

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

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

**January 18, 2022  
7:00 p.m.**

**I. ACKNOWLEDGEMENT OF NEW CHAIRPERSON**

**II. CALL TO ORDER AND ROLL CALL**

Hussein Berry	_____	James Thorpe	_____
Patrick D'Ambrosio	_____	Irene Watts	_____
Adel Mozip	_____	Chair Roxanne McDonald	_____
Mary Petlichkoff	_____		

**III. APPROVAL OF MINUTES**

- A. Approval of the following Minutes for the Board of Trustees:
- Policy Committee meeting, December 13, 2021
  - Regular meeting, December 13, 2021

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

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

**IV. RECOGNITION AND ACKNOWLEDGEMENTS**

**V. PRESIDENT'S ITEMS**

**VI. SPECIAL REPORTS**

- A. Abide Talent Management Strategy  
Ms. Tracye Davis, Human Resources, Assistant Director, Performance, Development and Engagement

## VII. DISCUSSION ITEMS

- A. Fiscal Year 2022 Mid-Year Budget Adjustment – Board Report #4622  
Vice President Satkowski
- B. Delegation of Hiring Practice  
President Kavalhuna
- C. Board of Trustees Policy Updates  
Trustee Berry

The Henry Ford College Office of Legal Services is in the process of reviewing, rescinding, and updating (if necessary) current Board policies and bylaws. This office is also preparing new policies and bylaws as dictated by changes in local, state and federal guidelines. These policies are ready for rescission:

- 4150 Employment Of Resource Personnel
- 4200 Employment Of Personnel For Co-Curricular/Extra-Curricular Activities
- 4400 Non-Renewal Of Administrative Contracts [Professional Staff]
- 4450 Physical Examination
- 4700 Professional Growth
- 4800 Job-Related Expenses [Professional Staff]
- 9100 Employment Of Substitutes
- 9500 Support Staff Dress And Grooming
- 9650 Job-Related Expenses [Support Staff]

## VIII. 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 5, 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. Detroit Promise Counseling Center – Board Report #4623  
Vice President Satkowski

Recommended action: Move to approve a contract award contract totaling \$36,000.00 to the Albert M. Higley Company for the Detroit Promise Counseling Center Project as requested by Facilities Services, in accordance with the specifications of Sealed Bid #21652.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

### **HUMAN RESOURCES**

2. Staff Appointments  
Vice President Gonko

Recommended action: Move to approve the following staff appointments:

Johnnie Luna, Building Operator, Facility Services, Step 2, 12 Months, effective 1/7/2022.

Kiri MacDonnell, Library Associate II, Library, Step 3, 12 Months, effective 2/7/2022.

Regina Tillman, Building Operator, Facility Services, Step 4, 12 Months, effective 1/19/2022.

Joseph Zarka, Manufacturing Instructor, School of Business, Entrepreneurship and Professional Development, LMA, Step 8, 10 Months, effective 1/5/2022.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

3. Manager, Facility Services  
Vice President Gonko

Recommended action: Move to approve the appointment of Aaron Brooks, to the position of Manager, Facility Services, at Grade 9, Step 6, of the 2021-2022 Local 71 Administrators' Salary Schedule, effective 1/31/2022.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

### **BOARD-ADMINISTRATIVE SERVICES**

4. Strategic Plan 2022-2024  
President Kavalhuna

Recommended action: Move to approve the Strategic Plan 2022-2024, as presented in Board Report #4617 at the December 13, 2021, regular Board meeting.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

5. Financial Institution Designations and Practices Resolution – Board Report #4624  
Vice President Satkowski

Recommended action: Move to approve the Financial Institution Designations and Practices Resolution as presented in Board Report #4624 dated January 18, 2022.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

### **IX. 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

### **X. FUTURE MEETING DATES**

- A. Monday, February 14, 2022, **P-12** Board of Education Meeting, 7:00 p.m., at the Administrative Service Center in the Frank Franchi Board Room.

- B. Monday, February 21, 2022, **HFC** Regular Meeting, 7:00 p.m., at the Administrative Services and Conference Center in the Rosenau Board Room.

## **XI. 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.*