

**HENRY FORD COLLEGE
REGULAR BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
MARCH 18, 2019**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, March 18, 2019, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:05 p.m. by Chair Petlichkoff.

ROLL CALL

On roll call, the following were present: Trustees Berry, Lane, McDonald, Meade, Thorpe and Chair Petlichkoff. Trustee Hammoud 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 McDonald to approve the minutes of the Special Board of Trustees meeting on January 19, 2019 with the following correction: Under Board Committee Reports, the third paragraph, this wording will be added, Trustee Lane asked if students will have representation on the Campus Security Committee. Corrected minutes approved with a unanimous affirmative vote attached.

III. RECOGNITION AND ACKNOWLEDGEMENTS

HFC student, Divany Oliveira, read recognition and acknowledgement items. Ms. Oliveira graduated from high school in December 2015 in Brazil. She became a student at HFC in the fall of 2017 in the English as a Second Language (ELI) program and finished the program in the summer of 2018. She then started taking pre-Nursing courses and plans to transfer to Michigan State University once she completes the Nursing program at HFC. Afterwards, she plans to apply to medical school and become a physician.

- On February 6, HFC student Joe Malkowski was honored as the Illustration Competition Winner and Designer of the Liberal Arts Network for Development (LAND) program for 2019. Justin Randles won First Place for Creative Writing. Honored as student scholars and conference presenters were Katherine Warden, Aya Semalali and Malack Jallad.
- Congratulations to Jennifer Ernst, Dean of the School of Liberal Arts, and Janice Gilliland, Dean of School of Science, Technology, Engineering and Math. Both were chosen as mentors for the MCCA Leadership Academy for the 2019-2020 school year.
- On March 1, the School of Health and Human Services hosted two ribbon-cutting ceremonies for their newly renovated Surgical Technologist and Respiratory Therapy laboratories. The Surgical Technologist program boasts a 100% first-time Certified Surgical Technician exam pass rate. The Respiratory Therapist program has received the Distinguished Respiratory Therapist Credentialing Award from the Commission on Accreditation for Respiratory Care (CoARC) for eight out of nine years. Special

recognition goes to Ms. Debbie Szymanski, Ms. Cyndi Scheuer, Ms. Keambra Pearson, Ms. Kim Najarian and Mr. Ray Robinson.

Ms. Oliveira introduced Rochelle Taylor, Henry Ford College, Athletic Director. Ms. Taylor provided the following updates on the winter sports season:

- During the two years that Coach Shepard has guided the Hawks, the men's basketball team has captured the MCCA Eastern Conference title twice, competed in two MCCA state titles and have advanced to the NJCAA District 10 Basketball Tournament each year.
- Coach Shepard has been named by his coaching peers as MCCA Eastern Conference Coach-of-the-Year two years in a row.
- This year's team won the MCCA Eastern Conference and the MCCA Men's Basketball Championship. The team advanced to the NJCAA postseason tournament and concluded their season as NJCAA District 10 Runner Up. Members of the team are:
 - Sophomore Tyler Gillery
 - Freshman Cortez Jackson
 - Freshman Davion Moore
 - Freshman Edwin Bailey
 - Freshman Yousuf Farhat
 - Sophomore Kiewuan Graham
 - Freshman LeMarko Gullede, who was also named Honorable Mention All-Conference
 - Sophomore Andre Johnson, who was also named 3rd Team All-Conference
 - Sophomore Luster Johnson, also named 2nd Team All-Conference
 - Sophomore AJ Crawford, who was also named to the All-Defensive Team
 - Freshman Leon Ayers, who was also named All-Region, All-MCCA, 1st Team All-Conference and All-Freshman Team
- Coach Grant Mackenzie has directed the wrestling program at HFC for 6 years, with the first four years as the HFC wrestling club. Since 2013, he has produced 34 HFC national qualifiers, 11 Academic All-Americans and 3 All-Americans.
- This year, five Hawks advanced to the NJCAA Wrestling Championship in Council Bluffs, Iowa. These members are:
 - Freshman Jacob Giorgi, heavyweight division
 - Freshman Mike Bergmooser
 - Sophomore Santos Alvarez, two-time national qualifier, 133 pounds
 - Sophomore Hunter Lajiness, two-time national qualifier, 125 pounds
 - Sophomore Dominic Mancina, two-time national qualifier and our first NJCAA All-American. He placed 7th in the 174-pound weight class.

President Kavalhuna and the Board of Trustees thanked Ms. Taylor for all the hard work and effort she puts into ensuring HFC athletes are successful in their academics as well as in their athletic endeavors.

IV. **PRESIDENT'S ITEMS**

- The daily cash flow and general fund balance worksheets for the month of February 2019 were reviewed.

- President Kavalhuna informed the Board of Trustees that he received many responses to the email he sent out to students, faculty and staff on Saturday regarding the tragic mosque shooting in New Zealand on Friday, March 15. He reiterated that all faiths are respected and welcomed at the College. Trustee Lane voiced concern that public statements, thoughts and prayers are not enough and more needs to be done to promote nonviolence, find ways to deal mental health issues and the gun problem. She is looking to the Campus Security Committee to provide good answers on how to deal with these concerns. Chair Petlichkoff added we need to work together to make students and staff feel that they are in a safe place and protected in mind, soul and body. Trustee McDonald said that Dearborn is a model community for the world on how people work, play and are good neighbors to each other.
- President Kavalhuna thanked the Trustees who attended the President's Collage Concert. He added that it was a beautiful event and a way of thanking the community for their support.
- President Kavalhuna attended the Black, Brown and College Bound summit which focuses on ways to help Black and Brown young male students enroll in and complete college, both two- and four-year institutions. Dr. Calvin Harvell, Chardin Claybourne and the Black Males and Queen Focus Group provided an energized presentation at the summit. President Kavalhuna added that HFC is on the cutting edge in providing help for these students and they are both welcomed and valued as students.
- President Kavalhuna enjoyed the PTA Founder's Day event and was thankful for the invitation.
- The College had two ribbon-cutting ceremonies, one for the Respiratory Therapist lab and the other for the Surgical Technologist lab.
- Last Thursday, the College was honored to have Governor Gretchen Whitmer visit two programs on campus, Surgical Technologist and the Automotive/ASSET. The Governor enjoyed engaging with the students and faculty. Many community members were in attendance as well. President Kavalhuna thanked those involved in planning the event. He added that this event fulfilled his promise to the Board, that when people come and take a look at HFC, they will leave impressed with what the College has to offer.
- President Kavalhuna informed the Board of Trustees that students were offered help in dealing with the passing of one of our students while on vacation in Mexico.
- President Kavalhuna introduced two Advisors to the Board of Trustees, Erin Yanke who received the Advisor of the Year award from the Michigan Academic Advising Association and Maya Calloway Richardson who was named the National Academic Advising Association, Region 5, Advisor Representative.

V. SPECIAL REPORTS

A. Student Perceptions of Henry Ford College – Board Report #4496 – Interim Vice President Gonko

The Institutional Research and Reporting (IRR) team hosted a data presentation on February 18, 2019 entitled, "Student Perceptions of Henry Ford College." During this presentation, IRR Analysts Eileen Brennan, Al Cackowski, and Rick Michalski shared select results of three student surveys with a diverse group of approximately fifty HFC staff and administrators. Topics included:

Student Satisfaction Survey

The Student Satisfaction Survey collects student opinions of HFC curricula, instruction, student services, technology, facilities, and general satisfaction with the College. This internal survey is administered in-class each fall semester to a random sample of 144 sections. Survey results can pinpoint challenges and priorities as we continuously strive to improve the quality of the student experience.

Community College Survey of Student Engagement (CCSSE)

CCSSE provides information on student engagement, which is a key indicator of learning. This national survey is administered at HFC every three years and asks students about their college experiences — how they spend their time; what they feel they have gained from their classes; how they assess their interactions with faculty and peers; what kinds of work they are challenged to do; how the college supports their learning; and so on. Identifying what students do in and out of the classroom, knowing students' goals, and understanding external responsibilities can help us create an environment that can enhance learning, development, and success.

Drop Survey

The Drop Survey, developed and administered by the IRR office, is emailed to every student that drops a course after the last day to drop without penalty (i.e. – the last day to drop and receive a refund). The survey asks students why they dropped the course, what would have kept them in the course, and if they intend to return to HFC. Like the Student Satisfaction Survey, results can identify areas for improvement to increase student retention.

Results of these three surveys will inform improvements college-wide. The IRR team will host additional data education seminars each semester with the goal of improving dissemination and understanding of existing data among the college community.

Trustee Thorpe asked Interim Vice President Gonko what these surveys have identified in the past. Interim Vice President Gonko replied that this information was not used in the past, however, moving forward there is a plan in place to utilize the results. President Kavalhuna added that he tasked Interim Vice President Gonko with laying a foundation on how to use the results to inform the Strategic Enrollment Management team on how to improve enrollment.

VI. ACTION ITEMS**A. Citizen Participation**

John McDonald, President of Local 1650, spoke to the Board of Trustees on campus safety and the tragedy in New Zealand.

B. Special Consideration of an Action Item

Items 8 and 9 pulled for a roll call vote.

C. Action to Approve Action Items

Motion offered by Trustee Berry, supported by Trustee McDonald, to approve action items numbered 1 through 7 as recommended in this agenda was approved.

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

None

BIDS AND CONTRACTS

1. Automotive Engines and Components – Board Report #4497 – Vice President Satkowski

Moved to approve a contract to Jegs High Performance for \$96,114.70 for the purchase of Automotive Engines and Components requested by the Automotive Technology department in accordance with the specifications of Sealed Bid #20020.

2. Liberal Arts Elevator Modernization Project – Board Report #4498 – Vice President Satkowski

Trustee Lane asked if this project was worth the cost due to the age of the building and the recommendation several years ago that this building be renovated or even demolished and replaced. Vice President Glass stated that the recommendation was one of several scenarios offered in the Master Plan for the College. At this time, there is no plan to do anything with this building. Fred Steiner added that in order to be ADA compliant, elevators must be accessible and in working condition.

Moved to approve a contract award to KONE, Inc. for \$349,840.00 for the Liberal Arts Elevator Modernization project requested by Facilities Services, in accordance with the specifications of Sealed Bid #20040.

3. Proofpoint Email Protection Software – Board Report #4499 – Vice President Satkowski

Moved to approve a contract award to AmeriNet for \$91,975.00 for the purchase of Proofpoint Email Protection Software requested by IT Services in accordance with the specifications of Sealed Bid #20041.

4. Athletic Building Roof Renewal – Board Report #4500 – Vice President Satkowski

Moved to approve a contract award to J D Candler Roofing, Inc. for \$267,000.00 for the Athletic Building Roof Renewal project in accordance with the specifications of Sealed Bid #20046.

HUMAN RESOURCES

5. Staff Recommendations – Vice President Glass

Moved to approve staff recommendations as presented in Board Report #4501: Retirement A-8; Other Severance B-8; and Change of Classification C-8.

6. Manager, E-Learning – Vice President Glass

Moved to approve the appointment of Victoria Bessette to the position of Manager, E-Learning, at Grade 7, Step 8, of the 2016-2021 Henry Ford Community College Administrators' Association Salary Schedule, Local 71, 48 weeks, effective April 1, 2019.

BOARD ADMINISTRATIVE SERVICES

7. Board of Trustees Policy Updates – Trustee McDonald

Background information: On February 18, 2019, the HFC Board of Trustees Policy Committee discussed and reviewed changes to the Residency Policy relative to in-state tuition rates for veterans. The changes in these rates are due to modifications recently made to the Department of Veterans Affairs Expiring Authorities Act of 2018 amending Title 38 U.S.C. 3679, Public Law 115-251

Moved to approve the changes to the Residency Policy.

8. Calling for a Closed Session – Chair Petlichkoff

Motion for the Board of Trustees to enter into a closed session upon conclusion of the Board of Trustees regular meeting to discuss with our attorneys trial or settlement strategy in connection with the pending lawsuit of Enertron LLC v Henry Ford College, pursuant to MCL 15.268(e) because discussion on the open record will have a detrimental financial effect on 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 offered by Trustee Berry, supported by Trustee Thorpe and approved with the following unanimous roll call vote attached: Ayes – Trustees Berry, Lane, McDonald, Meade, Thorpe and Chair Petlichkoff (6); Nays – None (0); Absent – Trustee Hammoud (1).

Enter closed session: 8:50 p.m. Closed session ended: 9:56 p.m.

Motion to extend the regular meeting until 10:05 p.m. offered by Trustee Berry, supported by Trustee McDonald and unanimously approved.

Motion to direct Counsel to discuss settlement within the parameters discussed in closed session in the case of Enertron vs HFS was offered by Trustee Thorpe, supported by Trustee Berry and unanimously approved.

9. Resolution for Designation of a School Safety Liaison and Emergency Contact to Attorney General Hotline – Superintendent Maleyko

Trustee Lane asked Tom Wall, who was in attendance on behalf of Dearborn Public Schools, when the state notified the schools of this resolution. Mr. Wall replied that it was January 2019. Trustee Lane voiced her annoyance with the state in their rush to get resolutions approved quickly.

Motion that the Dearborn Public Schools Board of Education approve the Resolution for Designation of a School Safety Liaison and Emergency Contact to Attorney General Hotline (Attachment A) was offered by Trustee McDonald, supported by Trustee Berry and approved with the following unanimous roll call vote attached: Ayes – Trustees Berry, Lane, McDonald, Meade, Thorpe and Chair Petlichkoff (6); Nays – None (0); Absent – Trustee Hammoud (1).

VII. BOARD OF TRUSTEES BUSINESS

A. Acknowledgements of Correspondence

None

B. Board Committee Reports

None

C. Requests for Information and/or Future Agenda Items

President Kavalhuna informed Trustee Lane that the information she requested on how courses, instructors and curricula are evaluated is being gathered and will be presented within the next few weeks.

D. Board Member Commentary

Trustee Berry stated that regarding the New Zealand tragedy, words are appreciated and do help. He was at the mosque yesterday and felt very comfortable and safe and added that Dearborn is a very special place. He thanked both President Kavalhuna and Superintendent Maleyko for their statements on the tragedy.

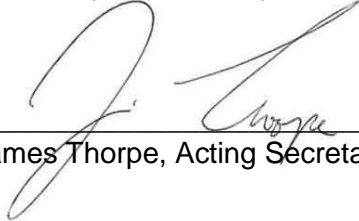
VIII. FUTURE MEETING DATES

- A. Monday, April 8, 2019, P-12, Board of Education Policy Committee Meeting, 4:45 p.m., at the Administrative Service Center in the Superintendent's Conference Room.
- B. Monday, April 8, 2019, P-12, Board of Education Finance Committee Meeting, 5:30 p.m., at the Administrative Service Center in the Superintendent's Conference Room.
- C. Monday, April 8, 2019, P-12, Board of Education Closed Session, 6:15 p.m., at the Administrative Service Center in the Superintendent's Conference Room.
- D. Monday, April 8, 2019, P-12, Board of Education Meeting, 7:00 p.m., at the Administrative Service Center in the Frank Franchi Board Room.
- E. Monday, April 15, 2019, HFC Board of Trustees Policy Committee Meeting, 6:30 p.m., at the Administrative Services and Conference Center in the Cabinet's Conference Room.

F. Monday, April 15, 2019, HFC Regular Board of Trustees Meeting, 7:00 p.m., at the Administrative Services and Conference Center in the Rosenau Board Room.

IX. ADJOURNMENT

Motion offered by Chair Petlichkoff and unanimously approved by those members present that the meeting be adjourned at 9:57 p.m.



James Thorpe, Acting Secretary