

**HENRY FORD COLLEGE
BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
June 14, 2021**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order in person on Monday, June 14, 2021, at the Dearborn Schools Administrative Service Center in the Frank Franchi Board Room and virtually via Zoom meeting #964 8853 0447 at 7:00 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 D'Ambrosio, supported by Trustee Berry, passed with a unanimous roll call vote attached that the following minutes be approved:
- Special meeting, May 5, 2021
 - Closed session, May 5, 2021
 - Regular meeting, May 17, 2021
 - Financial Stability Ad Hoc Committee meeting, May 19, 2021

III. RECOGNITION AND ACKNOWLEDGEMENTS

Recognition and acknowledgement items were read by HFC student, Brenna McCalister, a graduate of Allen Park High School and a proud 2021 graduate of Henry Ford College. Brenna will be attending the Mike Ilitch School of Business at Wayne State University. She has been a member of the HFC softball team for two years. During her freshman year, she pitched a no-hitter, and two days later, the season was canceled due to the pandemic. This year, she was the starting pitcher and helped our team win the MCCA Eastern Conference. Brenna earned Second Team All-Conference honors and is also a member of the NJCAA All-Academic Second Team honors with a 3.952 GPA. Based on her academic and athletic achievements, she was a finalist for the 2021 MCCA Female Student-Athlete of the Year.

- HFC BIO 131 student, Mohammad Turaani, has been accepted into the Summer research program at MSU. The program is called the "Entomology Research and Outreach Fellowship" and provides research opportunity and financial support for a summer-long program.
- HFC students Warren Harrison and Hasan Yahfoufi have been selected by the American Association of Community Colleges (AACC) and the National Science Foundation as a finalist team for the 2021 Community College Innovation Challenge (CCIC). This is the fourth time in the CCIC's five-year history that an HFC student team has been selected Top 10 in the national competition. Kudos to Pre-Engineering Department Chair, Dr. Hassan Nameghi, for coaching these students to success.
- Congratulations to Chardin Claybourne, faculty member in the Learning Lab and Tutoring Services, who had two articles published in May 2021:
 - An *Innovation Showcase* article, titled Creating a Campus Culture of Self-Directed Student Learning, which is published on the League for Innovation in the Community College website. The publication will also be featured in the next issue of League Connections.
 - An *Emerging Leader Perspectives* article for Perspectives: Community College Leadership for the 21st Century (this is a publication of the Ferris State University Doctorate in Community College Leadership Program).
- Congratulations to the following members of the HFC baseball team for earning MCCAAs honors:
 - Robert Nichols, All-MCCAA, First Team All-Conference
 - Solomon McCants, Second Team All-Conference
 - Jacoby Dale, Second Team All-Conference
 - Thomas Potcova, Honorable Mention
- Congratulations to the following members of the HFC softball team for earning MCCAAs honors:
 - Moya Jones, All-Region, All-MCCAA, First Team All-Conference and Player of the Year
 - Anna Atherton, All Region, All-MCCAA, First Team All-Conference, All-Freshman Team
 - Kennedy Cornette, All-Region, All-MCCAA, First Team All-Conference
 - Brenna McCalister, Second Team All-Conference
 - Lauren Gannon, Second Team All-Conference
- Congratulations to the following student-athletes for earning NJCAA All-Academic Team honors:
 - Freshman Alyssa Darr, volleyball, All-Academic First Team honors with a 4.0 GPA.
 - Sophomore Brenna McCalister, softball, All-Academic Second Team with a 3.952 GPA
 - Freshman Haley Zimmerman, softball, All-Academic Second Team with a 3.927 GPA

- Freshman Lillian Grantham, volleyball, All Academic Second Team with a 3.940 GPA
- Sophomore Aseel Almudhala, wrestling, All-Academic Second Team with a 3.856 GPA
- Sophomore Jovan Martin, men’s basketball, All-Academic Second Team with a 3.820 GPA
- Congratulations to Head Baseball Coach Steve Brown who was named Coach of the Year.

IV. PRESIDENT’S ITEMS

- Thanked Superintendent Maleyko and his team for the use of their facilities for the meeting this evening.
- Acknowledged Flag Day which commemorates the adoption of the United States flag on June 14, 1777, by the Second Continental Congress.
- Thanked Holly Diamond, Shawn Stevens, and Rhonda DeLong, for their work in delivering successful virtual commencement ceremonies. The President also thanked Trustee Mozip and Trustee Watts for their fantastic commencement ceremony speeches.
- Congratulated Warren Harrison and Hasan Yahfoufi on their engineering competition accomplishment. As a team, they developed a design for a mask that uses ultraviolet rays inside the mask to kill microscopic organisms which cause various viruses.
- The President was happy to participate in the in-person graduation for the Henry Ford Early College students held on the Dearborn High School football field.
- Provided an overview of Secretary of Education Miguel Cardona’s visit to the main campus on June 8, 2021.

IV. SPECIAL REPORTS

A. Return to Campus – President Kavalhuna

President Kavalhuna introduced Vice President Gonko who provided an update to the Board of Trustees on the Return to Campus plan. Vice President Gonko began her presentation with a recap of the process used during the initial stages of the pandemic to aid return to campus decisions.

- Everyone who comes on campus will continue to fill out the screening app or paper form to gain access.
- The screening checkpoint for temperature checks is no longer required.
- We will continue to have a single point of entry to the campus until early July, when more employees will be on campus.
- We continue to require masks when indoors.
- We will continue to socially distance as much as possible taking into

- consideration hands-on learning activities and workspace restrictions.
- Each VP will work with their departments to develop a phased plan for employees to return to campus on Monday, July 12, beginning with those ready and willing to come back on campus.
 - Each department will develop a plan for their staff to spend the majority of their time on campus by the fall semester with the goal of all staff returning to campus by January 2022.
 - Monitoring on guidance and safety measures on these plans will continue with plans being modified accordingly in the future.
 - With regard to academics, the modality breakdown for the fall semester (to-date) is 59% virtual (33% asynchronous and 26% live without the drive) 18% hybrid, and 23% on ground); summer semester breakdown is 80% virtual (53% asynchronous and 27% live without the drive) 5% hybrid), and 15% on ground; and winter semester breakdown is 82% virtual (44% asynchronous, 38% live without the drive, 5% hybrid) and 13% on ground. On ground classes are filling below 60% capacity. However, enrollment is closely monitored and the ability to open an on-ground class can be done easily as they have been built into the schedule to be used if necessary.

V. **ACTION ITEMS**

A. Citizen Participation

None

B. Special Consideration of an Action Item

Item 9 pulled for a roll call vote.

C. Action to Approve Action Items

Motion to approve action items 1 through 8, 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.

None

BIDS AND CONTRACTS

1. Change Order Request: Energy Program Contract for the Integrated Energy Master Plan (IEMP) – Board Report #4596 – Vice President Satkowski

Moved to approve a contract change order to Johnson Controls, Inc. for \$1,187,213.00 for the additional work required to refurbish seven (7) air handling units and three (3) roof-top units.

2. Blanket Purchase Order Approval, Fiscal Year 2022 – Board Report #4597 – Vice President Satkowski

Moved to approve the Blanket Purchase Order Lists for Fiscal Year 2022 attached to Board Report #4597, in accordance with Board Policy and Guidelines.

HUMAN RESOURCES

3. Staff Appointments – Vice President Gonko

Moved to approve the following staff appointment:

Christopher Hubbard, Business Entrepreneurship Instructor, School of Business, Entrepreneurship and Professional Development, PhD, Step 8, 10 Months, effective 8/24/2021.

4. Facilities Supervisor, Facility Services – Vice President Gonko

Moved to approve the appointment of William Adolph to the position of Facilities Supervisor, Facility Services, at Grade 5, Step 6, of the 2016-2021 Henry Ford Community College Administrators' Association Salary Schedule, Local 71, 48 weeks, effective 7/6/2021.

ADMINISTRATIVE SERVICES

5. Proposed Fiscal Year 2021-2022 Budget – Vice President Satkowski

Moved to approve the Proposed Fiscal Year 2021-2022 Budget as presented in Board Report #4593 at the May 17, 2021, Board of Trustees meeting.

6. Exempt Personnel Positions -- President Kavalhuna

Background information: Several positions at Henry Ford College are non-union, exempt positions (Cabinet, Deans, Human Resources staff, and administrative assistants) and require renewal by the Board of Trustees. We are recommending that the positions for all non-union, exempt employees be extended for one year through June 30, 2022.

Moved to approve the extension of positions of all non-union, exempt staff personnel for one year through June 30, 2022.

7. Ratification of the 2021-2022 Collective Bargaining Agreement between the Board of Trustees and the Henry Ford College Administrators' Association, Local 71 – Vice President Gonko.

Background information: Representatives for the Board and representatives for the Henry Ford College Administrators' Association, Local 71 have reached a tentative agreement for a one-year collective bargaining agreement through June 30, 2022.

This agreement was ratified by the HFC-Local 71 membership on June 3, 2021.

Moved to approve the 2021-2022 collective bargaining agreement between the Board of Trustees and the Henry Ford College Administrators' Association, Local 71 through June 30, 2022.

8. Ratification of the 2021-2024 Collective Bargaining Agreement between the Board of Trustees and the Henry Ford College Support Staff Association – Vice President Gonko.

Background information: Representatives for the Board and representatives for the Henry Ford College Support Staff Association have reached a tentative agreement for a three-year collective bargaining agreement through June 30, 2024.

This agreement was ratified by the HFC-Support Staff Association on June 8, 2021.

Moved to approve the 2021-2024 collective bargaining agreement between the Board of Trustees and the Henry Ford College Support Staff Association through June 30, 2024.

9. Certification of Appointments 2021-2022 MCCA Board of Directors – Chair Thorpe

Background information: The MCCA requires each member college to certify, each year in July, its representatives to the MCCA Board of Directors. The representatives must be the chief administrative officer of the college and one member of the college's governing board. Each college board is also required to designate an alternate governing board member.

Motion offered by Trustee Berry, supported by Trustee McDonald, to designate the following as representatives to the MCCA Board of Directors for 2021-2022 was approved with a unanimous roll call vote attached.

Mary Petlichkoff – Trustee Director
Adel Mozip – Alternate Trustee Director
Russell A. Kavalhuna – President

VI. BOARD OF TRUSTEES BUSINESS

A. Acknowledgements of Correspondence

None

B. Board Committee Reports

Trustee D'Ambrosio requested that the Trustees return the President's evaluation forms to him by June 28, 2021.

Chair Thorpe stated that the Ad Hoc Committee will be meeting later this month and the Policy Committee will soon resume their meetings.

C. Requests for Information and/or Future Agenda Items

None

D. Board Member Commentary

President Kavalhuna welcomed two new teammates, Christopher Hubbard and William Adolph, to the College.

President Kavalhuna thanked the Board for approving the two collective bargaining agreement items on the agenda this evening.

Trustee Berry congratulated Dr. Lisa Jones Copprue on her appointment as President of the Colorado Northwestern Community College. Dr. Copprue did a tremendous job as a former Vice President of Student Affairs at HFC and is also an alumna of the College.

Trustee Mozip stated that the visit by Secretary Cardona was very well organized and provided an opportunity to share thoughts on providing an affordable education for community college students. He stated that he found Secretary Cardona to be very supportive of including this in the President's plans.

Chair Thorpe stated that our doors are always open to those in high-level positions.

Trustee Petlichkoff thanked President Kavalhuna for inviting Superintendent

Maleyko to the event as this was an excellent way to showcase our P-14 relationship.

VII. FUTURE MEETING DATES

- A. 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, Facebook www.facebook.com/dearbornpublicschools and cable channel (Comcast Dearborn Channel 19 and WOW Channel 15).
- B. Wednesday, June 23, 2021, **HFC** Board of Trustees Financial Stability Ad Hoc Committee, 5:30 p.m., virtual meeting via Zoom. Meeting link: <https://zoom.us/j/97702969773>.
- C. Monday, July 26, 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).

VIII. ADJOURNMENT

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

Adel Mozip, Secretary