

**HENRY FORD COLLEGE
BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
September 21, 2020**

I. CALL TO ORDER

A virtual meeting (Zoom #984 8112 9973) of the Henry Ford College Board of Trustees was called to order on Monday, September 21, 2020 at 7:04 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 and supported by Trustee Petlichkoff passed with a unanimous roll call vote attached to approve the following minutes: Regular Meeting, August, 10 2020; Special Meeting, August 19, 2020; Closed Session, August 19, 2020; and Audit Committee Meeting, August 24, 2020.

III. PRESIDENT'S ITEMS

- Acknowledged Dr. Jennifer Ernst, Dean of the School of Liberal Arts, who is moving out of state. President Kavalhuna wished Dean Ernst well in her future endeavors.
- Congratulated the following for their hard work during the pandemic:
 - All full-time and part-time faculty whose transition to an online teaching mode of delivery to students was very successful and done in remarkably short period of time
 - AFT Local 1650 faculty members whose teamwork and professionalism resulted in a successful two- year contract extension
 - Board of Trustees for their oversight of the negotiation process
 - Vice President Satkowski for his major role in a successful negotiation outcome
 - Vice Presidents Clark, Gonko and Nealon for their guidance during the process
- Provided an update on Governor Whitmer's Future for Frontliners, a scholarship program for Michiganders without college degrees who worked in essential industries during the state COVID-19 shutdown in spring 2020 (April 1 – June 30). This scholarship provides these frontline workers with tuition-free access to a local community college to pursue an associate degree or a skills certificate, either full-time or part-time, while working.

IV. ACTION ITEMS

A. Citizen Participation

None

B. Special Consideration of an Action Item

Item 6 pulled by Trustee Lane for a separate vote.

C. Action to Approve Action Items

Motion to approve action items 1 through 5 and item 7 was offered by Trustee Thorpe and supported by Trustee McDonald passed with a unanimous roll call vote attached.

D. At this time, the Secretary will return to any agenda items which Board members had asked to discuss and vote on separately. These will be considered one-at-a-time.

BIDS AND CONTRACTS

1. Machining Tools and Equipment – Board Report #4567 – Vice President Satkowski

Moved to approve a contract award to MSC Industrial Supply for \$72,710.17 for machining technology tools and equipment requested by the Early/Middle College Trade School program, in accordance with Quotation #23955903 dated September 9, 2020.

2. Haas CNC Machining Equipment – Board Report #4568 – Vice President Satkowski

Moved to approve a contract award to Gerotech, Inc. for \$155,151.85 for the purchase of (2) Haas CNC Machining Centers, (2) Haas CNC Turning Centers and related accessories and tool kits requested by the Early/Middle College Trade School program, in accordance with Quotation #082820LLG-2499 TM-1P and Quotation #090820LLG-2509 TL-1 dated September 8, 2020.

3. Comevo Online Orientation Software Renewal – Board Report #4569 – Vice President Satkowski

Moved to approve a contract award to Comevo, Inc. for \$33,048 for Online Orientation Software licenses, in accordance with Proposal #2853 dated September 1, 2020.

HUMAN RESOURCES

4. Staff Recommendations – Vice President Gonko

Moved to approve the following staff appointment:

Dan Blue, Manufacturing Instructor, School of Business, Entrepreneurship and Professional Development, effective 9/17//2020. This is a temporary, full-time assignment for the Fall 2020 semester.

BOARD ADMINISTRATIVE SERVICES

5. Local Strategic Value Resolution – Board Report #4570 – Vice President Satkowski

Background information: In order to receive funding under the local strategic value category, community colleges must confirm they meet four out of five of the best practices listed for each category. The wide range of educational programs and business and industry partnerships at Henry Ford College ensure that the best criteria practices are met.

Moved to approve the following resolution as documented by Attachment A:

RESOLUTION: Henry Ford College, through its duly authorized officers, certify that Henry Ford College has met four of five best practices in each category as required by Section 230 of PA 60 of 2015, the Education Omnibus Appropriations Act for fiscal year 2021.

6. Foundation Board of Director Nominations – Vice President Best

Background information: Four candidates are being recommended for appointment to the Henry Ford College Foundation Board of Directors. These individuals were brought forward to the Foundation Board for their approval during a Zoom meeting on September 10, 2020. The Foundation Board unanimously approved the appointments. If approved, their terms begin December 10, 2020. The four candidates are:

Alfonso Avila, Jr. – Mr. Avila is the Architect/Designer/Owner of Detroit Studio and Restaurant Owner of El Rancho Mexican Restaurant LLC. Mr. Avila is also the Managing Partner with KWP (Konstruct West Partners) in Shanghai, China, and the Middle East Regional Managing Partner. Mr. Avila has a Bachelor of Architecture, the University of Detroit. He is a member of the American Institute of Architects, A/A.

Renata P. Crooms – Ms. Crooms is an owner of a AAA Dearborn Heights insurance franchise. She graduated from the Detroit College of Business (formally Davenport University), where she received her Bachelor of Science degree in Marketing. She has also done some post-graduate study at Henry Ford College. She is a long-time member of the Dearborn Area Chamber of Commerce. Throughout the years, Renata has been an enthusiastic volunteer for Literacy Volunteers of America and the United Negro College Fund, realizing the vital importance of education in the ability of people to lift themselves up and pursue success and economic and social equity.

Matt O'Bryan – Mr. O'Bryan is President and CEO of K.L.A. Laboratories, Inc. located in Dearborn. KLA Laboratories, Inc. is a national leader in the design, installation, certification, and commissioning of communication systems. KLA provides turn-key solutions for networks, premise cabling, in-building wireless systems, video, and sound system installations. KLA also provides audio visual event production for events of all sizes including corporate presentations and festivals. In 2015, KLA Laboratories created an endowed scholarship at Henry Ford College for those students currently enrolled in the CNT Technology program. Matt

O'Bryan was the 2016 recipient of the Henry Ford College Outstanding Alumnus award.

Robert L. Turfe – Mr. Turfe is a Senior Buyer for General Motors. He is responsible for the purchase of facias, grills, aero shutters, mirrors, and window regulators. He is responsible for sourcing specific GM vehicle programs. He actively participates in development of commodity strategies, negotiations, global/regional and material budget execution. He maintains relations with suppliers in developing long term strategic partnerships. Mr. Turfe graduated from Michigan State University with a Master of Science in Leadership, Strategy and Management, with a concentration in General Management. He graduated with Honors. He also received a Bachelor of Arts from the University of Michigan, with a concentration in Economics and Political Science. He is involved in the Congressional Youth Leadership Council, Presidential Youth Inaugural Conference, and National Young Leader State/National Conference.

Trustee Lane commented that these nominees have diverse, interesting backgrounds. She would like a report on how broad the training is for Foundation Board members as well as what type of orientation is provided. She added that role of a Foundation Board member is to raise funding, provide contacts for funding and many are philanthropic themselves. The Foundation Board should include a voice for students or at least include some representation for students who are non-economically privileged.

Motion to approve the appointments of Alfonzo Avila, Jr., Renata P. Crooms, Matt O'Bryan, and Robert L. Turfe to the Henry Ford College Foundation Board of Directors for a term beginning December 10, 2020 until December 2023, was offered by Trustee Petlichkoff and supported by Trustee Meade was approved with a unanimous roll call vote attached.

V. BOARD OF TRUSTEES BUSINESS

A. Acknowledgements of Correspondence

None

B. Board Committee Reports

On behalf of the Audit Committee, Trustee Petlichkoff reported the committee met with Dana Coomes and Courtney Heller, auditors from Plante Moran for the annual pre-audit information meeting on August 24, 2020. Trustee Lane who is on the Audit Committee stated that any person who has knowledge of any fraud or misappropriations of College funds should contact the auditing firm directly.

Trustee Thorpe attended the Henry Ford College Foundation Board meeting on September 10, 2020. Financial and scholarship information was reviewed at the meeting.

C. Requests for Information and/or Future Agenda Items

Trustee Lane asked for the number of paper screening forms filled out for access to the College campuses.

Trustee McDonald asked if high school students may apply for Future for Frontliners funding and utilize the funding after the graduate.

Trustee Mozip asked for information on marketing initiatives on behalf of the College to promote the Future for Frontliners initiative.

Trustee Lane requests a report on the Foundation Board as mentioned in item 6 above.

D. Board Member Commentary

Trustee Thorpe stated that during a golf outing today, he witnessed the process that both President Kavalhuna and Superintendent Maleyko go through when gathering information to provide responses to requests for information from board members. He now appreciates the time it takes to gather information, as they spent a lot of time on their phones rather than golfing.

VI. FUTURE MEETING DATES

A. Monday, October 12, 2020, **P-12** Board of Education Meeting, 7:00 p.m., at the Administrative Service Center, in the Frank Franchi Board Room (following the guidelines of the Governor's executive order) and virtually available live for viewing via YouTube Live: www.youtube.com/dpscommdept, Facebook Live: www.facebook.com/dearbornpublicschools and cable channel (Comcast Dearborn Channel 19 and WOW Channel 15).

B. Monday, October 19, 2020, **HFC** Board of Trustees Audit Committee Meeting, 6:00 p.m., via videoconference details to be determined. Check online at www.hfcc.edu/board-meeting-schedule.

C. Monday, October 19, 2020, **HFC** Board of Trustees Meeting, 7:00 p.m., via videoconference details to be determined. Check online at www.hfcc.edu/boardmeeting-schedule.

IX. ADJOURNMENT

Motion offered by Chair Berry and unanimously approved by those members present that the meeting be adjourned at 8:20 p.m.



Mary Lane, Secretary