

**HENRY FORD COLLEGE  
BOARD OF TRUSTEES MEETING  
DEARBORN, MICHIGAN  
May 17, 2021**

**I. CALL TO ORDER**

The regular meeting of the Henry Ford College Board of Trustees was called to order in person on Monday, May 17, 2021, at the Dearborn Schools Administrative Service Center in the Frank Franchi Board Room and virtually via Zoom meeting #966 7744 8094 at 7:03 p.m. by Chair Thorpe.

**ROLL CALL**

On roll call, the following were present: Trustees Berry, D'Ambrosio, McDonald (via Zoom), 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 Berry, supported by Trustee Mozip passed unanimously with a roll call vote attached to approve the minutes for the Board of Trustees Financial Stability Ad Hoc Committee meeting on April 7, 2021 and the regular Henry Ford College Board of Trustees meeting on April 19, 2021 with the following correction to the Financial Stability Ad Hoc Committee meeting minutes: Maali Luqman was absent.

**III. RECOGNITION AND ACKNOWLEDGEMENTS**

Recognition and acknowledgement items were read by HFC student, Aseel Almuhadra, a 2019 graduate of Fordson High School and a 2021 graduate of Henry Ford College. Aseel has accepted a full athletic scholarship to continue his education at Gannon University in Erie, Pennsylvania to study business administration. Aseel stated "This opportunity would not have been possible without the support of my wrestling coach, Grant Mackenzie, who helped me earn All-American honors at the NJCAA Wrestling Championship in Council Bluffs, Iowa last month. I represented HFC with nine of my teammates and finished sixth in the 125-pound weight class. I also finished my HFC career as the 2021 MCCA Champion and was voted MCCA Wrestler of the Year."

- Congratulations to HFC student Donnie Andrysiak for qualifying for the NJCAA Golf Championship, being held May 18-21 at Swan Lake Resort in Plymouth, Indiana.

- Congratulations to the HFC softball team for capturing the MCCA Eastern Conference Championship with a record of 23-5. This marks the first conference championship for the team since 1998.
- Congratulations to Cassandra Fluker, Student Activities Director. Ms. Fluker wrote an article titled Hiring Faculty of Color for Student Success and is published in *Leadership Abstracts* on the League for Innovation, Community College's website. Issues of *Leadership Abstracts* are public for the first two months, after which they are available only to those with an institutional or individual iStream subscription.
- Congratulations to Reda Mazeh, Fordson High School student who has completed 33 dual enrollment credits at HFC and has been awarded the prestigious Harry A. Sisson scholarship (\$8,500) from the Dearborn Rotary Foundation. Reda plans to study pre-med at either Harvard or the University of Michigan.
- The Pharmacy Technician program received notification of reaccreditation from the American Society of Health-System Pharmacists (ASHP). Congratulations to Program Director, Keith Binion, for all his hard work.

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

- Conveyed his sympathy and condolences on behalf of the Board of Trustees and the College to Dr. Patricia Chatman, Dean of the School of Business, Entrepreneurship and Professional Development, whose father Henry Alton Walker, passed away on May 11.
- The College will continue with the current procedure for face masks even though the CDC has changed their recommendation on face mask requirements. The system in place calls for the Return to Campus team working with the Return Campus plan to continue to evaluate any need for change.
- Fall modality delivery update was provided indicating an increase in in-person classes. Delivery modalities continue to be monitored and evaluated for safety, legality, and student demand. The fall modality will continue to include hybrid classes.
- Updated the Board of Trustees on the process for community college state appropriations for the upcoming fiscal year.
- The FY2022 Proposed General Fund Budget agenda item has assumptions included as the state will not have their budget set until October and the budget is based on a tuition increase which the Board of Trustees will be voting on this evening.
- The Hawks men's basketball team won their first game in the national tournament as the 13th seed against the 4<sup>th</sup> seed team. They had two losses after the initial game. President Kavalhuna congratulated Coach Chris Shephard who instills a culture of teamwork, support, and the importance of education in all his athletes. Coach Shephard has been recognized by his peers as Coach of the Year for the third year in row.

- Congratulated the HFC Hawks softball team on their run to go to the national finals this season. In order to move on to the national finals, the team had to win two out three games in the series. They lost their final game to OCC.

#### **IV. DISCUSSION ITEMS**

##### **A. Proposed Fiscal Year 2021-2022 Budget – Board Report #4593 – Vice President Satkowski**

COVID-19 is still affecting the General Operational Budget which requires a significant number of changes to the proposed fiscal year 2022 budget.

Revenue has been proposed based on a flat enrollment compared to fiscal year 2021 which was reduced by 7.5 percent, a two percent increase in state appropriations, a two percent increase for property taxes/personal property taxes, an increase in tuition rates, and funding reimbursement from the CARES Acts. The revenue increase compared to fiscal year 2021 totals \$6,178,000, compared to a revenue reduction in fiscal year 2021 compared to fiscal year 2020 of \$6,348,000.

Some revenue changes being presented were included in the fiscal year 2021 mid-year budget adjustment which adjusted state appropriations revenue by over \$4,600,000 and local property taxes over \$700,000.

Expenses include increases in the area of non-personnel costs, such as supplies and travel, critical review of open positions before filling these positions, a reduction in part-time instruction due to the hiring of full-time faculty at the budgeted level of 177, and contractual obligations which total \$5,375,000 in increases.

Some expenses shown were included in the fiscal year 2021 mid-year budget adjustment which included funding of vacant positions and mandatory transfers.

The proposed budget has a projected surplus of \$806,000.

Vice President Satkowski introduced Bryan Bame, Director of Financial Research and Budgetary Development, who provided a PowerPoint presentation which included information on: the proposed FY2022 budget compared to the initial and mid-year adjusted FY2021 budget; Budget Assumptions (both revenue and expenditures); Carryover Initiatives; Unrestricted Reserves Historic and Future Trends; and State-wide Revenue Review which includes state appropriations, property tax, and tuition and fees.

Trustee Petlichkoff asked if the increase in construction materials will affect the carryover projects which have already been budgeted. Vice President

Satkowski responded that the only project affected might be the chemistry and biology labs renovations, however, it would be minimal as the renovation is mostly equipment based.

Chair Thorpe asked how the proposed FY2022 budget figures compare with budget figures from FY2020. Bryan Bame responded that the proposed budget falls more in line with the FY2020 mid-year budget adjustment.

## **V. ACTION ITEMS**

### A. Citizen Participation

None

### B. Special Consideration of an Action Item

Item 4 pulled by Trustee Berry. Item 5 pulled for a roll call vote.

### C. Action to Approve Action Items

Motion to approve action items 1 through 3, with the exception of items 4 and 5, was offered by Trustee Berry, supported by Trustee D'Ambrosio 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.

Item 4: Trustee Berry stated his concern over raising tuition due to the increase in the marketing budget, lower enrollment figures, and the pandemic. Trustee Mozip is concerned with the huge jump in tuition and feels that increases should be in line with inflation. He also wants to explore other avenues for funding, perhaps using unrestrictive funds to cover costs. While he is optimistic in the federal government covering tuition for students in community colleges, it is still a calculated risk and unknown for the future.

## **BIDS AND CONTRACTS**

1. Intel Core i7 CAD Computer Systems – Board Report #4594 – Vice President Satkowski

Moved to approve a contract award to CDW Government LLC for \$42,589.36 for twenty-two (22) Intel Core i7 CAD Computer Systems as requested by the Building Sciences program, in accordance with the specifications of Bid

#21287.

## **HUMAN RESOURCES**

7. Moved to approve the following staff appointments:

Jeremy Adelman, Physics Instructor, School of Science, Technology, Engineering, and Mathematics, MA, Step 5, 10 Months, effective 8/24/2021.

Ashlee Barnes, Psychiatric Nursing Instructor, School of Health and Human Services, PhD, Step 8, 10 Months, effective 8/24/2021.

Christie Buck, Medical/Surgical Nursing Instructor, School of Health and Human Services, MA, Step 7, 10 Months, effective 8/24/2021.

Carolyn Casale, Pre-Education Instructor, School of Health and Human Services, PhD, Step 8, 10 Months, effective 8/24/2021.

Teena Culhane, Respiratory Therapy Instructor, School of Health and Human Services, LMA, Step 8, 10 Months, effective 8/24/2021.

Eboni Gill, Department Secretary, Academic Advising, Step 3, 12 Months, effective 6/8/2021.

Courtney Henderson, English Instructor, School of Liberal Arts, MA+60, Step 8, 10 Months, effective 8/24/2021.

Glenn Hill, Campus Safety Associate, Campus Safety, Step 3, 12 Months, effective 5/18/2021.

Kathleen Jaczynski, Humanities Instructor, School of Liberal Arts, MA, Step 8, 10 Months, effective 8/24/2021.

Jesse Mason, Physics Instructor, School of Science, Technology, Engineering, and Mathematics, MA, Step 8, 10 Months, effective 8/24/2021.

Brianne, Radke, English Instructor, School of Liberal Arts, MA, Step 8, 10 Months, effective 8/24/2021.

Sommer Sterud, English Instructor, School of Liberal Arts, MA+30, Step 8, 10 Months, effective 8/24/2021.

Victoria Swiencicki, Accounting Instructor, School of Business, Entrepreneurship and Professional Development, MA, Step 8, 10 Months, effective 8/24/2021.

## **ADMINISTRATIVE SERVICES**

### 3. Winter 2021 TIF Proposed Projects – Vice President Satkowski

Moved to approve the Winter 2021 Technology Investment Fund (TIF) Proposed Projects as presented in Board Report #4586 at the April 19, 2021 Board of Trustees meeting.

### 4. Fiscal Year 2022 Tuition Adjustment – President Kavalhuna

Background information: At the April 19, 2021, Board of Trustees regular meeting, President Kavalhuna provided data in support of the request to raise tuition 4.2% for fiscal year 2022. Data provided: HFC Tuition Rates and Tuition Assistance spreadsheet; HFC Historic Changes in College Tuition and Fees; MCCA In-District Comparison of Tuition Rates – FY2021; MCCA Out-of-District Comparison of Tuition Rates – FY2021; HFC Budget Forecast FY2020-FY2024; and similar size Michigan community college mills generated revenue comparison schedule.

Motion to approve the following 4.2% increase in tuition for fiscal year 2022 with the increase effective with the Fall 2021 semester: In-District tuition from \$101.50 to \$105.75 per credit hour; Out-of-District tuition from \$177 to \$184.50 per credit hour; and Out-of-State and International tuition from \$257 to \$267.50 per credit hour was offered by Trustee Mozip, supported by Trustee Petlichkoff was approved with the following roll call vote attached: Ayes – Trustees D’Ambrosio, McDonald, Petlichkoff, Watts and Chair Thorpe (5); Nays – Trustees Berry and Mozip (2)

### 5. Approval of Designation of Wayne RESA Election Representative – Board Report #4595 – Dr. Glenn Maleyko

Background Information: The biennial election of the board of Wayne County Regional Educational Service Agency (RESA) will be held on Monday, June 7, 2021. The members of the RESA Board will be elected by an electoral body composed of one person designated by the Board of each of the constituent school districts.

In accordance with Section 380.613(2) of the Revised School Code, the Board of Education must now adopt a resolution which designates its representative to the electoral body and direct said representative to vote on behalf of the Board of Education for the specific candidate this Board supports for each position to be filled on the RESA Board, at least on the first ballot taken by the electoral body.

Motion that the Dearborn Board of Education designates Roxanne McDonald as its representative and Hussein Berry as an alternate, in the event the designated representative is unable to attend, and is further directed to cast a vote on behalf of the Board for candidate James Petrie was offered by Trustee Petlichkoff, supported Trustee McDonald was approved with a unanimous roll call vote attached.

## VI. BOARD OF TRUSTEES BUSINESS

### A. Acknowledgements of Correspondence

None

### B. Board Committee Reports

None

### C. Requests for Information and/or Future Agenda Items

Chair Thorpe would like an update on the Return to Campus plan.

### D. Board Member Commentary

President Kavalhuna and the Board of Trustees welcomed the following new employees who were virtually present at the meeting: Jeremy Adelman, Ashlee Barnes, Christie Buck, Carolyn Casale, Teena Culhane, Eboni Gill, Kathleen Jasczynski, Jesse Mason, Sommer Sterud, and Victoria Swiencicki.

Chair Thorpe congratulated and wished all students who are graduating good luck in their future endeavors.

Chair Thorpe announced that although the HFC June meeting is listed to be in the same location as this evening's meeting it might change. All updates can be found on the HFC website.

## VII. FUTURE MEETING DATES

### A. Wednesday, May 19, 2021, **HFC** Board of Trustees Financial Stability Ad Hoc Committee virtual meeting via Zoom. Meeting link:

<https://zoom.us/j/97702969773>.

### B. Monday, June 7, 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](http://www.youtube.com/dpscommdept), Facebook [www.facebook.com/dearbornpublicschools](http://www.facebook.com/dearbornpublicschools) and cable channel (Comcast Dearborn Channel 19 and WOW Channel 15).

- C. Monday, June 14, 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](http://www.hfcc.edu/board-meeting-schedule).
- D. Monday, June 21, 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](http://www.youtube.com/dpscommdept), Facebook [www.facebook.com/dearbornpublicschools](http://www.facebook.com/dearbornpublicschools) and cable channel (Comcast Dearborn Channel 19 and WOW Channel 15).
- E. Wednesday, June 23, 2021, **HFC** Board of Trustees Financial Stability Ad Hoc Committee, 5:30 p.m. via Zoom (following the guidelines of the State Law), details to be determined. Check online at [www.hfcc.edu/board-meeting-schedule](http://www.hfcc.edu/board-meeting-schedule).

### **VIII. ADJOURNMENT**

Motion offered by Chair Thorpe and unanimously approved by those members present that the meeting be adjourned at 8:37 p.m.

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Adel Mozip, Secretary