

**HENRY FORD COLLEGE  
BOARD OF TRUSTEES MEETING  
DEARBORN, MICHIGAN  
October 18, 2021**

**I. CALL TO ORDER**

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, October 18, 2021, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:00 p.m. by Chair Thorpe.

**ROLL CALL**

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

**II. APPROVAL OF MINUTES**

A. Motion offered by Trustee D'Ambrosio, supported by Trustee McDonald, passed with a unanimous roll call vote attached that the following minutes be approved:

- Financial Stability Ad Hoc Committee meeting, September 14, 2021
- Policy Committee meeting, September 20, 2021
- Regular meeting, September 20, 2021
- Special meeting, September 24, 2021

**III. RECOGNITION AND ACKNOWLEDGEMENTS**

- Kyle Roberts, a 2016 graduate of Henry Ford College introduced himself to the Board of Trustees. After graduation, Kyle turned down a full athletic scholarship to play baseball at Central Michigan University because he was selected by the Texas Rangers in the fifth round of the Major League Baseball draft. Due to a shoulder injury, his playing career ended in 2019. Kyle is using his scholarship at Central Michigan University to pursue a bachelor's degree in business administration. He is using his knowledge, skills and love for the sport of baseball as an assistant coach with the Henry Ford College Hawks. He stated, "HFC helped me reach my goal of becoming a professional baseball player, and I am excited to work with our current and future Hawks to help them reach their goals as well."
- Congratulations to Math faculty member and department chair, Scott Barnett. Scott was awarded MichMATYC Educator of the Year for 2021 at the annual meeting on October 9, 2021.

- The International Council of Accreditation (ICA) provides accreditation to allied ophthalmic educational training programs. Henry Ford College was the first Ophthalmic Technician Program in the State of Michigan and received its first accreditation in 2011, second in 2014, and third in 2021. Congratulations to Kathy Campbell and Cyndi Scheuer for their hard work getting the OPT program reaccredited.
- HFC student clubs are once again coming together for more involvement and engagement. Many clubs are planning their elections for officers. Although operations are virtual, students see the benefits of reaching out and connecting with their peers, as well as faculty and staff. Some of their activities include a student forum hosted by the Student Council, a Comedy/Magic Show sponsored by the Student Council, and JJ The Mime sponsored by the American Sign Language Club. Student clubs are a great addition to the college experience for students.
- President Kavalhuna wished Trustee Adel Mozip Happy Birthday.

#### **IV. PRESIDENT'S ITEMS**

- Thanked the Board of Trustees for coming back to meet on a Friday afternoon virtually to review and approve the hiring recommendations that were pulled from the September regular board meeting agenda due to Citizen Participation comments from Leslie Windless, President of the Support Staff Association. The Citizen Participation comments at the regular meeting resulted in a useful conversation, an opportunity to learn, and both sides came away with a better understanding of what happened and how to improve.
- The Strategic Planning Team is meeting two hours every Monday and Friday from 10:00 a.m. until noon in the Rosenau Board Room. There have been three meetings to date. Dr. Tony Perry is co-chairing the team along with President Kavalhuna. The team is making great progress.
- Provided an update on the state funding for colleges and universities for the current school year.
- Stated that he is proud and grateful for the partnership with Dearborn Public Schools. One result of this partnership is the United States Department of Education awarding the Henry Ford Early College a Blue Ribbon award which is very rare. The award honors Majed Fadlallah, Principal, the students, and all the supporting faculty and staff of the Early College which is now a national standard.

#### **V. SPECIAL REPORTS**

- A. Audit Presentation for Year Ended June 30, 2021 – Board Report #4609 – Vice President Satkowski

President Kavalhuna introduced Dana Coomes, Partner, and Courtney Heller, Senior Manager, from Plante Moran, who provided commentary and a slide presentation on the results of the prior fiscal year audit. Ms. Coomes reported that it was another great year for the College as the audit found no audit adjustments or findings which resulted in an unmodified opinion, the best outcome possible for the audit. She added even with new items in the audit such as federal funding, CARES Act funding, and state CRF funding, the College did a fantastic job of preparing for the audit and collaborating with them throughout the year.

## **VI. 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 5, offered by Trustee McDonald, supported by Trustee Petlichkoff, 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.

None

## **BIDS AND CONTRACTS**

### 1. Snow Removal and Salting Services – Board Report #4609 – Vice President Satkowski

Moved to approve a contract to Frank's Landscaping & Supplies LLC for \$160,000 (estimated) for Snow Removal and Salting Services, in accordance with the specifications of Sealed bid #21522.

## **HUMAN RESOURCES**

### 2. Staff Appointments – Vice President Gonko

Moved to approve the following staff appointments:

Quentin Rodriguez, Facilities Associate I, Facility Services, Step 1, 12 Months, effective 10/19/2021.

Linda Szabo, Facilities Associate II, Facility Services, Step 1, 12 Months, effective 10/19/2021.

3. Testing Manager, Enrollment Services – Vice President Gonko

Moved to approve the appointment of Jamie Henne to the position of Testing Manager, Enrollment Services, at Grade 8, Step 8, of the 2021-2022 Local 71 Administrators' Salary Schedule, effective 10/19/2021.

4. Research Analyst, Institutional Research – Vice President Gonko

Moved to approve the appointment of Bridget Smith-Botos to the position of Research Analyst, Institutional Research, at Grade 7, Step 3, of the 2021-2022 Local 71 Administrators' Salary Schedule, effective 10/25/2021.

**ADMINISTRATIVE SERVICES**

5. Technology Investment Fund (TIF) Winter 2020 Proposed Project – Vice President Satkowski

Moved to approve the Technology Investment Fund (TIF) Winter 2020 Proposed Project as presented in Board Report #4605 at the September 20, 2021, Board of Trustees meeting.

**VII. BOARD OF TRUSTEES BUSINESS**

A. Acknowledgements of Correspondence

Trustees received correspondence from AFT Local 1650 at the Dearborn Public Schools' Board meeting on October 11, 2021.

B. Board Committee Reports

Chair Thorpe asked Trustee Mozip to provide a brief summary of the recommendations as the Strategic Planning Team meetings have already begun. Trustee Mozip reported that the Financial Stability Ad Hoc Committee had their last virtual meeting on October 12, 2021. Trustees D'Ambrosio and Petlichkoff attended the meetings in addition to Trustee Mozip. The committee did some brainstorming and were able to identify four recommendations from a list that reached as many as 14 recommendations at one point. The three recommendations that received high consensus were: 1) Focus on trade and apprentice, hands-on programs, and marketing of these programs along with cyber-security, alternative/renewable energy, and electric vehicle programs; 2)

Review and assess the expansion of online programs to reach students beyond our geographical area, and: 3) Revisit partnerships, outreach, and recruitment relationships. The fourth low consensus recommendation was to explore increasing the tax base as the College only has 14% of its revenue coming from property tax. A more detailed presentation will be provided at the November Board meeting.

C. Requests for Information and/or Future Agenda Items

None

D. Board Member Commentary

Trustee McDonald acknowledged the loss of a great statesman today, Colin Powell, former U.S. Secretary of State and retired four-star general. She shared one of his quotes, "Perpetual optimism is a force multiplier." She added that when you go into any situation with a positive attitude you bring people along and it makes a difference.

Trustee Mozip reported on the bench dedication at the Kingfisher Bluff on the main campus in honor of former Trustee Mary Lane. He thanked former Trustee Lane for her service to the College as a Trustee and also as a member of the Ad Hoc Committee.

## **VIII. FUTURE MEETING DATES**

- A. Monday, November 8, 2021, P-12 Board of Education Meeting, 7:00 p.m., at the Administrative Service Center in the Frank Franchi Board Room.
- B. Monday, November 15, 2021, HFC Board of Trustees Policy Committee Meeting at 5:30 p.m., at the Administrative Services and Conference Center in the Cabinet Conference Room.
- C. Monday, November 15, 2021, HFC 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 Thorpe and unanimously approved by those members present that the meeting be adjourned at 7:37 p.m.