

**HENRY FORD COLLEGE
BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
August 9, 2021**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, August 9, 2021, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:02 p.m. by Chair Thorpe.

ROLL CALL

On roll call, the following were present: Trustees Berry, D'Ambrosio, McDonald 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:
- Regular meeting, June 14, 2021
 - Financial Stability Ad Hoc Committee meeting, June 23, 2021
 - Audit Committee meeting, June 29, 2021
 - Board Retreat Special meeting, July 16, 2021
 - Closed session, July 16, 2021

III. RECOGNITION AND ACKNOWLEDGEMENTS

Recognition and acknowledgement items were read by HFC student, Brandon Michrina. Brandon is from Sterling Heights and a 2019 graduate of Stevenson High School. He accepted a scholarship to play NCAA Division II basketball at Urbana University in Ohio right out of high school. In the summer of 2020, Urbana went out of business, and he found a new home at Henry Ford College. Despite the challenges faced competing during the pandemic, he found success in the classroom and on the court. He earned Second Team All-Conference honors and helped his team advance to the NJCAA National Championship. This summer Brandon received a scholarship offer from Christian Brothers University in Memphis, Tennessee, another NCAA Division II university. However, he chose to return to HFC, to again excel in the classroom and on the court, and to help his teammates make a run for a national championship title.

- HFC's Office of Veterans Services successfully completed a Compliance

Survey with the Michigan State Approving Agency on July 8, 2021. This Compliance Survey is regularly conducted to ensure that payments made to trainees in receipt of Department of Veterans Affairs Education Benefits are correct.

- The Enrollment Services teams have been busy getting students ready for the Fall semester and are offering a new drop-in service via Zoom, a popular service option for students. In July, they served 540 students via Zoom. In addition, they handled 3,913 calls. Both of these services involve assisting students with various services from admission to financial aid, registration, records, and payment. The Assessment team proctored 286 tests and also helped with NAT testing. The entire Enrollment Services team also partnered with other divisions to provide Third Thursday extended hours to students.
- Nasrene Mroue, HFC biology student, received the award for “Outstanding Biology Student of the Year.” Nasrene has always been intrigued by the natural interactions that occur within biology and finds the study of the human body and life itself fascinating. She will be transferring from HFC to U of M-Ann Arbor into their Pre-Med program.
- Sherry Clippert-DeVogel, Academic Advisor, received a Diversity, Equity, and Inclusion in the Workplace Certificate from the University of South Florida Muma College of Business. The seven-week program, created in partnership with the Tampa Bay Lightning and Jabil, focuses on ways for organizations to create diverse workplaces, address equity issues, and foster inclusivity.

IV. PRESIDENT'S ITEMS

- Stated that he was happy to be meeting in-person again and that one of the things that he enjoys is calling out people from the College that make us proud and are either changing their lives through education or changing other people's lives through education.
 - Brandon Michlinski who did a great job in reporting out the Recognition and Acknowledgement items on the agenda tonight.
 - Basketball Coach Chris Shepard who supports his students by telling them there is a real meaningful opportunity to play basketball and the College is also an institution that cares about its students. It also says a lot that Coach Shepard has been voted in by his opponents as Coach of the Year for the third time.
 - Byron Brooks, one of our prized graduates and former Student Council President. Byron just graduated from Ferris State University and is on his way to U of M-Ann Arbor to complete his graduate degree.
 - Joe Zitnik, President of Local 71, who led an effective and professional negotiation and developed a path forward with the Board of Trustees and his collective bargaining unit.
 - Reuben Brukley who has more construction projects going on than

any Facilities Manager would ever imagine. His team's diversity and professionalism are increasing under his leadership.

IV. ACTION ITEMS

A. Citizen Participation

None

B. Special Consideration of an Action Item

Item 10 pulled for a roll call vote.

C. Action to Approve Action Items

Motion to approve action items 1 through 11, with the exception of number 10, offered by Trustee Berry, supported by Trustee Petlichkoff, 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. Intel Core i7 Desktop Computer Systems – Board Report #4598 – Vice President Satkowski

Moved to approve a contract to Sehi Computer Products, Inc. for \$116,548.00 for seventy-eight (78) Intel Core i7 Desktop Computer Systems as requested by the School of Liberal Arts and the School of Science, Technology, Engineering, and Mathematics, in accordance with the specifications of Bid #21227.

2. Chemistry and Biology Laboratory Renovations – Board Report #4599 – Vice President Satkowski

Moved to approve a contract award totaling \$334,557.00 to PGC Development, LLC for the Chemistry and Biology Laboratory Renovations project as requested by Facilities Services, in accordance with the specifications of Sealed Bid #21413.

3. 2022 Ford F-350 Super Duty Pickup Trucks – Board Report #4600 – Vice President Satkowski

Moved to approve a contract award totaling \$89,294.04 to Jack Demmer Ford, Inc. for two (2) 2022 Ford F-350 XL Super Duty Pickup Trucks as requested by Facilities Services, in accordance with the specifications of Sealed Bid #21413.

Trustee Berry inquired about the condition of the trucks that were traded in and whether their parts could be utilized in some way. Fred Steiner responded that two trucks do not run and the third is not safe enough to be put on the road. Parts from the two trucks that do not run were used in the one truck that is still drivable. He added that he was astounded that the College received any trade-in value for the trucks.

Trustee McDonald asked if the trade-in value of the trucks was a deciding factor in which vendor to go with since the bids between the top two vendors were so close. Fred Steiner responded that the College always looks at the package net cost provided by vendors when selecting a vendor.

4. Festo Pneumatic and Hydraulic Trainers – Board Report #4601 – Vice President Satkowski

Moved to approve a contract award to Advanced Technologies Consultants for \$310,230.00 for two (2) Festo Didactic TP501 Hydraulic Training Systems and four (4) Festo Didactic TP101 Pneumatic Training Systems requested by the Early/Middle College Trade School program, in accordance with ATC's quote dated April 23, 2021, revised May 2, 2021.

5. Acoustical Analysis and Soundproofing System – Board Report #4602 – Vice President Satkowski

Moved to approve a contract award to Memtech Acoustical Services, Inc. for \$36,602.74 for Acoustic Analysis and Soundproofing System in the Vocal Booth Room requested by the Music and Recording Arts programs, in accordance with Memtech Acoustical Quote #N3884 dated July 29, 2021.

6. Physics Laboratory Equipment – Board Report #4603 – Vice President Satkowski

Moved to approve a contract award to Pasco Scientific for \$87,887.00 for the purchase of Pasco Scientific Mechanics 850 System Bundles requested by the Physics department, in accordance with Quote # QT118030 dated February 1, 2021.

7. Qualtrics Survey and Analytics Software – Board Report #4604 – Vice President Satkowski

Moved to approve a contract award to Qualtrics, LLC for \$65,025.00 for an

annual subscription to DesignXM Survey and Analytical Software requested by the Institutional Research and Reporting department, in accordance with Quote # Q-1525963 dated June 28, 2021.

8. Human Resource Management Software– Board Report #4605 – Vice President Satkowski

Moved to approve a contract to Ellucian, Inc. for a grand total of \$239,812 for a three-year subscription to Ellucian Talent Management by NEOED as requested by the Human Resources department, in accordance with Ellucian’s quote dated August 3, 2021.

Trustee Mozip asked if the College is realizing any savings in changing contracts. Fred Steiner responded that the College would save approximately \$10,000 with this software.

HUMAN RESOURCES

9. Staff Appointments – Vice President Gonko

Moved to approve the following staff appointments:

Megan Akkari, Academic Affairs Assistant, School of Science, Technology, Engineering and Mathematics, Step 3, 12 Months, effective TBD.

Michael Sepulveda, Academic Affairs Assistant, School of Liberal Arts, Step 3, 12 Months, effective 8/10/2021.

ADMINISTRATIVE SERVICES

10. Calling for a Closed Session – Chair Thorpe

Motion to approve the Board of Trustees enter a closed session to comply with the Michigan Open Meetings Act, (MCL 15.268) Sec 8(e) and 8(h). Purpose of the closed session is to consult with its attorney(s) regarding trial or settlement strategy in connection with specific pending litigation matters including: *Badry v Henry Ford College, Federal District Court* Case No. 2:18-cv-14064-AJJ-APP and *Robinson v Henry Ford College*, EEOC # 471-2021-01369 was offered by Trustee McDonald, supported by Trustee Berry, passed with a unanimous roll call vote attached.

Regular meeting suspended: 7:46 p.m. Regular meeting resumed: 8:40 p.m.

11. Approval of the 2021-2023 Collective Bargaining Agreement between the Board of Trustees and the Henry Ford College Adjunct Faculty Organization, Local 337 – Vice President Gonko.
Background information: Representatives for the Board and representatives

for the Henry Ford College Adjunct Faculty Organization, Local 337, have reached a two-year tentative agreement through August 24, 2023.

Moved to approve the 2021-2023 collective bargaining agreement between the Board of Trustees and the Henry Ford College Adjunct Faculty Organization, Local 337, through August 24, 2023.

VI. BOARD OF TRUSTEES BUSINESS

A. Acknowledgements of Correspondence

Trustee Petlichkoff stated that she received correspondence from John McDonald concerning prior requests for naming rights.

B. Board Committee Reports

Trustee Berry reported that the Policy Committee met prior to this meeting to set a game plan in discussing policies. The committee will also be implementing an employee handbook and will work with the HR Advantage Advisory to help with policies starting next month.

Trustee D'Ambrosio reported that the College is conducting a 360° evaluation of the President as required by his contract. The evaluation was sent to ten percent of randomly selected College employees. Responses are due August 13, 2021.

C. Requests for Information and/or Future Agenda Items

Trustee Petlichkoff requests a quick synopsis of the final Fall tally of online and hybrid classes and classes students requested that were not available in any modality.

Trustee McDonald requests an update on the HFC Foundation.

Trustee Mozip requests a breakdown on how COVID relief funds are being spent at the College.

D. Board Member Commentary

None

VII. FUTURE MEETING DATES

A. Tuesday, August 10, 2021, HFC Board of Trustees Financial Stability Ad Hoc

Committee Meeting, 5:30 p.m., via Zoom link: <https://zoom.us/j/94403477332>.

- B. Monday, August 23, 2021, P-12 Board of Education Meeting, 7:00 p.m., at the Administrative Service Center in the Frank Franchi Board Room.
- C. Monday, September 13, 2021, P-12 Board of Education Meeting, 7:00 p.m., at the Administrative Service Center in the Frank Franchi Board Room.
- D. Monday, September 20, 2021, HFC Board of Trustees Meeting, 7:00 p.m., at the Administrative Services and Conference Center in the Rosenau Board Room.

VIII. ADJOURNMENT

Motion offered by Chair Thorpe and unanimously approved by those members present that the meeting be adjourned at 8:40 p.m.