

Chancellor's Weekend Memo



March 6, 2015 Number 975

This week I was a guest on the Mark S. Lee radio show titled "Small Talk." The program airs every Sunday at 8:00 am on CBS Detroit radios, WXYT AM1270.



Meeting with Wayne County Executive Warren Evans



Partnership Discussion with the Detroit Health Department

Meeting with Attorney Cornelius Pitts



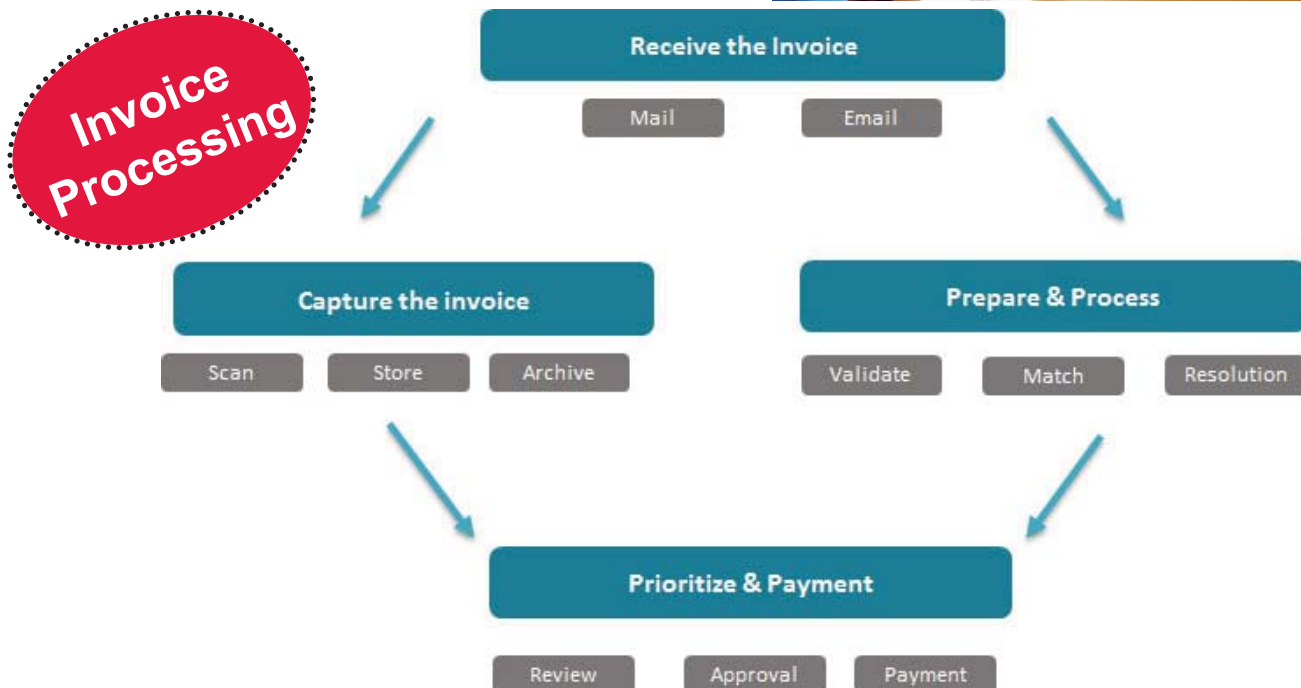
Division of Administration and Finance

Financial Forecasting
Data Points
Projections
Compliance
Accountability
Transparency
Human Resources



Finance Accounts Payable Management- Invoice Processing

The Fiscal Accountability Operations Center (FAOC) is responsible for making payments for all District goods and services. On a weekly basis, FAOC processes approximately 250 invoices. The staff meets on a regular basis to review internal controls, document process flow, and ensure that requests are processed timely and accurately while maintaining excellence in accountability and transparency.



Administration and Finance

Deferred Maintenance

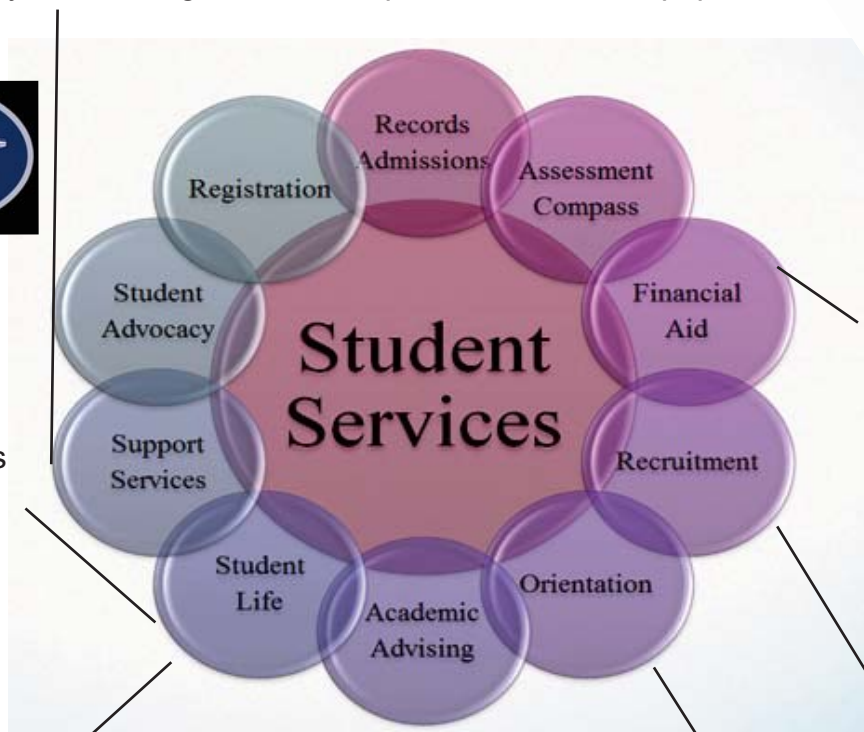


Division of Student Services

SUPPORT SERVICES - The Division of Student Services has identified more than 1,000 students that could benefit from additional support services. They are working with the campuses to reach this population.



The Student Executive Council meets monthly to plan activities and address issues.



FINANCIAL AID- Summer Financial Aid workshops will be held at all five campuses.

STUDENT LIFE - Student Services is celebrating WCCCD's program "Young Men for Education Advocacy."

ADVISING- Staff is gearing up for early advising for Summer 2015.

RECRUITMENT- The Guest Student Initiative Campaign is underway for Summer 2015.

ORIENTATION- The campuses are launching a new orientation program for incoming students.



Staff is participating in customer service training with Michelle Bassett from Bassett and Bassett.



Study ABROAD

BRING THE WORLD HOME



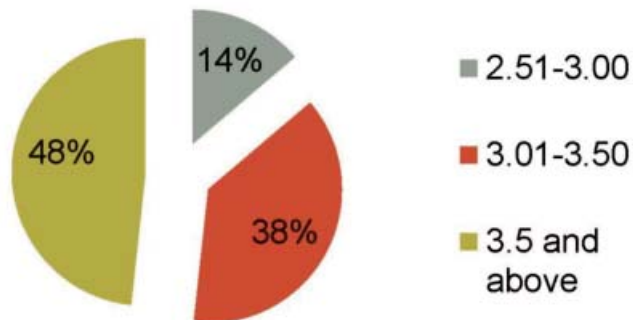
This week we continued preparations for the study abroad trip to Geneva, Switzerland.

- * Course of study review
- * Students continue to work on scholarship work assignments
- * Next orientation dates: March 9 and 10

WCCCD affords many students with experiences beyond the boundaries of the classroom through immersion of culturally rich experiences through study abroad. The charts below show the programs students are enrolled in and how well they are performing at WCCCD.

The Average GPA
for Study Abroad
Students is
3.45

Students Overall GPA



Programs

Associate of Arts
Associate of General Studies
Associate of Science
Criminal Justice/Law Enforcement
Dental Hygiene
Emergency Medical Technology-Paramedic
Nursing
Accounting
Pre-Social Work



School of Continuing Education and Workforce Development



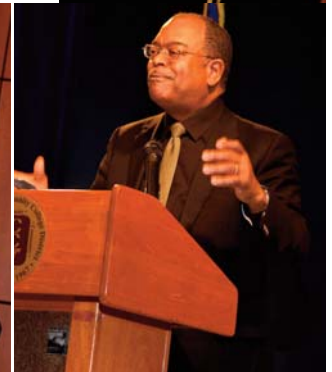
Cyber Security Training Program Completion Ceremony



WCCCD in partnership with the U.S. Department of Veterans Affairs, Merit Network and Mile2® piloted one of the nation's first veteran's cyber security training programs. Today, 17 of our students graduated from the program. Important industry partners joined in the celebration including CEO and VP of the Merit Network, Brigadier General of Joint Forces, TACOM LCMC Deputy Chief of Staff of Human Capital, U.S. Department of Veteran Affairs, to name a few. Eighty-five percent (85%) of the participants earned all of five cyber security certifications, which are recognized by the National Security Agency and the U.S. Department of Homeland Security.



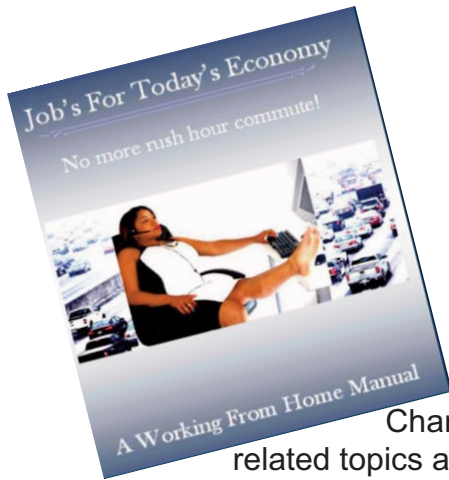
Cyber Security Graduates



Employer and Training Partners



School of Continuing Education and Workforce Development



Authors Presentation



The Entrepreneurial Institute and Resource Center hosted a double presentation by Jennifer George, author of *Job's For Today's Economy, A Working From Home Manual*. She was joined by Charles Underwood, the author of several books on credit and financial related topics answered questions from the audience.

Objectives: Participants will learn about the various industries available to persons whom desire to work from home. They will gain information on the equipment that is necessary to work from home as well as learn about and discuss home employers and their websites.



**Total Community Education
Student Participation: 18**



The Guidance Center Hold the Praise Workshop



The Downriver Campus hosted The Guidance Center and their Head Start leaders in a workshop entitled "Hold The Praise." The workshop focused on praising children for their accomplishments and giving them confidence in their ability to work hard, solve problems and do their best, whatever that may be.

Objectives: Participants will dialogue on the use of praising children for their accomplishments. They will be provided examples and strategies on praising children and will be provided information on resolving problems and building confidence.

Total Community Education

The School of Continuing Education and Workforce Development

Detroit Area Agency on Aging: Kinship Festival

The Detroit Area Agency on Aging held its annual Kinship Festival at the Northwest Campus. This workshop was designed for grandparents, non-professionals and professionals in the field of caregiving. It brought together information, resources, and enlightenment to address issues and challenges grandparents are faced with in raising their grandchildren.

Objectives: Participants will increase their knowledge of legal issues pertaining to adoption, guardianship and rights as caregivers. Caregivers will discover family and community resources available to assist them successfully raise their relative's children.

Total Community Education Student Participation: 124



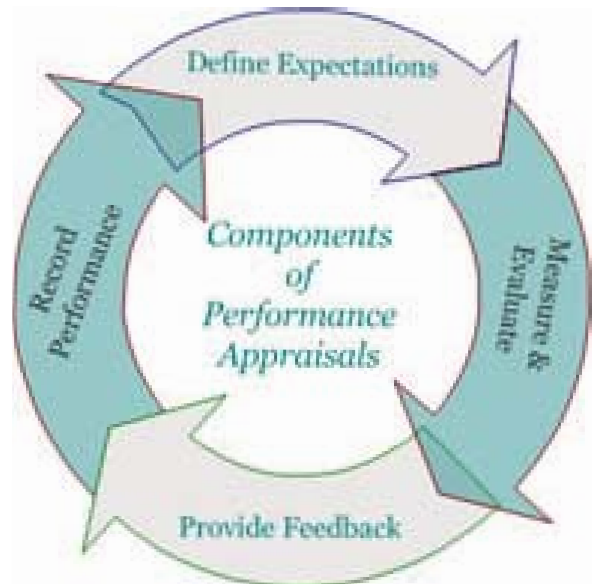
Division of Human Resources



Employee Performance Appraisals (EPA)

EPA Completion Rate
98%

A formal performance appraisal is a systematic and periodic process that assesses an individual's job performance and productivity in relation to certain pre-established criteria in conjunction to District goals and objectives. Because annual evaluations are required, this week the Division of Human Resources has begun to distribute communications regarding the process.



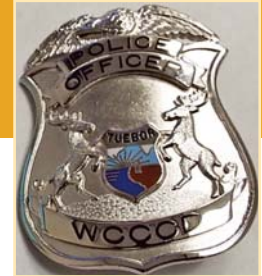
EPA also provides the following:

- Translate District/Division's mission into specific achievable goals
- Gain new information and ideas from staff
- Reinforces performance
- Helps improve job performance
- Manager's expectations
- Creates goals and pathways to achieve set goals
- Improves communication



District Police Authority

NEW Police Badges!



The District Police Officers recently received their new badges. The badge is a MCOLES authorized police badge worn by various law enforcement officers throughout the State of Michigan including, Michigan State Police, Detroit Police and many suburban police departments. The police officer badge, simple put, is the authority and a symbolic emblem of public trust. Sergeant Dwayne Page, who has given eighteen years of service to the District Police Authority was given the honor to pin each officer with their new badge.



WCCCD continuously partners with the Wayne County Sheriff's Department for college law enforcement services. This collaboration supplies the District with the full capability of a larger law enforcement agency and adds more professionalism to the job of protecting students and employees. The District Police Authority is staffed with District Police Authority Officers, Wayne County Sheriff Deputies and Campus Safety Officers. This staffing provides 24-hour security coverage for all persons visiting and using the District campuses.

Office of Accountability and Transparency

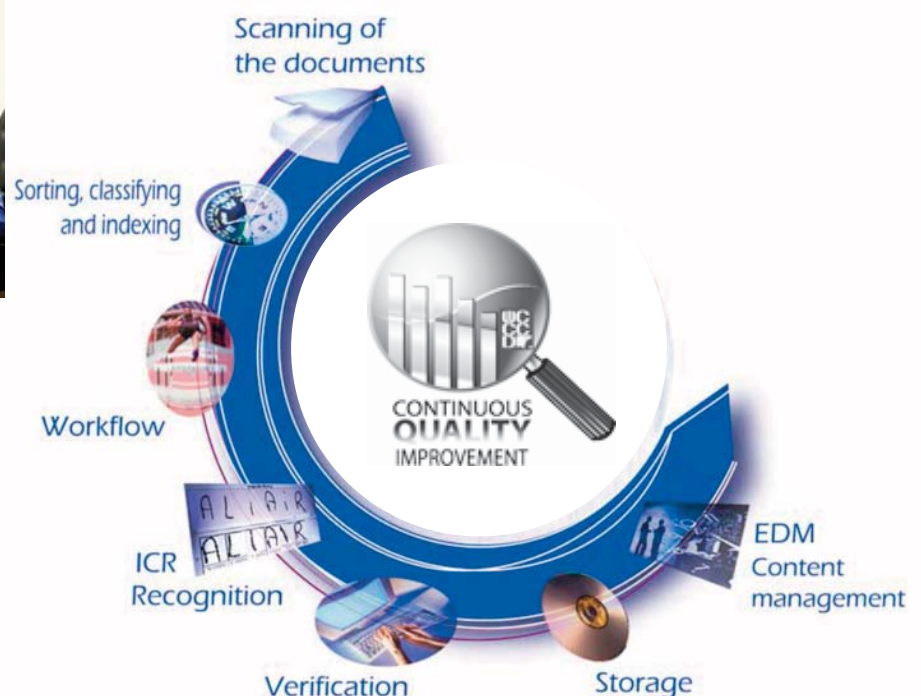
Financial Forecasting/Data Points/Projections/Compliance/ Accountability/Transparency/Human Resources



The Continuous Quality Improvement Audit Center collects, reviews and conducts monthly reconciliations and on-going audits of all District data. A systematic approach is used to procure data from multiple sources, allowing for collective knowledge through accountability and transparency.

This week, the Office of Accountability and Transparency is working with all divisions to measure the success of their document retention and scanning. Each division will be submitting bi-weekly reports indicating the measurement of outcomes and success of their retention efforts, scanning and destruction timelines. Compliance in these areas will further support the Chancellor's Strategic Goal – Advancement of Operational Systems. The following divisions/offices are moving forward to meet this strategic goal:

- Office of the Chancellor
- Continuing Education and Workforce Development
- Student Services
- Institutional Advancement
- Human Resources
- Office of International Programs
- Information Technology
- Institutional Effectiveness
- Administration and Finance
- Educational Affairs



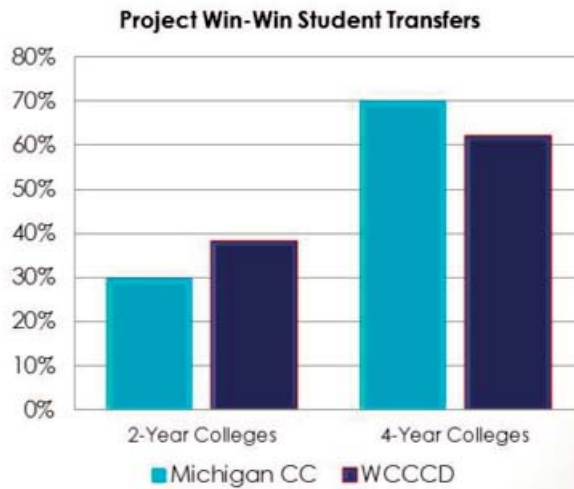
Division of Institutional Effectiveness



WCCCD and National Research Trends Michigan Project Win-Win

The Division of Institutional Effectiveness collaborates with national and regional research initiatives such as the national Project Win-Win. Project Win-Win identifies former students who are no longer enrolled anywhere and never awarded an associate's degree.

Project Win-Win students are matched against the National Students Clearinghouse Student Tracker to identify transfer patterns.



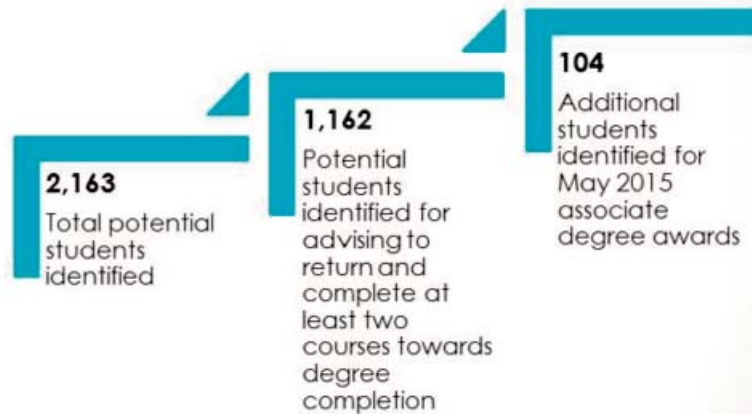
*There are 20 Michigan community colleges participating in Project Win-Win

WCCCD Project Win-Win Progress

WCCCD is on track to identifying Project Win-Win students who will be awarded degrees in May 2015.

WCCCD Eligible Students' Quick Facts:

- ❑ 51% of the students entered college by age 20.
- ❑ 8% initially enrolled as transfer students.
- ❑ Average completed credits = 73



Office of Institutional Advancement



If you have ever made a gift to a charitable organization, it was likely “planned” – you pulled out your checkbook and decided how much to give. However, the term “planned giving” refers to a specific type of gift – one that is made after death.

Otherwise known as legacy gifts, planned gifts are often misunderstood. Here are four things you should know about this versatile and impactful form of charitable giving:

1. If you own anything – a life insurance policy, a retirement plan, a small savings account – you can make a legacy gift to your favorite organization. Planned giving is an easy way to make a big impact, even if you aren’t a “big” donor.
2. By simply naming a nonprofit in your will or living trust, or as the beneficiary of a life insurance policy or retirement fund, you can make a lasting impact to a charity of your choice and you don’t have to leave it all to charity – you can easily leave just a portion of your “estate” as a charitable gift.
3. Not only is it a way to donate to your favorite nonprofit, it is also a way to shelter your loved ones from the potential hassles and legal fees of probate court. Your gift can also protect them from sizeable tax burdens.
4. Planned giving allows you to make a charitable donation later on (when you don’t need the funds) while receiving recognition right now. When you arrange to make a planned gift to WCCCD, you become a member of the Alumni and Friend Society, a society that honors and recognizes donors throughout their lifetime.



**Questions about planned giving? Interested in learning more?
Please contact Muna Khoury at mkhoury1@wccd.edu**

Leadership 2020: Multi-Campus Leadership



Maintaining excellence in services can be a challenge for a multi-campus college where some functions are centralized and others decentralized. On-the-job development of staff is important in providing opportunities for cross-divisional training, garnering input from multiple areas and maintaining consistency of information and processes. One way the District achieves completion of progressive assignments is by utilizing small focus groups, consistent senior team meetings, and taskforce groups.

For more information on the Philosophy of a Multi-Campus District, please refer to the District's Administrative Memorandum: Section 2.1.



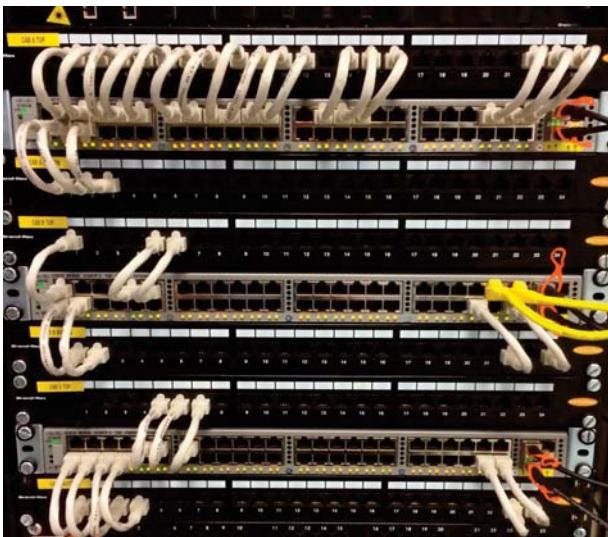
A Tale of Two Colleges: Leadership Joint Session on Bench Strength Strategies

Dr. George Swan, Dr. Randall Miller and CharMaine Hines met with Dr. Stan Jensen, President of Henry Ford College in preparation for an upcoming joint workshop at the Innovations Conference this month. The group will deliver a presentation on strategies for developing existing leadership teams to increase the overall bench strength at community colleges which are looking at methods to transforming new norms for community colleges.



Network Infrastructure Deployment has Begun!

The Information Technology Transformation Plan's (ITTP) network infrastructure upgrade project is underway. This District-wide upgrade provides the foundation for each of the ITTP projects including; ubiquitous high speed Wi-Fi access, a new VoIP telephone system and improved data communications for distance learning.



Cisco Switches

The new switch and backup power infrastructure has been deployed in the District Office. New fiber optic cabling is being installed at the Downriver Campus in preparation for deploying the network upgrade. A wireless access survey has also been completed to determine the optimal placement of wireless access points to support high speed Internet access everywhere.

The network design for the new wired and wireless infrastructure has been completed. The network design takes full advantage of the new advanced network switches and high speed wireless access points. The primary design objectives were reliability, performance and improved campus capabilities.



Uninterruptible power supply

INFORMATION TECHNOLOGY DASHBOARD

BANNER Modules Used at WCCCD

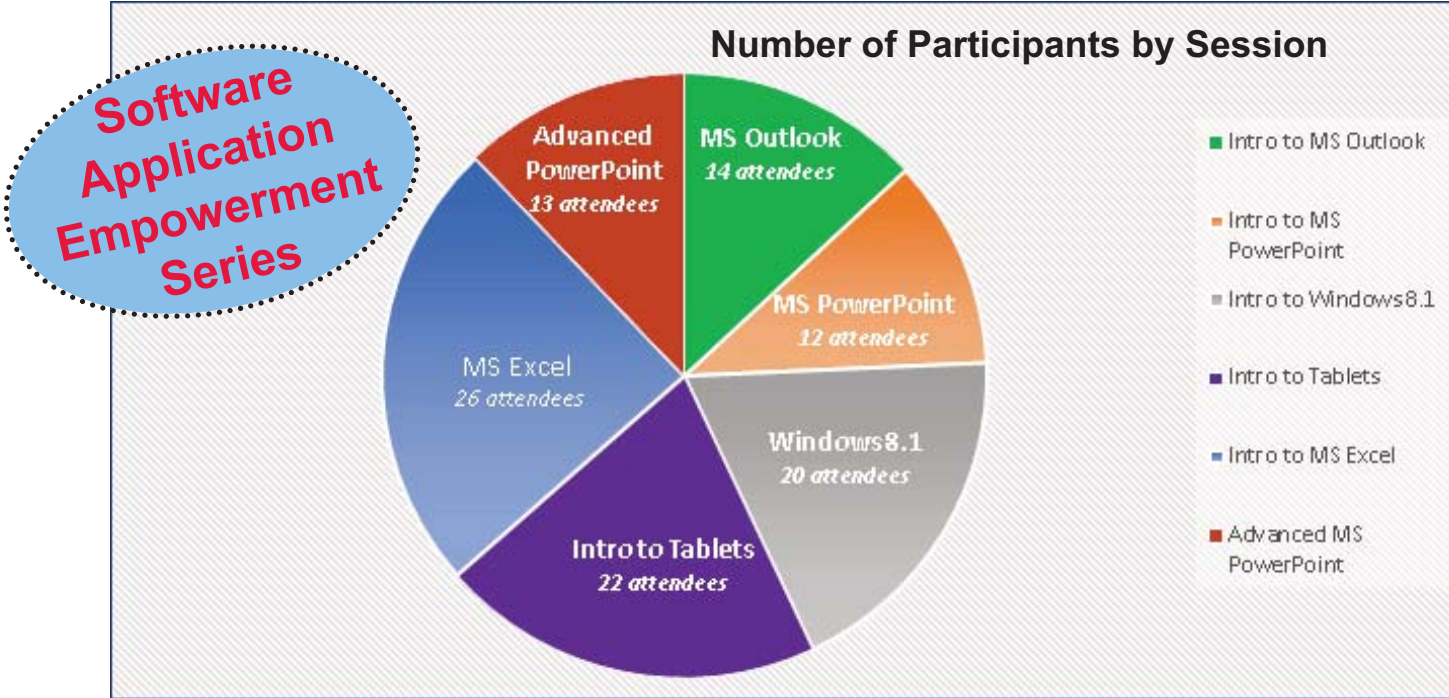
The IT team is currently testing the new 8.22 version.



The IT team is currently testing the new 8.9 version.

Functional Areas Using BANNER

- Student Registration
- Payroll Processing
- Financial Aid Processing
- Benefits Management
- Schedule Development



A Microsoft Access 2010 Professional Development Session scheduled for Thursday, March 12, 2015.

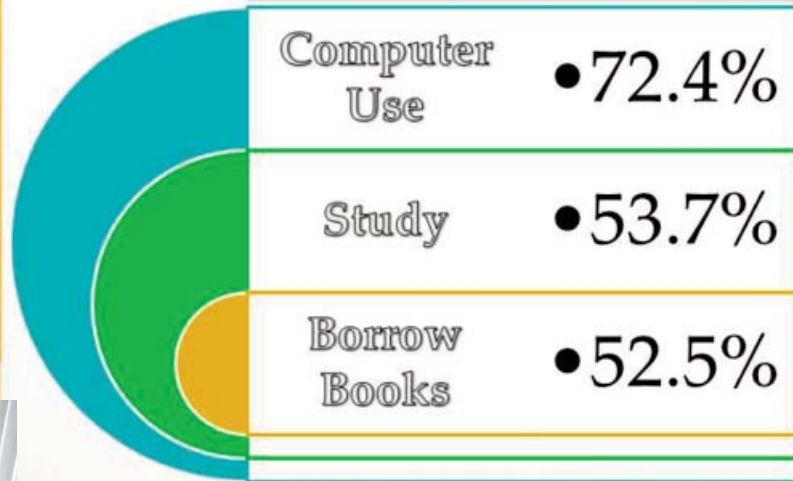
Division of Educational Affairs

What Are Students Doing in Learning Resource Centers?

The Division of Educational Affairs promotes student learning by maintaining library services that support teaching and learning by offering services and programs that will help faculty and students attain successful learning experiences.

- 67.2% of library patrons indicated they use the LRC at least once a week.
- 88.1% reported very satisfied to satisfying experiences in the LRC.

Top Reasons for Visiting Learning Resource Center



Career Program Outcomes

Each year, WCCCD health science graduates promote institutional excellence in curriculum and delivery by taking licensure exams that demonstrate occupational preparedness and competence in their fields. The following programs maintained pass rates between 80-100% on licensure exams in 2014.

Licensure Pass Rates



Division of Educational Affairs

- Reverse transfer
- Transfer Courses
- Course Equivalencies
- Guest Students

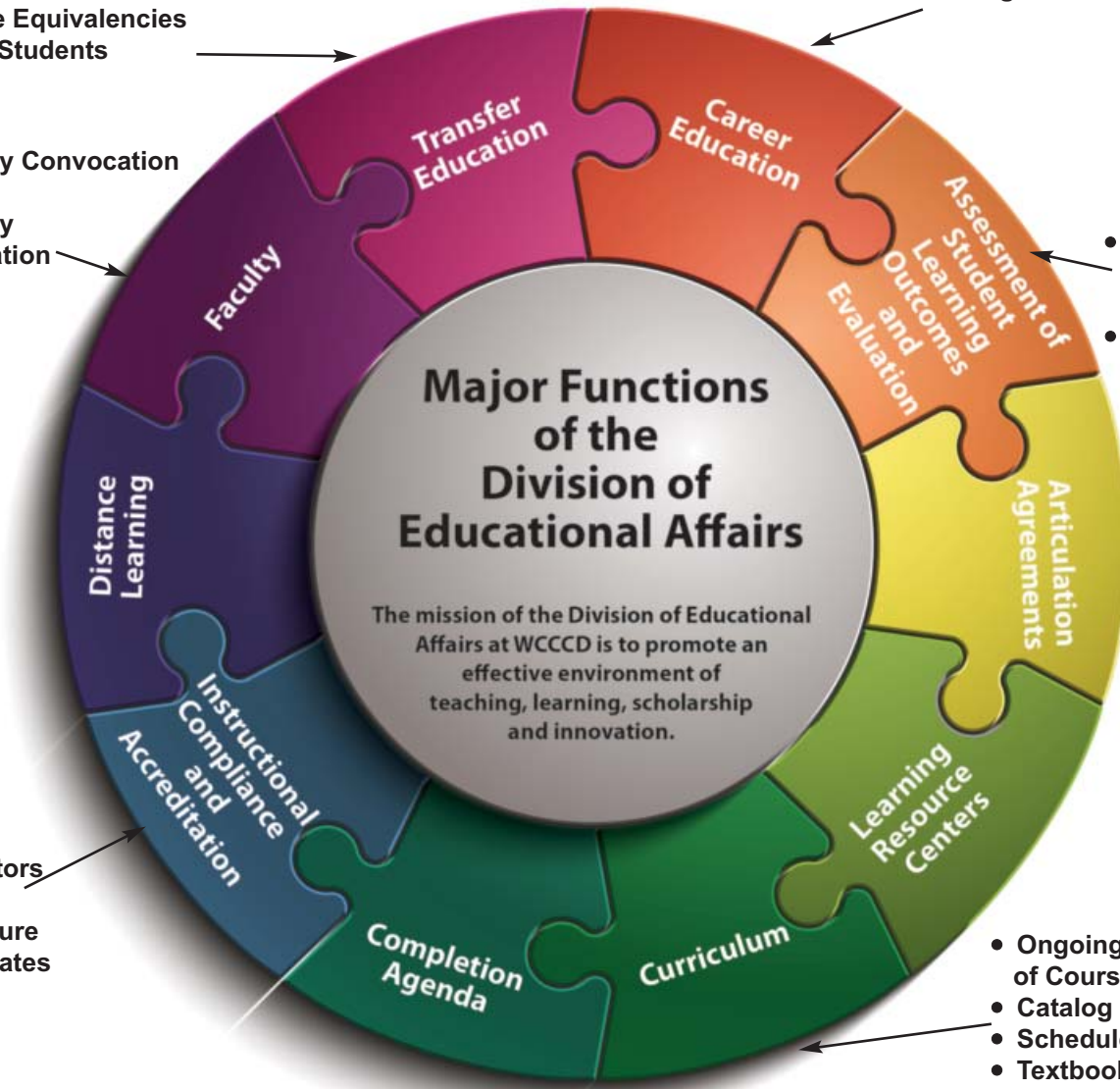
- Career Crusades
- Program Reviews

- Faculty Convocation
- Faculty Evaluation

- Student Survey of Instruction
- CASLO

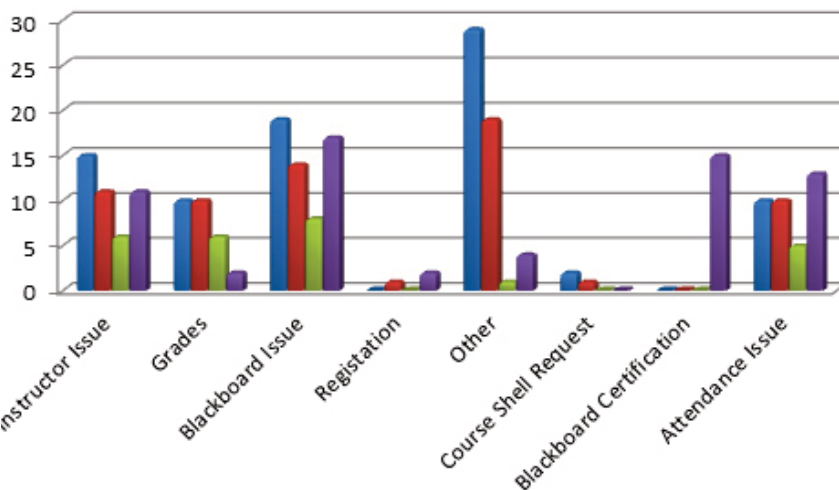
- Core Indicators
- Licensure Pass Rates

- Ongoing Review of Course Syllabi
- Catalog
- Schedule Development
- Textbooks/Software

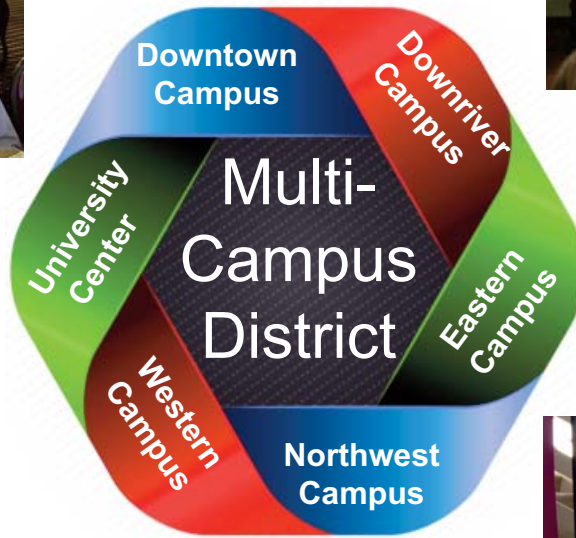


Center for Distance Learning

FEBRUARY 2015



The Center for Distance Learning addresses emails, phone calls, and “walk-ins” from students and faculty who have distance learning questions and/or concerns. The chart shows the most common categories of concern for the month of February 2015. The Center for Distance Learning is using data such as this to continuously make improvements to the services we provide.



International Programs and Global Partnerships

Country: Lebanon

Meet Lubna Khachich, one of our international students from Lebanon who currently serves as the president of the International Student Organization (ISO) at WCCCD. The ISO supports and services the social and programmatic needs of international students and students interested in global perspectives. The group engages the WCCCD community through hosting programs celebrating our diverse cultural backgrounds. The students also support one another by facilitating workshops that address the unique challenges facing international students.

Ms. Khachich is from one of the 17 countries our international students represent and she shares her intent and experience below:

“I chose WCCCD because I heard about the excellent high standards of the Nursing Program. Since I have joined the District in 2014, I have been exposed to a good education and I strongly believe that my goal will be achieved at WCCCD.”





From February 25 - March 5, 2015 internet traffic who use the words Wayne County Community College District have resulted in **35** google alerts messages.



Releases for the 13th Annual Passport to Africa Program and the Black History Month Programs were sent out last week.



DIMENSIONS MAGAZINE

The magazine was delivered on Wednesday. Here is some feedback from our readers.

I was heading to my class when I saw the latest publication of the WCCCD Dimensions. As I opened it and began to go through it; my students gathered around me and together we scanned the publication. I would like to take this opportunity, and on behalf of UACO (United African Community Organization), I congratulate WCCCD for providing a platform for our faculty, staff and students to show the world that we are truly an educational institution. The Dimensions is great and it is an award-winning document. Great job and kudos to you!

Dr Salewa Ola

I just finished going through the most recent special edition of the "Dimensions" and must congratulate and commend you for such an excellent job of taking our college community down the memory lane of events that happened in 2014.

Your special recognition of our faculties at work in their classrooms and their scholarly engagement with our students is of special mention and need to be continually featured in all future publications. Faculties and their student engagement is a key fabric of our institution's existence, activity and productivity as reflected on pages 6 through 9 of this special edition.

Dr. Christian Nwamba

The new Dimensions is available online at www.wcccd.edu/news/dimensions.php

WCCCD Professional Development Essential Elements for All Employees

Career Training/Advancement Workshop examples

WCCCD Opportunities
 Technology
 Management
 Technical Writing
 Service Leadership

Inclusion/Diversity
 Learning College
 Civic and Global Engagement
 Assessment/Accountability

Teaching and Learning Workshop Examples

Active Learning
 E-Learning
 Classroom Management
 Student Engagement
 Technology to Support Teaching and Learning

Support WCCCD Core Values Builds Organizational Structure

**CHALLENGE
 DETROIT**



Michigan Governor's Economic and Education Summit

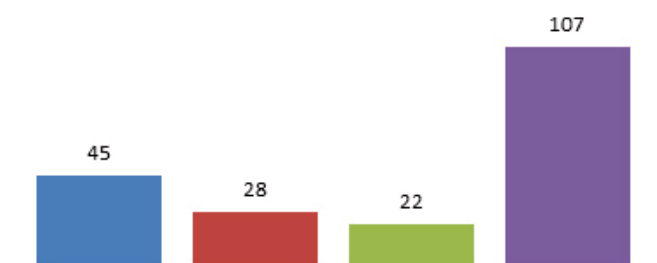


TRiO
 STUDENT SUPPORT SERVICES

Donnell Mason attended the Center for Academic Enrichment and Outreach/TRiO Training Institute's seminar.

Professional Development January and February 2015

■ Education Affairs ■ Human Resources
 ■ Student Services ■ Informational Technology



Mimi's Mission
 Taking the Community Under Our Wings

Diana Rosario Flynn is now a Board member at Mimi's Mission which is non-profit organization. This organization empowers the downriver community by educating students and parents on the dangers of social media, texting/sexting, bullying and human trafficking.

Blast From the Past!



Students take classes at the Rosary High School in Detroit



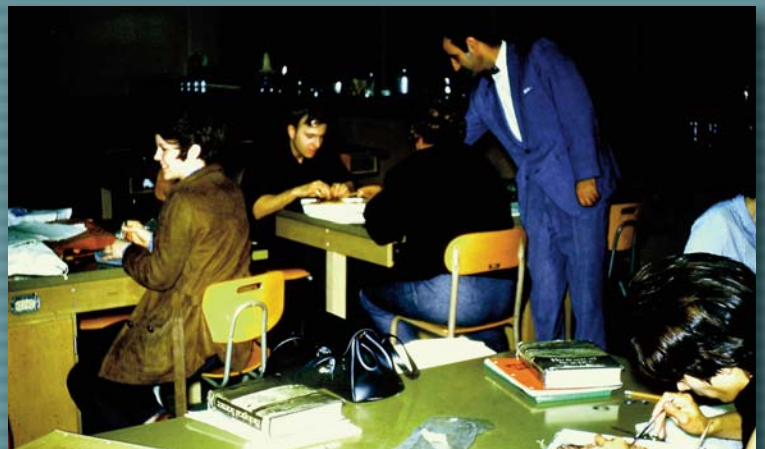
Student taking a study break between classes at the old Northwest Campus on Greenfield



Staff processing paperwork



Students standing in line for registration at the old Northwest Campus



Faculty giving instruction to students

Legislative Corner



20th Annual State University Institute for Public Policy and Social Research

Edgar Vann attended the 20th Annual Michigan State University Institute for Public Policy and Social Research Dinner. The keynote speakers were Tucker Carlson News Correspondent for Fox News and Doug Sosnik Best Selling Author and Former White House Advisor to President Bill Clinton.



New Education Policy Advisor



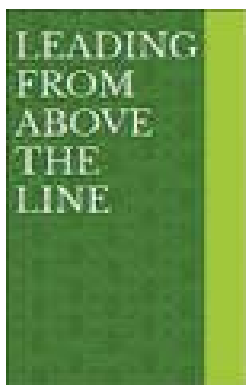
Governor Rick Snyder selects new education policy adviser Karen McPhee from Western Michigan. The Governor said she "is a respected educator who has guided the development of outstanding programs in Ottawa area districts that collaborate with higher education and the business community to develop a talented workforce."

Federal Work Study Program

The Federal Work Study Program reports showed a significant rise in students working at our off-site partners as a result of the job fair last month. With more than 30 students working at off campus locations, the majority seem to gravitate toward one of our highlighted organizations, Detroit Parent Network.



Detroit Parent Network is one of our newest and most popular additions to our 11 partners. The mission for this organization is to work close with parents in Detroit, transforming them to make the area a better place to raise and educate children. They engage parents through different workshops on parent involvement and leadership development.



Book of the Week

Leading From Above the Line
Written by Steve Satterwhite