

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

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

**November 25, 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 Building & Site Committee Meeting – October 21, 2024
- Board of Trustees Policy Committee Meeting – October 21, 2024
- Regular Board of Trustees Meeting – October 21, 2024

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

MOVED BY: _____ SUPPORTED BY: _____

III. PRESIDENT'S ITEMS

IV. SPECIAL REPORTS

- A. Audit Presentation for Fiscal Year Ended June 30, 2024
Vice President Satkowski

V. 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 October 21, 2024, the HFC Board of Trustees Policy Committee discussed and reviewed changes to the following policies:

Policies for Board Review

- Disposition of Property Policy
- Employment of Administrative and Support Staff Policy (this new policy combines four previous policies)

Policies to Rescind

- 4000 Creating a Position – Professional Staff
- 4050 Employment of Professional Staff
- 9000 Creating a Position – Support Staff
- 9050 Employment of Support Staff

- B. Strategic Plan 2025-2027 – Board Report #4761
President Kavalhuna

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 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 3 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. Hunter Tire Changer – Board Report #4762
Vice President Satkowski

Recommended action: Move to approve a contract award to Equipment Distributors for \$36,418.99 for a Hunter Tire Changer as requested by the School of Business, Entrepreneurship, and Professional Development, in accordance with the specifications of Bid #23616.

MOVED BY: _____ SUPPORTED BY: _____

2. Precision Measurement Instrument Certification Course – Board Report #4763
Vice President Satkowski

Recommended action: Move to approve a contract award to Snap-on Industrial for \$38,269.98 for the purchase of a Precision Measurement Instruments (PMI) Certification course, as requested by the School of Business, Entrepreneurship, and Professional Development, in accordance with the Snap-on Industrial Quote #IMP-001375150 dated October 25, 2024.

MOVED BY: _____ SUPPORTED BY: _____

BOARD-ADMINISTRATIVE SERVICES

3. Board of Trustees Policy Updates
Trustee Mozip

Background information: On October 21, 2024, the HFC Board of Trustees discussed changes to the following policies:

Policies for Board Review

- Purchasing Policy-Federal

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

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

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

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. Monday, December 2, 2024, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- B. Monday, December 9, 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, December 9, 2024, **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 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.