

# CHANCELLOR'S WEEKEND MEMO

June 22, 2012  
Number 839

I was extremely honored to accept the "2012 Individual Honoree" award on Tuesday at the annual New Detroit Closing the Gap Awards Dinner. As I continue to represent the District, this award was presented based upon the tremendous progress made at WCCCD over the past few years as we are recognized as a leading institution in the state and nationally. The event was well attended by the business and civic community. My personal thanks to the Board, administration, faculty and students for making this a world-class institution of higher education.



I participated in the last of three sessions of the "campus leadership conversation" series. Initiated by Dr. Debraha Watson and facilitated by Dr. Gunder Myran, this series of conversations among campus leadership teams focused on campus continuous improvement projects and leadership development activities. Campus improvement projects addressed through these conversations included clarifying district/campus alignment and communications matters.

## Campus Leadership Conversation Series



## CONSTRUCTION CORNER

### PROGRESS OVERVIEW

- ◆ Approximately 88% complete
- ◆ Ceramic tile being installed on the second and third floors
- ◆ Seating area around bio-swale in progress
- ◆ Elevator being installed
- ◆ Terra cotta work continues
- ◆ City inspections ongoing
- ◆ Fin tube installation on second and third floors
- ◆ Pouring road curbs north of drop off area
- ◆ Communication wiring continues



FOR MORE INFORMATION,  
CONTACT THE OFFICE OF THE  
CHANCELLOR: (313) 496-2510

DOWNRIVER CAMPUS  
DOWNTOWN CAMPUS  
EASTERN CAMPUS

NORTHWEST CAMPUS  
WESTERN CAMPUS  
UNIVERSITY CENTER

*Where learning leads to a better life!*

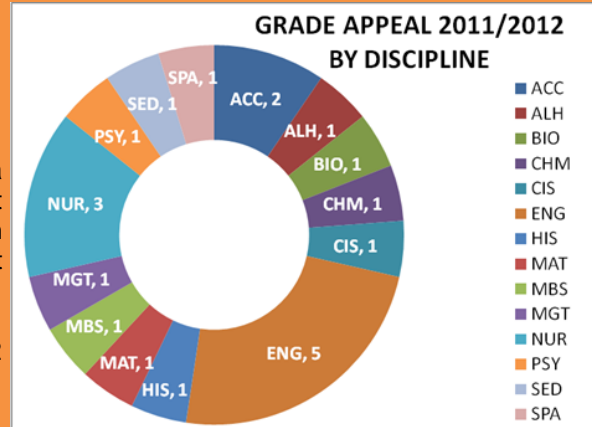


# EDUCATIONAL AFFAIRS

## Grade Appeal Process

The Grade Appeal Process is a transparent method by which a student may challenge a final grade issued by an instructor at WCCCD. This process affords students the necessary due process in addressing grade grievances. The student handbook at [www.wcccd.edu](http://www.wcccd.edu) contains the detailed process and procedures.

Please see the chart to view grade appeal activities for the 2011/2012 academic year.



## Learning Resource Center

As we draw to the close of the 2011-2012 year, I would like to share some significant accomplishments within the Learning Resource Centers (LRC) District-wide:

- ◆ District-wide book clubs were formed to promote reading literacy among our students, faculty, staff, and community members. During this time, our participants benefited from the two author-facilitated book discussions. We hosted more than 60 participants in just those two sessions.
- ◆ The LRC's presented informational sessions and instructional sessions monthly with over 300 participants.
- ◆ During September, each campus LRC participated in National Library Card Sign Up Month and 785 new library users were registered.
- ◆ The Institutional Effectiveness Division reported that the LRC was noted as second in a survey that measured satisfaction with WCCCD services administered to new graduates.

### LRC Statistics

	Summer 2011	Fall 2011	Spring 2012
Patrons served:	95,400	259,392	223,750
Faculty AV requests:	1,832	7,443	8,715
Textbooks reserved:	1,477	5,812	5,557
General circulation books:	977	2,940	2,707
Library cards:	345	1,711	1,545

## Medical Industry Jobs

According to About.com Health Careers, medical industry jobs are non-clinical jobs that provide services to hospitals, medical facilities and clinics as well as health providers. Medical industry jobs provide important products such as medical supplies, pharmaceuticals, medical billing, and computer software.



As part of our on-going effort at continuous improvement, the Educational Affairs Division is committed to doing program reviews on all programs offered. Program reviews are an important tool in determining the impact of a particular program on our students and the community. Reviews are also required on any career program that utilizes funds under the federal Carl Perkins Grant. They are done on a three year cycle (or sooner if technology or industry changes require an immediate modification to our curriculum).

## DISTRICT PUBLIC SAFETY

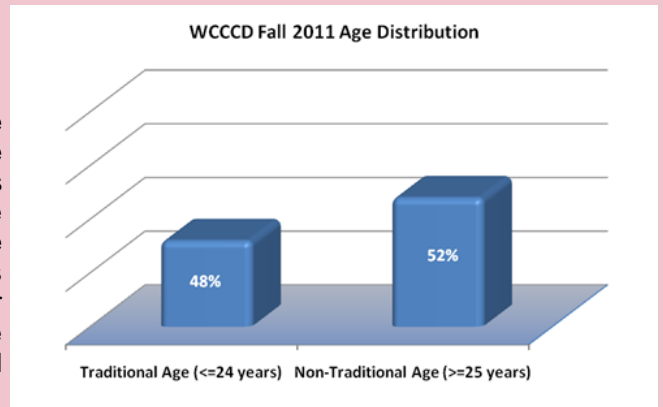


Chief Darrick Muhammad, Officer Pride Johnson and Dawud Muhammad represented the District at the Detroit Youth Leadership Program hosted by the Detroit Police Department (DPD). The program was sponsored by the United States Department of Justice. The DPD's youth programs are designed to create and develop a growing number of responsible, well-informed youth ages 13-18, who will become good citizens and community leaders.

## INSTITUTIONAL EFFECTIVENESS

### Did you know?

According to the National Center for Education Statistics (NCES), the percent increase of students age 25 and over has been larger than the percent increase in the number of younger students, and this pattern is expected to continue. From 2010 to 2019, NCES projects a nine percent rise in enrollment of students under 25, and a 23 percent rise in enrollment of students 25 and over. Although, WCCCD has experienced an increase in the number of traditional students under 25, the percent of non-traditional students, 25 and over continues to be over 50%. The graph shows WCCCD's traditional vs. non-traditional distribution of students. Source: [nces.ed.gov/fast facts](http://nces.ed.gov/fast facts)



## INFORMATION TECHNOLOGY

### How to Manage Your Online Reputation”

Professors and college administrators offer eight tips on how to protect your online identity.

- ◆ Google yourself. Know what others see when they search your name.
- ◆ Check the privacy settings on social networks; make sure you know what you are sharing and with whom – and if you are not sure about something, don't post it.
- ◆ Remember, you are never anonymous. Almost any content you create and post online can be traced back to you.
- ◆ Only keep profiles you actively maintain. Unattended profiles may raise questions so it is best to erase the inactive ones.
- ◆ Brush up on copyright and plagiarism laws.
- ◆ Keep your passwords to yourself. Don't open the doors for others to post content under your name.



### Process Enhancements Using Technology

The Information Technology Division (IT) continues to promote the “Go Green” initiative by implementing technology. In partnership with the Finance Division, the IT team implemented the functionality of emailing the direct deposit stubs to vendors. This would eliminate the printing of the direct deposit stubs.

## COMMUNICATION AND INSTITUTIONAL ADVANCEMENT

### Upcoming Events

**Summer Safety Fair**  
Downtown Campus  
June 29, 2012  
10:00am– 1:00pm

◆ Muna Khoury and Fizah Khan attended the Michigan Hispanic Chamber of Commerce's Public Policy Breakfast. This year's event welcomed Oakland County Executive L. Brooks Patterson as the keynote speaker. The event attracted over 200 key leaders from business, politics, and other segments throughout the tri-county area.

◆ Muna Khoury participated in the ribbon-cutting ceremony to kick-off the 17th Annual Arab International Festival. For three days, the festival converted 14 blocks of Warren Avenue, in Dearborn into a cultural celebration, rich with diversity, food, arts and entertainment.

## STUDENT SERVICES

### YMCA Teen SuccessFest

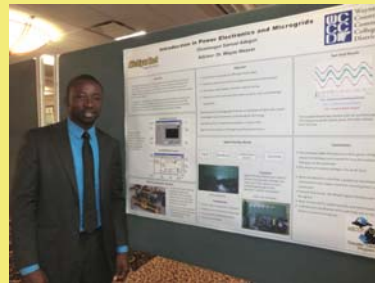
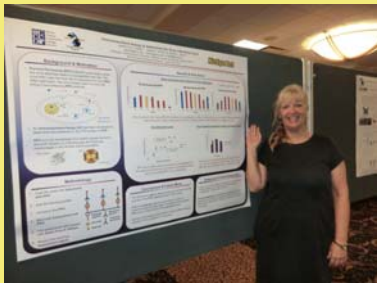
The YMCA Teen SuccessFest was held at the Downriver Campus. Students from the 8th through 12th grades spent a day in interactive workshops covering the arts, tours of MIPSE, automotive labs, aviation labs, and a college/career fair.



## Michigan College/University Partnership



Michigan College/University Partnership interns (MICUP) at Michigan Technological University shined during our community college partner meeting. Each intern displayed and explained their research posters during the Poster Gallery Walk and received certificates during the recognition dinner. WCCCD students expressed their gratitude for having been a part of the award winning program.



## Achieving the Dream

The Achieving the Dream (AtD) grant sponsored four faculty members and two staff persons to participate in the "Designing and Building Learning Communities Workshop" at Kingsborough Community College. This interactive workshop provided faculty and staff with an opportunity to meet other community college colleagues and share ideas about how to better support Learning Community students. Presenters introduced our team to innovative ideas and new methods of engagement that can benefit the District's AtD initiatives.



The AtD grant sponsored a professional development program at the Downtown Campus on the use of technology in the classroom. Steve Hargadon, host of the Future of Education interview series was the presenter. Mr. Hargadon enlightened his audience about educational technology and social networking. WCCCD will pilot one such educational technology called Lecture Capture this fall in our AtD Learning Communities.

## MICHIGAN INSTITUTE FOR PUBLIC SAFETY EDUCATION

The Michigan Institute for Public Safety Education hosted several organizations this week:

- ◆ The Wayne County Sheriffs' attended a one-day class on Concealed Pistol License. The class addressed loading and unloading, care and cleaning, fundamentals of marksmanship, self-defense and Michigan laws pertaining to concealed weapons.



- ◆ The Wayne County Department of Public Health held a Mass Prophylaxis Preparedness and Planning training workshop. This training provided onsite leaders and team members the necessary skills to establish and operate a Center for Disease Control Point of Disruption during a declared bioterrorism emergency.

## THE CORPORATE COLLEGE AT THE EASTERN CAMPUS



- ◆ The Entrepreneurial Institute and Resource Center held a seminar entitled; "What is Three Quarter Housing?" The seminar was conducted by Mark Davis who has years of experience in operating and developing transitional housing for men in recovery.

- ◆ The School of Continuing Education held a Fathers, Family and Friend of the Court workshop at the Corporate College at the Eastern Campus. The workshop provided fathers with successful solutions to being a father, raising a family, and surviving under the pressure of today's society. Michigan State Senator Bert Johnson spoke on fatherhood and how to deal with the pressures of society and friend of the court issues. Senator Johnson is the father of three children.



## CONTINUING EDUCATION AND WORKFORCE DEVELOPMENT

The School of Continuing Education presented its first 3D Sculpture Camp for youth at the Downtown Campus. Students were provided with all the necessary tools to create 3D projects. Discussion of materials, such as adhesives, nails, hammers, scissors, scraps of cloth, colors, and varnishes are just a few things that the students learned to use to make their projects. This is a five week camp.



### District-wide Weekly CE Enrollment

During the week of June 11-16, 2012 the District served 887 participants by partnering with 14 community organizations.

**Downriver Campus- 113 students**  
**Downtown Campus- 584 students**  
**Eastern Campus- 45 students**  
**Northwest Campus- 145 students**  
**Western Campus- 0 students**

## THE HEINZ C. PRETCHER EDUCATIONAL AND PERFORMING ARTS CENTER



Deborah Duyck and Steve Wildern met with Andy Callis, Lead Faculty and Melissa Kaplan, Fine and Performing Arts Coordinator of Lansing Community College (LCC). LCC staff shared information on best practices, curriculum and their upcoming Summer Under the Stars festival. Following the meeting, Ms. Kaplan gave a tour of the performing arts facilities.



## CAMPUS PRESIDENT'S CORNER

- ◆ Dr. Debraha Watson served as the keynote speaker for the Mercy Education Project (MEP) graduation. MEP provides a caring, supportive learning environment for low-income women and girls who have experienced educational failure. The results-driven educational programs improve academic outcomes and help girls and women become strong, confident, more hopeful and better equipped for success in school and in life.
- ◆ Ethel Cronk participated in two advisory board meetings this week for Michigan Institute for Aviation and Technology (MIAT). The MIAT will seek approval to offer associate degree programs in energy technology and global logistics. Advisory board members are reviewing and commenting on curricula, textbooks, course descriptions, and general education requirements.
- ◆ Ms. Cronk also met with Charles Hawes, President and Tim Kissel, Director of Training of the Michigan Institute of Aviation and Technology to discuss a new articulation agreement. This agreement allows individuals completing the Aviation Powerplant and Airframe programs the opportunity to complete the Associate of Applied Science Degree at any of WCCCD's campuses.

### LAW ENFORCEMENT DAY AT THE DOWNTOWN CAMPUS

The Downtown Campus welcomed the Michigan State Police as they presented a 'Law Enforcement Career Day.' The session introduced career opportunities in the Michigan State Police Law Enforcement Department by providing general information and in-depth descriptions of the various functions and divisions within the agency.



### Staff on the Move....

- ◆ Yvette McElroy Anderson attended the monthly Michigan Adult and Continuing Educational meeting.
- ◆ Anthony Arminiak, Deborah Duyck, Steve Wildern and Stefanie Smith attended the Southern Wayne County Regional Chamber Legislative Forum. The guest speakers were Senator Patrick Colbeck, 7th District and Senator Hoon-Yung Hopgood, 8th District.
- ◆ Mike Dotson, Cecile Taylor, Yvette McElroy Anderson, Joann Broomfield, Curtis Johnson attended a luncheon with Mayor Dave Bing, co-sponsored by the Westland and Livonia Chambers of Commerce. Mayor Bing's presentation focused on Change: the phenomenon of cultural change, flexibility, growth, systems thinking and solutions.

## ADMINISTRATION AND FINANCE



Team members of the General Accounting Department participated in a webinar entitled "How to Develop and Implement a Federal Grant Compliance Program." The webinar focused on the important components that a solid compliance program should possess, and more importantly the steps that the District can take to assure that the compliance program achieves its objectives.

### ***New Process When Submitting Request for Requisitions***



In order to enhance and align our multi-campus structure, effective immediately all requisitions must include an account number. Account coding provides increased cost center accountability and it will increase the efficiency of the processing of requisitions received by our Fiscal Accountability Operations Center. An instructional manual along with a chart of accounts will be available upon request to all cost center managers from the Administration and Finance Division. All questions regarding this process should be directed to Angie White, Keith Hudson or Imran Mirza at extension 2532:

### WCCCD FACULTY MAKING NEWS!

- ◆ Dr. John Buchheister, a past president of the Michigan Dental Association, has received the association's highest honor for his long-standing commitment to the dental profession and for improving the oral health of the community. Mr. Buchheister received the 2012 John G. Nolen Meritorious Award. Dr. Buchheister recently returned to teaching as a clinical instructor for the WCCCD dental assisting program.
- ◆ Dr. Clarissa Shavers, Dean of Nursing has published two journal articles: "Exposures to violence and Trauma Among Children and Adolescents," published by the journal Health, and "Exposures to Violence and Trauma Among Children and Adolescents in our Global Society," in the journal Psychology.

# DEFERRED MAINTENANCE



Wayne  
County  
Community  
College  
District



1 College District • 5 Campuses

## Deferred Maintenance: At a Glance

### Accountability & Transparency District-wide Deferred Maintenance

**\*\*CAMPUS NEEDS AS OF June 21, 2012**

#### Downriver

- ◆ LRC renovation, new carpet (in process)
- ◆ Marquee out front are not working, (scheduled to be done 6/20)
- ◆ Sidewalk repair to campus entrances and parking lots (on hold until manufacturing equipment is moved).
- ◆ EPAC landscaping (going for bid)
- ◆ HVAC energy upgrade project (contractor needs to be scheduled)
- ◆ EPAC stairwell glass and bend is cracked and needs to be immediately replaced. (In process)
- ◆ Immediate repair to the sewage line between the green room and main sewer line. (Vendor has been contacted, scheduled to be completed this week-end)

#### Downtown

- ◆ Bathroom renovation project (35% complete)
- ◆ Concrete walls inside campus need power cleaning (In process)
- ◆ Downtown parking lot replacement project (New fiscal year)

#### Eastern

- ◆ Mechanical-AHU and chillers (obtaining bids)
- ◆ Security cameras (installation in process)
- ◆ Corporate college roof leak, monitoring for any additional leaks

#### University Center

- ◆ Handicap door upgrade

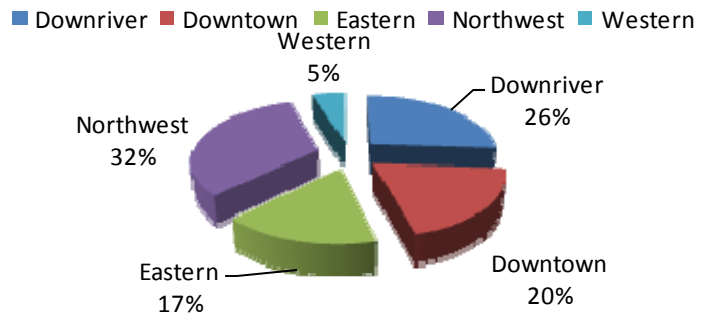
#### Northwest

- ◆ Backup generator for the welcome center is in need of service. (Work in process)
- ◆ Landscaping mulch is needed
- ◆ Nursing office needs to be completed
- ◆ Elevator doors need to be replaced in administration and welcome center buildings

#### Western

- ◆ Soccer field project (In process)
- ◆ Sink hole repair (In process)
- ◆ Lawn/Weeds issue
- ◆ Exterior lights/flag pole lights are out

### Accountability & Transparency



Downriver Campus	
Total	\$632,954.94
*Projects Pending	
Downtown Campus	
Total	\$483,882.11
*Projects Pending	
Eastern Campus	
Total	\$404,764.28
*Projects Pending	
Northwest Campus	
Total	\$790,960.77
*Projects Pending	
Western Campus	
Total	\$117,488.00
*Projects Pending	