

**HENRY FORD COLLEGE
SPECIAL BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
April 2, 2020**

I. CALL TO ORDER

A special virtual meeting (Zoom 118-222-990) of the Henry Ford College Board of Trustees was called to order on Thursday, April 2, 2020, at 4:33 p.m. by Chair Berry.

ROLL CALL

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

II. APPROVAL OF MINUTES

Motion offered by Trustee McDonald, supported by Trustee Petlichkoff, was approved unanimously for the following meetings: Policy Committee Meeting, February 17, 2020; Regular Meeting, February 17, 2020; and Closed Session, February 17, 2020.

III. PRESIDENT'S ITEMS

- President Kavalhuna thanked all meeting participants for their patience with the delayed start time of the meeting due to the inappropriate interruptions (Zoombombing) prior to the scheduled meeting start time of 4:00 p.m.
- President Kavalhuna thanked all the College faculty, staff, administrators, departments, the Board Chair for all their hard work in ensuring that our students have what they need to continue their education during this very difficult time. President Kavalhuna also thanked Chair Berry and all the trustees for their support of the College.
- Vice President Herbst provided an update on Student Affairs conversion to online learning.
- Vice President Satkowski provided an update on how the pandemic is affecting the financial standing of the College.

IV. ACTION ITEMS

A. Citizen Participation

None

B. Special Consideration of an Action Item

None

C. Action to Approve Action Items

Motion offered by Trustee McDonald, supported by Trustee Thorpe to approve action items numbered 1 through 6 passed unanimously with the following roll call vote attached: Ayes – Trustee Lane, McDonald, Meade, Mozip, Petlichkoff, Thorpe and Chair Berry (7); Nays – None (0),

BIDS AND CONTRACTS

1. Steelcase Classroom Furniture – Board Report #4549 – Vice President Satkowski
Moved to approve a contract award to NBS Commercial Interiors for \$26,993.14 for the purchase and installation of Steelcase classroom furniture requested by Academic Services, in accordance with Quote #323563 dated March 5, 2020.
2. Sign Language Interpreting Services – Board Report #4550 – Vice President Satkowski
Moved the approval of a new blanket purchase order to Michigan Interpreting Services in the amount of \$40,000 for general sign language interpreting services as requested by Assisted Learning Services.
3. Olympus CX23 Microscopes – Board Report #4551 – Vice President Satkowski
Moved to approve a contract award to Olympus America, Inc. in the amount of \$29,349.58 for the purchase of twenty-eight (28) Olympus CX23 Microscopes requested by the Biological Science Department, in accordance with Olympus Quote # QT-U1261250 dated January 3, 2020.

BOARD ADMINISTRATIVE SERVICES

4. Board of Trustees Policy Updates – President Kavalhuna
Background information: On February 17, 2020, the HFC Board of Trustees Policy Committee discussed and reviewed changes to the Relations with Educational Institutions and Organizations Policy.

Moved to approve the changes to the Relations with Educational Institutions and Organizations policy.
5. Rescinding of Board of Trustees Policies – President Kavalhuna
Moved to rescind the following policy: Policy 7000 – Public Information Program.
6. Resolution Authorizing 2020 Community College Energy Conservation Improvement Bonds (LIMITED TAX GENERAL OBLIGATION) – Vice President Satkowski
Background information: On November 18, 2019, the Board of Trustees authorized the issuance of \$15.2 million in bonds for 13 years by the College to fund the implementation of the College's Integrated Energy Master Plan (IEMP). This resolution formally authorizes that the process to procure the bond funding for \$15.2 million for 13 years be initiated with Bond Counsel and Legal Counsel to procure the financing.

Moved to approve the Resolution Authorizing 2020 Community College Energy Conservation Improvement Bonds (LIMITED TAX GENERAL OBLIGATION) (Attachment A).

V. **BOARD OF TRUSTEES BUSINESS**

A. Acknowledgements of Correspondence

None

B. Board Committee Reports

Trustee Mozip noted that the change in the policy approved this afternoon gives the president authority, with board approval if necessary, to build relationships with other institutions.

Trustee Mozip requested that the Policy Committee have a virtual meeting.

C. Requests for Information and/or Future Agenda Items

None

D. Board Member Commentary

Trustee Lane:

- Very much appreciates that the Dearborn Public Schools and Henry Ford College have decided to pay their employees. Not all universities are doing this and thus causing employee's stress.
- When making decisions think about the institution, but remember institutions are made of people.
- Remind ourselves of the old rule of how does this advance student learning.
- Maybe there will be a debt jubilee because economists will have a difficult time figuring out student debts.
- Figure out alternative work schedules. Have some employees work part-time or different work schedules.
- We must acknowledge that climate change is real, and we need to do our part to improve things.
- We need to continue to be quick on our feet, share lessons and planning, and have more meetings.
- There will be silver linings, but unfortunately in every crisis there is bad behavior.
- Is happy to be back meeting with everyone and sends a virtual hug to all.

Trustee McDonald:

- Amazed at what staff, faculty, Cabinet and everyone accomplished in this situation and they went above and beyond.
- Thrilled and amazed by what is happening at the College, always putting students first and showing that everyone here loves what they do and making sure students are successful.
- Would like to have some type of celebration for graduates who have worked so hard to get their degrees.

- Although we are all going through a difficult situation, she is sure we will be better on the other side.
- Everyone keep doing what you're doing. Stay safe. Keep studying. We will get through this together.

Trustee Thorpe:

Surprised when he learned last week that there was a special meeting scheduled. When looking at what was covered at this meeting, he asked himself: Did this need to be done right now? Could it have waited until the next scheduled meeting? Should we hold the next meeting? A lot of what we heard at this meeting is information we have already been given. He does not want to take employees away from their jobs for meetings

Trustee Meade:

- Proud of the president, his Cabinet, as well as the faculty and staff, on how they have made such a turnaround and worked so cooperatively together.
- This kind of crisis brings out the best in us.
- He is seeing the best performance by employees; he appreciates it and thanks everyone.

Trustee Mozip:

- These are difficult times for everybody.
- Thanked the president, Cabinet and all employees for stepping up to serve our students.
- He encourages the public to seek their health care providers, if necessary, and respect the governor's stay at home executive order.
- Thanked the chair for this meeting and even though the trustees did receive a lot of info via email, it is very important to let the public know in a video chat meeting what has been happening at the college and what we are doing moving forward.
- Commended President Kavalhuna for releasing videos at the start of the epidemic to update the public and students on what is going on at the College.

Trustee Petlichkoff:

- Shares trustees' comments of what we have seen and people coming together in the community. In a matter of a few weeks, the world has turned upside down and all have responded in a way that she could not have anticipated.
- Sends prayers and condolences to those who are suffering from illness or lost someone to this pandemic.
- Thanks all who are following orders.
- We will all likely behave differently in the future to move forward in a responsible way.
- Students who are still playing, riding bikes, etc. should be mindful as they are not immune.

Chair Berry:

- Shares the views of all the trustees.
- Informed the public of the loss of a great friend and public servant, Representative Isaac Robinson. On behalf of the Board of Trustees, he offered condolences to Representative Robinson's mother and family.

A moment of silence was held by the Board of Trustees and those in attendance.

VI. FUTURE MEETING DATES

Trustee Lane stated that future meetings will be held virtually until further notice.

- A. Monday, April 13, 2020, P-12 Board of Education Meeting, 7:00 p.m.
- B. Monday, April 20, 2020, Board of Trustees Policy Committee Meeting, 6:00 p.m.
- C. Monday, April 20, 2020, HFC Board of Trustees Meeting, 7:00 p.m.

VII. ADJOURNMENT

Motion offered by Chair Berry and unanimously approved by those members present that the meeting be adjourned at 6:17 p.m.

Mary Lane, Secretary