

**HENRY FORD COLLEGE  
BOARD OF TRUSTEES MEETING  
DEARBORN, MICHIGAN  
April 20, 2020**

**I. CALL TO ORDER**

A virtual meeting (Zoom Webinar #969 9289 3928) of the Henry Ford College Board of Trustees was called to order on Monday, April 20, 2020, at 7:09 p.m. by Chair Berry.

**ROLL CALL**

On roll call, the following were present: Trustees Lane, Meade, Mozip, Petlichkoff, Thorpe, and Chair Berry. There being a quorum, the meeting was declared in session. Trustee McDonald accessed the meeting at 7:10 p.m.

**II. APPROVAL OF MINUTES**

Motion to approve the minutes of the April 2, 2020 special Board of Trustees meeting was offered by Trustee Petlichkoff, supported by Trustee Meade, passed unanimously with the following roll call vote attached: Ayes – Trustees Lane, McDonald, Meade, Mozip, Petlichkoff, Thorpe and Chair Berry (7); Nays – None (0).

**III. PRESIDENT'S ITEMS**

President Kavalhuna used his time on the agenda to pay homage to Monica Casarez an instructor in the Surgical Technologist program who sadly passed away on April 12 due to the coronavirus. Ms. Casarez was an alumna of Henry Ford College who graduated with an Associate Degree in Surgical Technology in 2006. Ms. Casarez was a dedicated public servant who touched the lives of everyone she met. Our deepest sympathy and condolences to Ms. Casarez' husband Jorge and her family.

Chair Berry asked for a moment of silence in memory of our colleague, Monica Casarez.

**IV. ACTION ITEMS**

A. Citizen Participation

None

B. Special Consideration of an Action Item

None

C. Action to Approve Action Items

Motion to approve action items 1 through 4 was offered by Trustee Petlichkoff and supported by Trustee Meade passed unanimously with the following roll call vote attached: Ayes – Trustees Lane, McDonald, Meade, Mozip, Petlichkoff, Thorpe and Chair Berry (7); Nays – None (0).

- 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. Intel Core i7 Computer Systems – Board Report #4552 – Vice President Satkowski

Moved to approve a contract award to Sehi Computer Products, Inc., for \$48,438.00 for Intel Core i7 Computer Systems as requested by the Computer Information Systems program, in accordance with the specifications of Sealed Bid #20514.

2. Electronic Test Equipment and Tools – Board Report #4553 – Vice President Satkowski

Moved to approve a contract award to RSR Electronics, Inc. for \$30,332.00 for Electronics Test Equipment and Tools as requested by the Early/Middle College Trade School program, in accordance with the specifications of Sealed Bid #20683.

3. Getac V110 Rugged Tablet Computers – Board Report #4554 – Vice President Satkowski

Moved to approve a contract award to CDW-G for \$26,424.50 for Getac V110 Rugged Tablet Computers as requested by the Automotive Technology program, in accordance with the specifications of Sealed Bid #20684.

### **BOARD ADMINISTRATIVE SERVICES**

4. Calling for a Closed Session – Chair Berry

Moved to approve the Board of Trustees enter into an electronic closed session pursuant to the Governor's Executive Order 2020-48 and in compliance with Section 8(c) of the Open Meetings Act for strategy sessions in connection with the negotiations of collective bargaining agreements.

Enter closed session at 7:49 p.m.

Exit closed session at 9:12 p.m.

Motion to continue with strategy in connection with the negotiations of collective bargaining units as discussed in closed session was offered by Trustee Mozip, supported by Trustee Lane and passed with the following unanimous roll call vote attached: Ayes – Trustees Lane, McDonald, Meade, Mozip, Petlichkoff, Thorpe and Chair Berry (7); Nays – None (0).

### **V. BOARD OF TRUSTEES BUSINESS**

- A. Acknowledgements of Correspondence

None

**B. Board Committee Reports**

Trustee Meade reported on behalf of the President's Evaluation Committee (Trustees Meade, Mozip and Petlichkoff) that the president will provide a self-evaluation that will be sent to the trustees along with the performance assessment document that was used last year. The performance assessment has five sections: 1) Relationships, 2) Relationship with the Community, 3) Physical Plant, 4) Personal Qualities, and 5) Curricula as Offered. Trustees should submit their evaluation to Trustee Meade by May 6. Once results are tabulated, they will be sent to Board of Trustees by May 13. Results of the assessment will be presented to the president in a closed session, per the president's request, during the May 18 board meeting.

**C. Requests for Information and/or Future Agenda Items**

Trustee Thorpe requests information on how May graduates of Henry Ford College and the Early College will be recognized.

**D. Board Member Commentary**

Trustee Petlichkoff thanked President Kavalhuna for his comments on the passing of our colleague, Monica Casarez. She added that she hopes that all the efforts and sacrifices (staying home and social distancing) that occurred during the month of April for Easter and Passover will continue in the month of May for Ramadan. She wished everyone a blessed and peaceful month.

Trustee Mozip added his condolences to the Casarez family and to all who are experiencing these losses. He reiterated the importance of staying home. Trustee Mozip also encouraged everyone to fill out the US Census form.

Trustee Meade stated that he is very sad for the family of Ms. Casarez. He added that Ms. Casarez was a wonderful representative of a community college education.

**VI. FUTURE VIRTUAL MEETING DATES**

- A. Monday, May 11, 2020, P-12 Board of Education Meeting, 7:00 p.m.
- B. Monday, May 18, 2020 Board of Trustees Policy Committee Meeting, 6:00 p.m.
- C. Monday, May 18, 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 9:19 p.m.

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Mary Lane, Secretary