

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

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

**February 21, 2022  
7:00 p.m.**

**I. CALL TO ORDER AND ROLL CALL**

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

**II. APPROVAL OF MINUTES**

A. Approval of the following Minutes for the Board of Trustees:

- Policy Committee meeting, January 18, 2022
- Regular meeting, January 18, 2022

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

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

**III. RECOGNITION AND ACKNOWLEDGEMENTS**

**IV. PRESIDENT'S ITEMS**

**V. SPECIAL REPORTS**

A. ACCT/AACC Community College National Legislative Summit  
Trustee Watts

**VI. 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 7, 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. HPE ProLiant DL360 Servers – Board Report #4625  
Vice President Satkowski

Recommended action: Move to approve a contract award to Sehi Computer Products, Inc. for \$49,596.00 for twelve (12) HPE ProLiant DL360 Gen 10 Servers and twenty-four (24) HPE 480GB Solid State Drives as requested by the School of Business, Entrepreneurship, and Professional Development in accordance with the specifications of Sealed Bid #21506.

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

2. Mimecast Email Filtering Security Package – Board Report #4626  
Vice President Satkowski

Recommended action: Move to approve a contract award totaling \$69,464.29 to Insight Public Sector, Inc. for a Mimecast Email Security Package as requested by the Information Technology Services Department, in accordance with the specifications of Sealed Bid #21763.

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

**HUMAN RESOURCES**

- 3. Staff Appointments  
Vice President Gonko

Recommended action: Move to approve the following staff appointments:

Jon Grant, Facilities Associate I, Facility Services, Step 2, 12 Months, effective 2/22/2022.

Valerie Johnson, Facilities Associate I, Facility Services, Step 4, 12 Months, effective 2/22/2022.

LaWanda Polk, Facilities Associate I (Part-Time), Facility Services, Step 1, 12 Months, effective 2/22/2022.

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

**BOARD-ADMINISTRATIVE SERVICES**

- 4. Fiscal Year 2022 Mid-Year Budget Adjustment  
Vice President Satkowski

Recommended action: Move to approve the Fiscal Year 2022 Mid-Year Budget Adjustment as presented in Board Report #4622 at the January 18, 2022, Board of Trustees meeting.

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

- 5. Delegation of Hiring Practice  
President Kavalhuna

Background information: A practice that authorizes the President’s Office to hire employees for certain positions without prior Board of Trustee approval was discussed at a prior Board meeting and the issue was referred to the Board of Trustees Policy Committee. The draft procedure was discussed at the January 18, 2022, Board of Trustees meeting.

Recommended action: Move to approve the Procedure for Hiring Practices (Attachment A).

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

6. Board of Trustees Policy Updates  
President Kavalhuna

Background information: On November 15, 2021, and December 13, 2021, the Henry Ford College Board of Trustees Policy Committee met to discuss and review the rescission of the following policies:

- 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]

Recommended action: Move to rescind the following policies:

- 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]

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

7. Board of Trustees Complaint Resolution  
Trustee Thorpe

Recommended action: Move to approve the following Resolution: Pursuant to the investigation report dated January 7, 2022, of a complaint filed with the Board of Trustees, the Board of Trustees hereby adopts the findings, conclusions, and recommendations made in said report and dismisses the complaint.

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

**VII. 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

**VIII. FUTURE MEETING DATES**

- A. Wednesday, February 23, 2022, **HFC** Ad Hoc Committee meeting, 9:00 a.m., at the Administrative Services and Conference Center in the Cabinet Conference Room.
- B. Monday, March 14, 2022, **P-12** Board of Education Meeting, 7:00 p.m., at the Administrative Service Center in the Frank Franchi Board Room.
- C. Monday, March 21, 2022, **HFC** Board of Trustees Meeting, 7:00 p.m., at the Administrative Services and Conference Center in the Rosenau Board Room.

**IX. 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.*