

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

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

**October 21, 2024
7:00 p.m.**

I. CALL TO ORDER AND ROLL CALL

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

II. APPROVAL OF MINUTES

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

- Board of Trustees Policy Committee Meeting – September 16, 2024
- Regular Board of Trustees Meeting – September 16, 2024

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

MOVED BY: _____ SUPPORTED BY: _____

III. PRESIDENT'S ITEMS

IV. DISCUSSION ITEMS

A. Board of Trustees Policy Updates
Trustee Mozip

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.

On September 16, 2024, the HFC Board of Trustees Policy Committee discussed and reviewed changes to the following policies:

Policies for Board Review

- Purchasing Policy-Federal
- Purchasing Policy-General
- Parental Leave Policy
- Security Cameras on Campus Policy

V. 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 by 7:10 p.m. 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. If during those three minutes the comments become personally directed, abusive, obscene, or irrelevant, your public comment time may be interrupted or ended.

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. Steelcase Furniture – CIS and Cybersecurity – Board Report #4758
Vice President Satkowski

Recommended action: Move to approve a contract award to NBS

Commercial Interiors for \$129,255.30 for the purchase and installation of Steelcase furniture requested by the faculty of the School of Business, Entrepreneurship, and Professional Development (BEPD), in accordance with Quote #379850 dated September 6, 2024.

MOVED BY: _____ SUPPORTED BY: _____

2. Construction Service for the Southeast Michigan Student Success Center – Board Report #4759
Vice President Satkowski

Recommended action: Move to approve a contract award to Granger construction for an amount not to exceed \$25,000 for Construction Management Services for the Southeast Michigan Student Success Center (SEMSSC) project in accordance with the specifications of RFP 23485.

MOVED BY: _____ SUPPORTED BY: _____

HUMAN RESOURCES

3. Director, Purchasing
Vice President Gonko

Recommended motion: Move to approve the appointment of Daniel Murray, to the position of Director, Purchasing, at Grade 3, Step 6 of the 2022-2025 HFC Administrators' Association, Local 71, Salary Schedule, effective 10/22/2024.

MOVED BY: _____ SUPPORTED BY: _____

BOARD-ADMINISTRATIVE SERVICES

4. Board of Trustees Policy Updates
Trustee Mozip

Background information: On September 16, 2024, the HFC Board of Trustees discussed changes to the following policies:

- Tuition, Fees and Refunds
- 5000 Missions, Values and Beliefs
- 5500 Student Internships (was Trainees)
- 5650 Citizens' Advisory Committee
- 6000 Facilities Planning
- 6350 Campus Maintenance
- 6650 Use of College Facilities
- Residency

Recommended for Recission

- 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

Recommended Action: Move to approve the changes to the following policies:

- Tuition, Fees and Refunds
- 5000 Missions, Values and Beliefs
- 5500 Student Internships (was Trainees)
- 5650 Citizens' Advisory Committee
- 6000 Facilities Planning
- 6350 Campus Maintenance
- 6650 Use of College Facilities
- Residency

Recommended for Recission

- 4900 Publication of Articles by College Personnel
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- 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

MOVED BY: _____ SUPPORTED BY: _____

5. Memorandum of Understanding (MOU) between the Henry Ford College Foundation and Henry Ford College and Revised Foundation Bylaws – Board Report #4760
Vice President Best

Background Information: The Henry Ford College Foundation was established in 1982 as a 501(c)(3) nonprofit organization to raise funds and provide philanthropic support for the benefit of Henry Ford College. The Henry Ford College Foundation Board of Directors are requesting an amendment to the HFC Foundation Bylaws and the establishment of a written Memorandum of Understanding in partnership with the College Board of trustees

Recommended action: Move to approve an amendment to the HFC Foundation Bylaws and the establishment of a written Memorandum of Understanding.

MOVED BY: _____ SUPPORTED BY: _____

VI. 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

VII. FUTURE MEETING DATES

- A. Monday, November 11, 2024, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- B. Monday, November 25, 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, November 25, 2024, **HFC** Board of Trustees Meeting, 7:00 p.m. at the Administrative Services and Conference Center in the Rosenau Board Room.

VIII. ADJOURNMENT

Note: Meetings of the Board of Trustees will end no later than 9:30 p.m. unless a majority of 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. Two days advance notice would be appreciated.