

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

**Dearborn Public Schools Administrative Service Center
Frank Franchi Board Room
18700 Audette Street, Dearborn**

**April 19, 2021
7:00 p.m.
Zoom #965 3593 7335**

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 Minutes for the regular Henry Ford College Board of Trustees meeting and the Policy Committee meeting on March 15, 2021.

Recommended action: Make any necessary corrections and move to approve these Minutes.

MOVED BY: _____ SUPPORTED BY: _____

III. PRESIDENT'S ITEMS

IV. DISCUSSION ITEMS

- A. Winter 2021 Technology Investment Fund (TIF) Proposed Projects – Board Report #4586 – Vice President Satkowski
- B. Fall 2021 Tuition Adjustment – President Kavalhuna

V. ACTION ITEMS

- A. Citizen Participation

Any member of the public who wishes to submit a written request to provide a public statement during the public comment portion of the Board meeting will provide that electronic request to Adel Mozip (maadel@hfcc.edu) by 7:10 p.m. on April 19, 2021. The public comment emails will be by a designated Board member so the comment may be heard by those electronically attending the meeting. The Board rules for the content and length of the public statements remain as if the meeting were held in-person.

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 9, 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. Cisco Networking Equipment – Board Report #4587 – Vice President Satkowski

Recommended action: Move to approve a contract award to ConvergeOne, Inc. for \$41,145.36 for Cisco Networking Equipment as requested by the Early/Middle College Trade School program, in accordance with the specifications of Bid #21221.

MOVED BY: _____ SUPPORTED BY: _____

2. Concrete Sidewalk Repairs – Board Report #4588 – Vice President Satkowski

Recommended action: Move to approve a contract award to Brenca

Contractors, Inc. for \$289,421.00 for the Concrete Sidewalk Repairs project in accordance with the specifications of Bid #21223.

MOVED BY: _____ SUPPORTED BY: _____

3. Shuttle XPC Desktop Computers – Board Report #4589 – Vice President Satkowski

Recommended action: Move to approve a contract award to Insight Public Sector, Inc. for \$44,392.05 for forty-five (45) Shuttle XPC Slim Desktop Computers as requested by the Computer Information Systems program, in accordance with the specifications of Bid #21246.

MOVED BY: _____ SUPPORTED BY: _____

4. Puritan Bennett 980 Ventilator – Board Report #4590 – Vice President Satkowski

Recommended action: Move to approve a contract award totaling \$54,445.00 to Medtronic, Inc. for one (1) Puritan Bennett 980 Package requested by the Respiratory Therapist program, in accordance with Quote #1603638 dated March 25, 2021.

MOVED BY: _____ SUPPORTED BY: _____

5. Amatrol Mechanical Learning Systems – Board Report #4591 – Vice President Satkowski

Recommended action: Move to approve a contract award totaling \$57,336.00 to ATS Midwest LLC for (6) Amatrol Technical Learning Systems including associated accessories, classroom curriculum, commissioning and orientation services, and shipping requested by the Workforce and Professional Development Division, in accordance with Quote #18715 dated March 17, 2021.

MOVED BY: _____ SUPPORTED BY: _____

6. Engineering Services: North Loop Primary Electrical Upgrade – Board Report #4592 – Vice President Satkowski

Recommended action: Move to approve a contract award to Peter Basso Associates, Inc. for Engineering Services for the North Loop Primary Electrical Upgrade – Phases 5, 6, and 7 in the amount of \$47,600, in accordance with Peter Basso Associates' proposal dated February 25, 2021 and Board Policy #2110.

MOVED BY: _____ SUPPORTED BY: _____

HUMAN RESOURCES

7. Recommended action: Move to approve the following staff appointments:

Nicholas Baran, Mathematics Instructor, School of Science, Technology, Engineering, and Mathematics, PhD, Step 8, 10 Months, effective 8/24/2021.

JaNell Chatman, Facilities Associate, Facility Services, Step 2, 12 months, effective 4/20/2021.

Heather Khanna, Biology Instructor, School of Science, Technology, Engineering, and Mathematics, MA, Step 8, 10 Months, effective 8/24/2021.

Mary Kosmalski, Counselor, Counseling Division, MA, Step 2, 10 Months, effective 4/20/2021. This is a temporary, full-time assignment through the 2020-2021 academic year.

Jessica Mahoney, Biology Instructor, School of Science, Technology, Engineering, and Mathematics, PhD, Step 8, 10 Months, effective 8/24/2021.

Sarah Maier, eLearning Designer, eLearning, Step 4, 12 Months, effective 4/20/2021.

Michael Petri, Criminal Justice Instructor, School of Liberal Arts, MA, Step 8, 10 Months, effective 8/24/2021.

Jermaine Reese, Criminal Justice Instructor, School of Liberal Arts, PhD, Step 8, 10 Months, effective 8/24/2021.

Eng Hong Sin, Mathematics Instructor, School of Science, Technology, Engineering, and Mathematics, MA, Step 6, 10 Months, effective 8/24/2021.

MOVED BY: _____ SUPPORTED BY: _____

8. Executive Director, Human Resources – Vice President Gonko

Recommended action: Move to approve the appointment of _____, to the position of the Executive Director of Human Resources, at Grade ____, Step ____, of the 2020-2021 Exempt Human Resources Management Salary Schedule, effective _____.

ADMINISTRATIVE SERVICES

9. Foundation Board of Director Nomination – Vice President Best

Background information: One (1) candidate is being recommended for appointment to the Henry Ford College Foundation Board of Directors. This individual was brought forward to the Foundation Board for their approval during a Zoom meeting on March 18, 2021. The Foundation Board unanimously approved the appointment. If approved, his term begins April 20, 2021. The candidate is State Representative Tyrone Carter:

State Representative Tyrone Carter is serving his second term representing the 6th House District, which covers a portion of the cities of Detroit, Ecorse, and River Rouge. Representative Carter graduated from Southwestern High School and Central Michigan University, and is an alumnus of Henry Ford College. Representative Carter graduated from the Wayne County Sheriff's Police Academy and spent 25 years with the Wayne County Sheriff's Office, attaining the rank of Executive Lieutenant before retiring in 2008. He also graduated from the FBI National Academy and the Michigan Political Leadership Program. For the past ten years, Representative Carter has dedicated his spare time to community service and his life and career to public service.

Recommended action: Move to approve the appointment of State Representative Tyrone Carter to the Henry Ford College Foundation Board of Directors for a term of three-years, effective April 20, 2021 until December 2024.

MOVED BY: _____ SUPPORTED BY: _____

VI. 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

VII. FUTURE MEETING DATES

- A. Monday, May 10, 2021, **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 State Law) and virtually available live for viewing via YouTube: www.youtube.com/dpscommdept, Facebook www.facebook.com/dearbornpublicschools and cable channel (Comcast Dearborn Channel 19 and WOW Channel 15).

- B. Monday, May 17, 2021, **HFC** Meeting, 7:00 p.m., at the Dearborn Schools Administrative Service Center, 18700 Audette, Dearborn, in the Frank Franchi Board Room (following the guidelines of the State Law) and via Zoom videoconference. Check online at www.hfcc.edu/board-meeting-schedule.
- C. Wednesday, May 19, 2021, 5:30 p.m. **HFC** Financial Stability Ad Hoc Committee Meeting, via Zoom videoconference. Check online at www.hfcc.edu/board-meeting-schedule.

VIII. **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.