

**HENRY FORD COLLEGE  
BOARD OF TRUSTEES MEETING  
DEARBORN, MICHIGAN  
August 26, 2024**

**I. CALL TO ORDER**

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, August 26, 2024, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:01 p.m. by Chair Berry.

**ROLL CALL**

On roll call, the following were present: Trustees, Patrick D'Ambrosio, Adel Mozip, Roxanne McDonald, Mary Petlichkoff, James Thorpe, Irene Watts, and Chair Hussein Berry. There being a quorum, the meeting was declared in session.

**II. APPROVAL OF MINUTES**

Motion offered by Trustee D'Ambrosio, supported by Trustee McDonald, passed with a unanimous vote attached that the following Minutes be approved:

- Regular Board of Trustees Meeting – June 10, 2024
- Board of Trustees Audit Committee Meeting – June 10, 2024
- Board of Trustees Special Meeting – June 17, 2024
- Board of Trustees Closed Session – June 17, 2024
- Board of Trustees Building & Site Committee Meeting – June 24, 2024

**III. PRESIDENT'S ITEMS**

- President Kavalhuna thanked Trustees Thorpe and Petlichkoff for attending the August 20 State of the College. He also thanked Trustee Thorpe for speaking at the event.
- We have been seeing a steady increase in foot traffic on campus every year since the pandemic in 2020. We are seeing that students value our campus and in-person classes.
- Fall enrollment is up more than 2% over last year at this time. After the decline from the pandemic, we have been steadily increasing our enrollment.
- President Kavalhuna updated Trustees on the progress of the new Southeast Michigan Student Success Center. He thanked the committee who ran the rigorous process of vetting the proposals submitted by architectural firms. This committee consists of Dan Murray, John Satkowski, Jayne Sakelaris, Holly Diamond, Reuben Brukley, Denise Piche, Brad Romans, Michael

Nealon, Lori Gonko, Eric Rader and Tony Perry. President Kavalhuna also thanked the Building & Site Committee led by Mary Petlichkoff and the Committee members Trustees Thorpe and Watts. An architectural firm was selected. We presented this firm for approval at the July P-12 Board meeting and it was approved. The next step is an RFP for a construction firm. This RFP has already gone out.

- President Kavalhuna provided Trustees with information about the Community College Guarantee. This Guarantee relates to students who graduated from high school in the past 15 months or less and are enrolling full-time at their local community college. These students will have their tuition and fees paid.
- As Vice President Clark has announced her retirement in October, we have been working to find a replacement. We hope to have an update and potential proposed selection at the September Board of Trustees meeting.
- Congratulated VP Clark on her two new grandchildren who were both born in August.
- Lynn Borczon has announced her retirement after almost 40 years of service.
- President Kavalhuna noted that in the Trustees packets is a financial spreadsheet that updates the Trustees on the closing of the budget for the last fiscal year.
- President Kavalhuna invited Jesse Mason, HFC Physics instructor, to provide the Board with a presentation on the Hammond Planetarium. This presentation was in response to Trustees' questions at the June 10, 2024, Board meeting when they approved upgrades to the planetarium.

Trustee Watts stated the planetarium does not come up when she searches on Google for "planetariums near me". She suggested the planetarium needs to be registered on some websites so it will come up when people search for it.

Trustee Watts suggested having a specific planetarium show that is a sensory free evening for students with disabilities.

President Kavalhuna congratulated Professor Mason on receiving a \$20,000 grant that he sought and obtained for our College.

- President Kavalhuna stated that Dr. Eric Rader has been selected to co-chair the AFT's Higher Education Program Policy Council, which is a national post.
- President Kavalhuna stated that Dr. Lynn Boza, AFO President, recently played a pivotal role when administration and some faculty members were having a potential conflict. Dr. Boza handled the situation in a very effective way and was able to bring this situation to a learning opportunity.
- President Kavalhuna stated that Joni Morris, SSA President, successfully achieved a new contract for the SSA members. This contract would not have as good an outcome without Joni's work.
- Joe Zitnik, Local 71 President, successfully handled two college IT crises. One was the failure of CrowdStrike in implementing a software update. The other was a phishing attack on our student email system. Both situations

were difficult, but Joe and his team handled them with excellent results.

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

- A. Authorization for Issuing Bonds for the Southeast Michigan Student Success Center (SEMSSC) – Board Report #4751  
Vice President Satkowski

The Board was provided with the resolution authorizing the issuance of the 2025 Community College Building and Site Bonds (limited Tax General Obligation) and the SEMSSC cash flow estimate for the Board's consideration. The Resolution has been prepared in accordance with the issuance parameters provided by the College's Financial Advisor, PFM. The Bonds are being issued to finance the SEMSSC facility. Under the Resolution, the Bonds will be issued as a general obligation of the School District, which includes the College, in an amount not to exceed \$45 million and will be sold pursuant to a competitive sale. The Resolution also provides that in the alternative the Bonds may be sold pursuant to a negotiated sale or private placement if recommended by the College's Financial Advisor. The College's President and Vice-President of Financial, Facilities, IT and Auxiliary Services should both be delegated the authority to accept an offer to buy the Bonds from a purchaser under a competitive, negotiated or private placement sale. The cost of the total SEMSSC project is budgeted at \$90 million. The project will be funded by up to \$45 million in Bond proceeds, \$14.2 million from State Capital sources, \$6 million from Wayne County, \$16 million from the College annual millage over 8 years, and \$8.8 million from College reserves.

#### **V. ACTION ITEMS**

- A. Citizen Participation

Thomas Trimble spoke to the Board of Trustees about the Xeriscaping on Campus.

- B. Special Consideration of an Action Item

None

- C. Action to Approve Action Items

Motion to approve action items numbered 1-6 offered by Trustee McDonald, supported by Trustee Petlichkoff, passed with a unanimous 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. Emergency Call Routing Software, Installation and Maintenance – Board Report #4752  
Vice President Satkowski

Move to approve a contract award totaling \$101,680.00 to Sentinel Technologies, Inc. for three years of Redsky software and professional services to complete this project. Because of Sentinel's expertise and familiarity with HFC's Cisco infrastructure and their familiarity with Redsky implementations, this should be a sole source award.

2. Steelcase Furniture-Student Activities – Board Report #4753  
Vice President Satkowski

Move to approve a contract award to NBS Commercial Interiors for \$32,790.88 for the purchase and installation of Steelcase furniture requested by the Student Activities team, in accordance with Quote # 376330 dated May 30, 2024.

3. Steelcase Furniture-Student Activities– Board Report #4754  
Vice President Satkowski

Move to approve a contract award to NBS Commercial Interiors for \$64,778.62 for the purchase and installation of Steelcase furniture requested by the Student Activities team, in accordance with Quote # 376329 dated June 4, 2024.

4. Steelcase Furniture-Detroit Promise– Board Report #4755  
Vice President Satkowski

Move to approve contract award to NBS Commercial Interiors for \$43,357.95 for the purchase and installation of Steelcase furniture requested by the staff and coaches of the Detroit Promise Program, in accordance with Quote # 376700 dated June 10, 2024.

## **HUMAN RESOURCES**

5. Associate Dean of Business, Computer Technologies and Culinary Arts, School of Business, Entrepreneurship and Professional Development  
Vice President Gonko

Move to approve the appointment of Naser Abumustafa, to the position of Associate Dean of Business, Computer Technologies, and Culinary Arts, in the School of Business, Entrepreneurship and Professional Development, at Grade 2, Step 10, of the 2022-2025 HFC Administrators' Association, Local 71, Salary Schedule, effective 8/19/2024.

6. Staff Recommendations  
Vice President Gonko

Move to approve the following staff appointments:

Michael Gavin, Philosophy Instructor, School of Liberal Arts, MA, Step 8, effective 8/20/2024. This is a temporary, full-time assignment for the Fall 2024 semester.

Sakina Hill, Chemistry Instructor, School of Science, Technology, Engineering and Mathematics, PhD, Step 4, effective 8/20/2024. This is a temporary, full-time assignment for the Fall 2024 semester.

Elizabeth Martin, Nursing Simulation Lab Instructor, School of Health and Human Services, MA, Step 8, effective 8/20/2024.

Jennifer Paducha, Medical Office Assistant Instructor, School of Health and Human Services, LMA, Step 2, effective 8/20/2024. This is a temporary, full-time assignment for the Fall 2024 semester.

Emily Pritchett, Psychology Instructor, School of Liberal Arts, MA, Step 2, effective 8/20/2024. This is a temporary, full-time assignment for the Fall 2024 semester.

## **VI. BOARD OF TRUSTEES BUSINESS**

### **A. Acknowledgements of Correspondence**

None

### **B. Board Committee Reports**

- Trustee Mozip reported that the Policy Committee meeting was held just prior to this meeting. Committee discussed:

Policies Reviewed

- Tuition, Fees and Refunds
- 5000 Missions, Values and Beliefs
- 5100 Intellectual Freedom

- 5500 Student Internships (was Trainees)
- 5650 Citizens' Advisory Committee
- 6000 Facilities Planning
- 6250 Disposition of Real Property
- 6350 Campus Maintenance
- 6650 Use of College Facilities
- Residency

Policies to be Rescinded

- 4900 Publication of Articles by College Personnel
  - 5200 College Guarantee
  - 5350 Guidance and Counseling
  - 6050 Site Acquisition
  - 6100 Contracts for Building and Construction and Modernization
  - 6300 Disposition of Surplus Property
  - 6750 Joint Use of Facilities
  - 7100 Commercialism, Fundraising, and Relations with Special Interest Groups
  - 9350 Physical Examination
- Trustee Watts reported on conferences she attended this year:

February: Association of Community Colleges Legislative Summit in Washington D.C.

May: Mackinac Island Policy Conference

July: Michigan Community College Association (MCCA) on Mackinac Island

All three of these conferences allowed Trustee Watts to continue relationships and establish new relationships at both the State and Federal levels. In so doing, she can help support community colleges, and advocate for free college tuition as well as an expedited FAFSA form with which many of our students struggle. Several of our associations are asking us to help reach out to our students and let them know about the free tuition and requirements of filling out the FAFSA.

C. Requests for Information and/or Future Agenda Items

Trustee Petlichkoff attended the State of the College event on August 20, 2024. President Kavalhuna's welcome presentation to faculty and staff included a presentation on the College's Strategic Planning ABIDE model. Trustee Petlichkoff requested that President Kavalhuna do a similar presentation to the Board at a future meeting.

Trustee Mozip requested a report on the number of HFC students who are paying tuition out of pocket and not receiving assistance from federal or state programs.

D. Board Member Commentary

Trustee Watts stated that the Association of Community Colleges Trustees (ACCT) decided to go through the Michigan Community College Association (MCCA) and have them reach out to Trustees to offer a Professional Development Day. Trustee Watts will forward the official invite to the Board once she receives it. SEMCOG has also reached out and asked Trustee Watts to share their information with Board members as well.

Chair Berry reported that he was at the Welcome Center last week. He was impressed by the feeling of warmth and welcomeness in the facility. He visited the Testing Center and the Academic Advising Center.

**VII. FUTURE MEETING DATES**

- A. Monday, September 9, 2024, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- B. Monday, September 16, 2024, **HFC** Board of Trustees Policy Committee Meeting, 6:00 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- C. Monday, September 16, 2024, **HFC** Board of Trustees Meeting, 7:00 p.m. at the Administrative Services and Conference Center in the Rosenau Board Room.

**VIII. ADJOURNMENT**

Motion by Chair Berry was unanimously approved by those members present that the meeting be adjourned at 7:51 p.m.

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Irene Watts, Secretary