

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

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

**December 13, 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:
- Policy Committee meeting, November 15, 2021
 - Regular meeting, November 15, 2021
 - Special meeting, December 7, 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

- B. Strategic Plan 2022-2024 – Board Report #4617
President Kavalhuna

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 7, 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. Campus Digital Display Board System – Board Report #4618
Vice President Satkowski

Recommended action: Move to approve a contract award to Thalner Electronic Laboratories, Inc. for \$65,220.88 for a Campus Digital Display Board System requested by the Office of Marketing and Communications, in accordance the specifications of Sealed Bid #21584.

MOVED BY: _____ SUPPORTED BY: _____

2. Office Furniture for the Honors Collaboration Lounge – Board Report #4619
Vice President Satkowski

Recommended action: Move to approve a contract award NBS Commercial Interiors for \$36,929.36 for the purchase and installation of office furniture for the Honors Collaboration Lounge, as requested by Facility Services, in accordance with Quote #341168 dated December 3, 2021.

MOVED BY: _____ SUPPORTED BY: _____

3. Olympus Microscopes – Board Report #4620
Vice President Satkowski

Recommended action: Move to approve a contract award to Olympus America, Inc. in the amount of \$26,245.90 for the purchase of (14) Microscopes #SZ5145 and (2) Microscopes #CX23RTFS2 requested by the Biological Science Department, in accordance with Olympus Quote # QT-U1335850 dated November 30, 2021.

MOVED BY: _____ SUPPORTED BY: _____

HUMAN RESOURCES

4. Staff Appointments
Vice President Gonko

Recommended action: Move to approve the following staff appointments:

Mary Ann Cherenzia, Nursing Instructor, School of Health and Human Services, PhD, Step 8, 10 Months, effective 1/5/2022.

Peter Kiser, Energy Technology Instructor, School of Business, Entrepreneurship and Professional Development, LMA, Step 8, 10 Months, effective 1/5/2022.

Veronica Kooy, Academic Affairs Assistant, School of Liberal Arts, Step 2, 12 Months, effective 12/14/2021.

Sarah Plecha, Biology Instructor, School of Science, Technology, Engineering, and Mathematics, PhD, Step 8, 10 Months, effective 1/5/2022.

Massimo Pizzino, Electronical Technology Instructor, School of Business, Entrepreneurship and Professional Development, LMA, Step 5.5, 10 Months, effective 1/5/2022. Mr. Pizzino was temporary, full-time during the Fall 2021 semester.

Maureen Webster, Counselor, Assisted Learning Services, PhD, Step 8, 10 Months, effective 1/5/2022. This a temporary, full-time assignment for the Winter 2022 semester.

Halley Willard, Logistics Associate, College Store, Step 2, 12 Months, effective 1/3/2022.

Brendon Vincent, Library Associate II, Library, Step 2, 12 Months, effective 12/15/2021.

MOVED BY: _____ SUPPORTED BY: _____

5. Coordinator – Henry Ford Middle College Trade School, School of Business Entrepreneurship and Professional Development
Vice President Gonko

Recommended action: Move to approve the appointment of Ledgra Johnson, to the position of Coordinator – Henry Ford Middle College Trade School, School of Business, Entrepreneurship and Professional Development, at Grade 5, Step 4, of the 2021-2022 Local 71 Administrators' Salary Schedule, effective 12/14/2021.

MOVED BY: _____ SUPPORTED BY: _____

6. Compensation Specialist, Office of Human Resources
Vice President Gonko

Recommended action: Move to approve the appointment of Gaadeh Abou-Arabi, to the position of Compensation Specialist, Office of Human Resources, at Grade 3, Step 3, of the 2020-2021 Exempt Human Resources Management Salary Schedule, effective 1/3/2022.

MOVED BY: _____ SUPPORTED BY: _____

BOARD-ADMINISTRATIVE SERVICES

7. Approval of Policy Updates/Changes - Board Report 4621
Dr. Glenn Maleyko, Mr. David Mustonen

Background Information: The Board Policy Committee reviewed policy updates at their meeting on November 8, 2021. The information from that meeting and the committee's recommendations were discussed by the entire Board at the December 6, 2021, Board of Education meeting. The Board can now take formal action on the policy discussed at the December 6, 2021, Board of Education meeting. The Board was in favor of the following update: Bylaw 0.167.1 – Voting.

Recommended action: Move that the Board of Education approve the Policy as stated in Board Report 4621, discussed at the December 6, 2021, Board of Education meeting

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, January 10, 2022, **P-12** Policy Committee Meeting, 5:30 p.m., at the Administrative Service Center in Room 12.
- B. Monday, January 10, 2022, **P-12** Organizational Meeting, 6:45 p.m., at the Administrative Service Center in the Frank Franchi Board Room.
- C. Monday, January 10, 2022, **P-12** Board of Education Meeting, 7:00 p.m., at the Administrative Service Center in the Frank Franchi Board Room.
- D. Tuesday, January 18, 2022, **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.