

**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**

**February 17, 2020  
7:00 p.m.**

**I. CALL TO ORDER AND ROLL CALL**

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

**II. APPROVAL OF MINUTES**

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

Regular Meeting, January 21, 2020  
Closed Session, January 21, 2020  
Special Meeting, January 25, 2020  
Closed Session, January 25, 2020

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. Higher Learning Commission Assessment Academy (2015-2019) – Board Report #4545  
– Vice President Nealon

**VI. 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 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 8, 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. Architectural and Engineering Services for the Entrepreneur and Innovation Institute/Technology Building Project – Board Report #4546 – Vice President Satkowski

Recommended action: Move to approve a contract award to SSOE Group for an amount not to exceed \$540,300 for Architectural and Engineering Services for the Entrepreneur and Innovation Institute/Technology Building project in accordance with the specifications of RFP #20178. The \$540,300 for the design work would be counted toward our 55% cost of the project once the legislature approves the construction of the project.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

2. Oculus Virtual Reality Headsets – Board Report #4547 – Vice President Satkowski

Recommended action: Move to approve a contract award totaling \$30,420.00 to DTC Fulfillment, Inc. for thirty (30) Oculus Quest for Business 128GB Virtual Reality Headsets requested by the Automotive Technology department, in accordance with Quote #30038 dated January 10, 2020.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

3. Amatrol Electric Relay Control Learning System – Board Report #4548 – Vice President Satkowski

Recommended action: Move to approve a contract award totaling \$46,560.00 to ATS Midwest LLC for (6) Amatrol #90-EC1A Electric Relay Control Learning Systems and (10) Amatrol #96-CT1 Computer Control Learning Systems requested by the Workforce and Professional Development Division, in accordance with Quote #17762 dated January 27, 2020.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

4. HP Managed Print Services – Contract Renewal – Board Report #4549 – Vice President Satkowski

Recommended action: Move to approve the renewal of a contract to HP, Inc. in the amount of \$4,710 per month for a 60-month agreement for Managed Print Services, in accordance with Proposal #MPS-cw01282020 dated January 28, 2020.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

### **HUMAN RESOURCES**

5. Staff Recommendations – Vice President Gonko

Recommended action: Move to approve the following staff appointments:

Huda Mawri, Lab Associate II (Part-Time), Learning Lab, Step 2, effective 2/17/20, 10 Months.

Gregory Ward, Energy Technology Instructor, School of Business, Entrepreneurship, and Professional Development, LMA, Step 9, 10 months, effective 1/13/20. This is a temporary, full-time assignment for the Winter 2020 semester.

Michelle Nichols, Nursing Instructor, School of Health and Human Services, LMA, Step 9, 10 months, effective 1/8/20. This is a temporary, full-time assignment for the Winter 2020 semester.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

6. Institutional Research Business Intelligence Systems Analyst – Vice President Gonko

Recommended action: Move to approve the appointment of Eve Chowdhury to the position of Institutional Research Business Intelligence Systems Analyst, Institutional Development and Systems, at Grade 7, Step 5, of the 2016-2021 Henry Ford Community College Administrators' Association Salary Schedule, Local 71, 48 weeks, effective 2/18/20.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

**BOARD ADMINISTRATIVE SERVICES**

7. FY2020 Mid-Year Budget Adjustment – Vice President Satkowski

Recommended action: Move to approve the FY2020 Mid-Year Budget Adjustment as presented in Board Report #4521 at the January 21, 2020 Board of Trustees meeting.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

8. Calling for a Closed Session – Chair Berry

Recommended action: Move to approve the Board of Trustees enter into closed session under Section 8 (e) of the Open Meetings Act (MCL 15.268) to consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation matter: *Jaber v Henry Ford College et al*, MDCR #499935.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

Enter closed session: \_\_\_\_\_ Exit closed session: \_\_\_\_\_

**VII. 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

**VIII. FUTURE MEETING DATES**

- A. Monday, March 9, 2020, P-12 Board of Education Meeting, 7:00 p.m., at the Administrative Service Center in the Frank Franchi Board Room.
- B. Monday, March 16, 2020, HFC Board of Trustees Meeting, 7:00 p.m., at the Administrative Services and Conference Center in the Rosenau Board Room.

**IX. 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.*