaning products, paper and a number of alternate items. The bid results were higher than expected, therefore, some of the alternate items will be excluded.

4. Blanket Purchase Order Approval, Fiscal Year 2019 – Board Report #4451 – Kevin Culler

Moved to approve the Blanket Purchase Order Lists attached to Board Report #4451 for fiscal Year 2019 in accordance with Board Policy Guidelines.

HUMAN RESOURCES

5. Staff Recommendations – Vice President Glass

Moved to approve staff recommendations as presented in Board Report #4452: Resignation A-11; Leave of Absence B-11; Other Severance C-11; Appointment D-11; and Salary Schedule Change of Status E-11.

BOARD ADMINISTRATIVE SERVICES

6. Certification of Appointments 2018-2019 MCCA Board of Directors – Chair Meade

Background information: The MCCA requires each member college to certify, each year in July, its representatives to the MCCA Board of Directors. The representatives must be the chief administrative officer of the college and one member of the college's governing board. Each college board is also required to designate an alternate governing board member.

Motion offered by Trustee Petlichkoff, supported by Trustee Berry, to move the designation of the following as representatives to the MCCA Board of Directors for 2018-2019, approved with the following unanimous roll call vote attached: Ayes – Trustees Berry, Hammoud, Lane, Nasser, Petlichkoff, Thorpe and Chair Meade (7); Nays – None (0).

Dr. Michael Meade – Trustee Director
Celia Nasser – Alternate Trustee Director
Russell A. Kavalhuna – President

V. BOARD OF TRUSTEES BUSINESS

- A. Acknowledgements of Correspondence

None

- B. Board Committee Reports

Trustee Nasser reported that the Audit Sub-Committee met with auditors from Plante Moran just prior to this Board meeting. The audit is in the interim phase and draft audit statements will be available for the Board of Trustees at their October meeting.

Trustee Lane stated the Michigan Senate passed an amendment to the Open Meetings Act that would allow boards, such as this Board, to meet in closed session to address security issues. The bill is now in the House.

C. Requests for Information and/or Future Agenda Items

Trustee Lane asked for further clarification on stipends paid to employees for additional workload incurred during the presidential transition process. Trustee Lane is also requesting information on legal costs running per annum for both in-house and outside legal services and what specific duties the in-house legal office handles. She added that a RFP for outside legal services is long overdue.

Trustee Petlichkoff read in the paper that there is a bill going through either the House or the Senate to prohibit the State from raiding the school aid fund for secondary funding. This issue may be an item of consideration when looking at the millage renewal request as this may impact community college funding.

Trustee Berry asked if we offer any type of athletic camps for students in the summer and for information on how many lifelong learners (senior citizens) utilize any of the services the College has to offer.

Trustee Hammoud plans to present to the Board on her Harvard Business School program experience in the near future. One of the issues specifically discussed for Detroit was the infrastructure and the M1 rail. An issue that really struck her was how racism is still prevalent throughout the nation in infrastructure, education and many other areas. She added that the way to change this is to provide the best education that is inclusive and diverse.

D. Board Member Commentary

Chair Meade informed the Board that there will be a special meeting on July 16 at 7:00 p.m. to discuss the millage renewal.

VI. FUTURE MEETING DATES

- A. Monday, June 25, 2018, **P-12**, Board of Education Meeting, 7:00 p.m., at the Administrative Service Center in the Frank Franchi Board Room.
- B. Monday, July 16, 2018, **HFC** Special Board of Trustees Meeting, 7:00 p.m., at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room.
- C. Monday, July 23, 2018, **P-12**, Board of Education Meeting, 7:00 p.m., at the Administrative Service Center in the Frank Franchi Board Room.

- D. Monday, August 13, 2018, **HFC** Board of Trustees Meeting, 7:00 p.m., at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room.
- E. Monday, August 20, 2018, **P-12**, Board of Education Meeting, 7:00 p.m., at the Administrative Service Center in the Frank Franchi Board Room.

VII. ADJOURNMENT

Motion offered by Chair Meade and unanimously approved by those members present that the meeting be adjourned at 7:30 p.m.



Hussein Berry, Secretary