

**HENRY FORD COLLEGE
REGULAR BOARD OF TRUSTEES MEETING
5101 Evergreen Road
Dearborn, Michigan 48128
(313) 845-9650**

**Administrative Services and Conference Center
Rosenau Board Room**

**December 16, 2019
7:00 p.m.**

I. CALL TO ORDER AND ROLL CALL

Hussein Berry	_____	Adel Mozip	_____
Mary Lane	_____	James Thorpe	_____
Roxanne McDonald	_____	Chair Mary Petlichkoff	_____
Michael Meade	_____		

II. APPROVAL OF MINUTES

A. Approval of Minutes for the Following Henry Ford College Board of Trustees Meetings

Finance Committee Special Meeting, November 18, 2019
Policy Committee Special Meeting, November 18, 2019
Regular Meeting, November 18, 2019

Recommended action: Make any necessary corrections and move to approve these Minutes.

MOVED BY: _____ SUPPORTED BY: _____

III. RECOGNITION AND ACKNOWLEDGEMENTS

IV. PRESIDENT'S ITEMS

V. SPECIAL REPORTS

A. Holiday Choral Presentation – Mr. Kevin Dewey, Director of Choral and Vocal Music

VI. DISCUSSION ITEM

A. Residency and Tuition Determination for Temporary Protected Status (TPS) Students – Board Report #4533 – Vice President Clark

VII. ACTION ITEMS

A. Citizen Participation

Citizens wishing to address the Board on agenda and non-agenda items for action, who have submitted a blue card to the Secretary, may speak at this time. The Board may not be in a position to respond to non-agenda items; therefore, speakers should not anticipate an immediate response to their comments or questions. For the benefit of all concerned, do not mention the names of students or College employees. Please limit comments to three minutes.

B. Special Consideration of an Action Item

Secretary comments: *“Are there any action items on this agenda which Board members or the president wish to discuss and vote on separately? If there are, we will exclude these from the action below.”*

C. Action to Approve Action Items

Background information: At this time, the Secretary will call for a single action to approve all of the action items on this agenda with the exception of items excluded from this action by Board member request.

Recommended action: Move to approve action items, numbered 1 through 13, as recommended in this agenda, except for ____ (if necessary).

MOVED BY: _____ SUPPORTED BY: _____

D. At this time, the Secretary will return to any agenda items which Board members asked to discuss and vote on separately.

BIDS AND CONTRACTS

1. FANUC Robotics Educational Package – Board Report #4534 – Vice President Satkowski

Recommended action: Move to approve a contract award totaling \$39,864.17 to IST Ohio, Inc. for one (1) FANUC LR Mate 200iD/4S R-30iB Plus Educational Package requested by the Engineering Technology program, in accordance with Quote #2582 dated October 3, 2019.

MOVED BY: _____ SUPPORTED BY: _____

2. Siemens SINAMICS S120 Training Cases – Board Report #4535 – Vice President Satkowski

Recommended action: Move to approve a contract award totaling \$89,165.00 to Electro-Matic Products, Inc. for four (4) Siemens SINAMICS S120 Training Cases requested by the Electrical Technology department, in accordance with Quotation #1729054 dated October 23, 2019.

MOVED BY: _____ SUPPORTED BY: _____

3. Hill-Rom Hospital Beds – Board Report #4536 – Vice President Satkowski

Recommended action: Move to approve a contract award totaling \$65,356.80 to Hill-Rom, Inc. for ten (10) Hill-Rom Centrella Smart+ Hospital Beds including accessories and services requested by the School of Nursing, in accordance with Proposal #SP27511349 dated October 15, 2019.

MOVED BY: _____ SUPPORTED BY: _____

4. SEC Scanning Electron Microscope – Board Report #4537 – Vice President Satkowski

Recommended action: Move to approve a contract award \$72,500.00 to Nanolimages, LLC for one (1) SEC Model SNE-4500M PLUS High-Resolution Tabletop Scanning Electron Microscope requested by the Engineering Technology program, in accordance with Quote #C093019450HFC dated November 21, 2019.

MOVED BY: _____ SUPPORTED BY: _____

5. Megatech Electrical Training Boards – Board Report #4538 – Vice President Satkowski

Recommended action: Move to approve a contract award \$49,504.95 to Megatech Corporation for seven (7) sets of Megatech Ford Electrical Training Boards requested by the Automotive Technology department, in accordance with Quotation #Q19-278 dated November 19, 2019.

MOVED BY: _____ SUPPORTED BY: _____

6. Automotive Equipment and Tools – Board Report #4539 – Vice President Satkowski

Recommended action: Move to approve a contract award totaling \$34,337.10 – to Wright Tool Company for \$27,831.10 and to Fastime Racing Engines & Parts for \$6,506.00 – for the purchase of Automotive Equipment and Tools requested by the Automotive Technology department in accordance with the specifications of Sealed Bid #20543.

MOVED BY: _____ SUPPORTED BY: _____

HUMAN RESOURCES

7. Staff Recommendations – President Kavalhuna

Recommended action: Move to approve the following staff appointments:

Sarah Castillo, ELI Instructor, School of Liberal Arts, MA30, Step 6.5, 10 months. effective 1/8/20. Ms. Castillo was temporary, full-time during the Fall 2019 semester.

Hanan Fadlallah, ELI Instructor, School of Liberal Arts, PHD, Step 6, 10 months. effective 1/8/20.

Roger Frank, ELI Instructor, School of Liberal Arts, MA, Step 8, 10 months. effective 1/8/20.

Charles Irish, Chemistry Instructor, School of Science, Technology, Engineering and Mathematics, MA, Step 5, 10 months, effective 1/8/20. This is a temporary, full-time assignment for the Winter 2020 semester.

Jessica Shamberger, ELI Instructor, School of Liberal Arts, MA, Step 5, 10 months. effective 1/8/20.

June Williams, Enrollment Associate II, Enrollment Services, Step 1, effective 12/17/19, 12 Months.

8. Director, Facility Services – President Kavalhuna

Recommended action: Move to approve the appointment of Reuben Brukley to the position of Director, Facility Services, at Grade 2, Step 4, of the 2016-2021 Henry Ford Community College Administrators' Association Salary Schedule, Local 71, 48 weeks, effective 12/17/19.

MOVED BY: _____ SUPPORTED BY: _____

9. Executive Director, Office of Human Resources – President Kavalhuna

Recommended action: Move to approve the appointment of LaDonna Holley to the position of Executive Director, Office of Human Resources, at Grade 2, Step 2, of the 2019-2020 Henry Ford College Exempt Executive Leadership Salary Schedule, 48 weeks, effective 1/6/20.

MOVED BY: _____ SUPPORTED BY: _____

10. Temporary Special Projects Generalist, Office of Human Resources – President Kavalhuna

Recommended action: Move to approve the appointment of Rebecca Michalski to the position of Temporary Special Projects Generalist, Office of Human Resources, at Grade 3, Step 4, of the 2019-2020 Henry Ford College HR Management Salary Schedule, 48 weeks, effective 1/6/20 through 8/6/20.

MOVED BY: _____ SUPPORTED BY: _____

11. Coordinator, Program Improvement and Effectiveness – President Kavalhuna

Recommended action: Move to approve the appointment of Jennifer Markin to the position of Coordinator, Program Improvement and Effectiveness, at Grade 4, Step

3, of the 2016-2021 Henry Ford Community College Administrators' Association Salary Schedule, Local 71, 48 weeks, effective TBD.

MOVED BY: _____ SUPPORTED BY: _____

BOARD ADMINISTRATIVE SERVICES

12. Fall 2019 Proposed TIF Projects – President Kavalhuna

Recommended action: Move to approve the Fall 2019 Technology Investment Fund (TIF) Proposed Projects as presented in Board Report #4531 at the November 18, 2019 Board of Trustees meeting.

MOVED BY: _____ SUPPORTED BY: _____

13. Integrated Energy Master Plan (IEMP) – Board Report #4540 – Vice President Satkowski

Recommended action: Move to approve the contract for Johnson Controls, Inc. (JCI) and Henry Ford College (attached to Board Report #4540) for implementation of the Integrated Energy Master Plan.

MOVED BY: _____ SUPPORTED BY: _____

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

IX. FUTURE MEETING DATES

- A. Monday, January 13, 2020, P-12 Organizational Meeting, 6:45 p.m., at the Administrative Service Center, in the Frank Franchi Board Room.
- B. Monday, January 13, 2020, P-12 Board of Education Meeting, 7:00 p.m., at the Administrative Service Center, in the Frank Franchi Board Room.
- C. Tuesday, January 21, 2020, HFC Board of Trustees Policy Committee Meeting, 6:00 p.m., at the Administrative Services and Conference Center in the Cabinet Conference Room.
- D. Tuesday, January 21, 2020, HFC Board of Trustees Meeting, 7:00 p.m., at the Administrative Services and Conference Center in the Rosenau Board Room.

X. ADJOURNMENT

Note: Meetings of the Board of Trustees will end no later than 9:30 p.m. unless a majority of Board members votes to extend the meeting by fifteen (15) minutes.

Individuals who wish to attend the Board of Trustees Meeting and require special accommodations should contact the Office of the President at (313) 845-9650. Please provide two days advance notice.