

**HENRY FORD COLLEGE
BOARD OF TRUSTEES MEETING
5101 Evergreen Road
Dearborn, Michigan 48128
(313) 845-9650**

**Administrative Services and Conference Center
Rosenau Board Room**

**November 15, 2021
7:00 p.m.**

I. CALL TO ORDER AND ROLL CALL

Hussein Berry	_____	Mary Petlichkoff	_____
Patrick D'Ambrosio	_____	Irene Watts	_____
Roxanne McDonald	_____	Chair James Thorpe	_____
Adel Mozip	_____		

II. APPROVAL OF MINUTES

- A. Approval of the following Minutes for the Board of Trustees:
- Financial Stability Ad Hoc Committee meeting, October 12, 2021
 - Audit Committee meeting, October 18, 2021
 - Regular meeting, October 18, 2021

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. DISCUSSION ITEMS

- A. Fall TIF Proposed Project – Board Report #4611 – Vice President Satkowski
- B. Financial Stability Ad Hoc Committee Report – Trustee Mozip
- C. Hiring and Board Approval – Chair Thorpe

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 except for 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. Intel Core i7 Desktop Computer Systems – Board Report #4612 – Vice President Satkowski

Recommended action: Move to approve a contract award to Sehi Computer Products, Inc. for \$129,987.00 for one hundred thirty-two (132) Intel Core i7 Desktop Computer Systems as requested by the School of Business, Entrepreneurship, and Professional Development in accordance with the specifications of Bid #21572.

MOVED BY: _____ SUPPORTED BY: _____

2. Honors Collaboration Lounge – Board Report #4613 – VicePresident Satkowski

Recommended action: Move to approve a contract award totaling

\$163,742.00 to PGC Development, LLC for the Honors Collaboration Lounge Project as requested by Facilities Services, in accordance with the specifications of Sealed Bid #21573.

MOVED BY: _____ SUPPORTED BY: _____

3. Office Furniture for the Mirror News – Board Report #4614 – Vice President Satkowski

Recommended action: Move to approve a contract award to NBS Commercial Interiors for \$46,624.38 for the purchase and installation of office furniture for The Mirror News, as requested by Facility Services, in accordance with Quote #340964 dated September 16, 2021.

MOVED BY: _____ SUPPORTED BY: _____

4. TelVue InfoVue Digital Signage System – Board Report #4615 – Vice President Satkowski

Recommended action: Move to approve a contract award to TelVue Corporation for \$48,927.50 for an InfoVue Digital Signage System requested by the Office of Marketing and Communications, in accordance with Quote#: Q-014260 dated October 27, 2021.

MOVED BY: _____ SUPPORTED BY: _____

5. Cybersecurity Software Platform – Board Report #4616 – Vice President Satkowski

Recommended action: Move to approve a contract award to KnowBe4, Inc. for \$75,438.00 for a 42-month software subscription to a Cybersecurity Software Platform as requested by the Information Technology Services department, in accordance with Quote #Q-323835 dated October 25, 2021.

MOVED BY: _____ SUPPORTED BY: _____

HUMAN RESOURCES

6. Staff Appointments – Vice President Gonko

Recommended action: Move to approve the following staff appointments:

Lynn Burke, Business Instructor, School of Business, Entrepreneurship, and Professional Development, MA, Step 8, effective 10/8/2021. This is a temporary, full-time assignment for the remainder of the Fall 2021 semester. Alisha Burmeister, Accounting Associate, Student Accounts, Step 3, 12 Months, effective 11/16/2021.

Brittini Cano, Academic Affairs Assistant, Academic Services and Library, Step 3, 12 Months, effective 11/17/2021.
Sophia Jackson, Facilities Associate I, Facility Services, Step 1, 12 Months, effective 11/16/2021.

Derrenna Moon, Facilities Associate I, Facility Services, Step 4, 12 Months, effective 11/16/2021.

MOVED BY: _____ SUPPORTED BY: _____

7. Coordinator of Business Intelligence, Institutional Research – Vice President Gonko

Recommended action: Move to approve the appointment of Mark Rowland to the position of Coordinator of Business Intelligence, Institutional Research, at Grade 5, Step 1, of the 2021-2022 Local 71 Administrators' Salary Schedule, effective 11/16/2021.

MOVED BY: _____ SUPPORTED BY: _____

ADMINISTRATIVE SERVICES

8. Board of Trustees Policy Updates – President Kavalhuna

Background information: On September 20, 2021, the HFC Board of Trustees Policy Committee discussed and reviewed changes to the Academic Integrity policy.

Recommended action: Move to approve the changes to the Academic Integrity policy.

MOVED BY: _____ SUPPORTED BY: _____

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, December 6, 2021, P-12 Board of Education Meeting, 7:00 p.m., at

the Administrative Service Center in the Frank Franchi Board Room.

- B. Monday, December 13, 2021, 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 the 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.