Chancellor's Weekend Memo March 13, 2015 Number 976

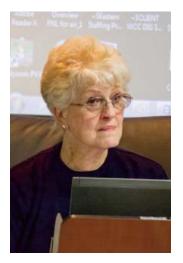




Board of Trustees Meeting March 11, 2015





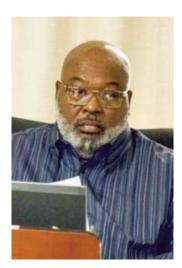












Legislative Corner

Capital Outlay Hearings Continue: There appears to be interest among the members of the Joint Capital Outlay Subcommittee in moving a capital outlay supplemental bill that will include at least those projects that were recommended by Governor Rick Snyder last year, including two community college projects.

Non-Contiguous Annexation Reintroduced: Again this session, Representative Amanda Price has introduced legislation which

would eliminate the requirement that areas choosing to annex themselves to a community college disrict must be geographically contiguous. House Bill 4265 was referred to the House Education Committee.

2015 Michigan Governor's Economic and Education Summits: This past Monday and Tuesday, Michigan Community College Association staff participated in the first joint Economic and Education summit at the Marriott Detroit at the Renaissance Center. While Career and Technical Education was the focus of the event, there was also considerable attention and focus on community colleges, with the Governor promoting both the notion of better and more predictable transfer, and better pathways to promote student completion.

House Bill 4010 Expands "Promise Zone" Tax Increment Financing: Introduced by Rep. Phil Phelps on to expand from 10 to 15 the number of "promise zone" tax increment financing authorities located in low income and "low educational attainment" areas. These entities were authorized by a 2008 law to "capture" a portion of any increases in the state portion of school property tax revenue in the area, and use the money to partially subsidize college tuition for local students.



Division of Administration and Finance

Financial Forecasting Data Points Projections Compliance Accountability Transparency Human Resources

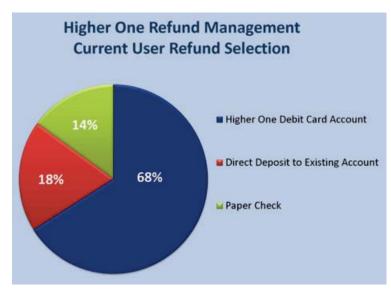


Multi-Campus Budget Development Process

The Divisions of Administration and Finance and Institutional Effectiveness are in data gathering and analysis mode for WCCCD's Multi-Campus Budget Development Process for the 2015-2016 academic year. This process is a participatory approach that requires critical involvement from vice chancellors, cost center managers and campus presidents.

The Division, in collaboration with the Division of Institutional Effectiveness and Executive Administration Office oversees this process to ensure a comprehensive budget that meets the needs of Districtwide operational goals and priorities.





Higher One Refund Management

This semester Higher One, our refund management system, sent out debit cards to all WCCCD academic students. This refund management system has allowed our students new options and advantages in receiving their refunds.

Administration and Finance



Inventory Management Plan

The following steps are being taken as part of the District's Inventory Management Plan:

- Bar-code scanners have been distributed to the campuses and training on how to use them is ongoing.
- Once the comprehensive District-wide inventory is complete, the campuses will
- begin performing campus-wide inventories on a monthly basis.
- The monthly campus inventories will be reconciled with the comprehensive District-wide inventory, and any discrepancies will be investigated.





Facilities Evaluation and Management Plan

The following steps are being taken as part of the District's Facility Evaluation and Management Plan:

Campus facilities staff will evaluate the operational condition of the campus prior to the location being opened for business each day.

- * Campus facilities staff will report any deficiencies to District Facilities and the campus president.
- * District Facilities will make contact with any applicable vendor(s) (e.g. snow removal, landscaping, etc.) and report back to the campus facilities staff and campus president the action plan for addressing the deficiency in a timely manner, including interim measures to be implemented by campus facilities staff if necessary.
- * Any additional feedback will be channeled through the campus facilities staff to District Facilities and back to the campus facilities staff and the campus president.
- * In the case of the Central Administration Building, District Facilities will be responsible for evaluating and managing the condition of that facility, and will report updates to the Chancellor's Office as needed.

Division of Student Services The Financial Aid Office and Student Loan Management Center is **Student Advocacy:** gearing up for the 2015-16 The Division of award year! Staff members Records **Student Services** are encouraging all students conducts specific Admissions Assessment to complete their FAFSA health education Registration Compass early. programs covering a wide range of health topics and issues. Student Financial Referrals for free/ Advocacy Aid Student reduced health care cost may also be The Student provided. Services **Executive Council** Support (SEC) held their Recruitment Support Services: Services student activity Student Services is planning meeting. pleased to further, They discussed assist our veteran Student upcoming activities Orientation students with a new Life for the Spring and Academic Veterans Resource Summer semesters. Advising page on our website. Click on Veterans Resources and Student Life: Financial explore all of the Early Alert: Students that have been planning and budget delinks. identified as needing support services are velopment for the 2015-16 being contacted for resources and referrals. academic year has begun.



TRIO Support Services Program students attended the Detroit Economic Club Luncheon to learn and explore business and political topics.





Division of Student Services

Recruitment: The Division of Student Services participated in a Senior College Application Day hosted by the Educational Achievement Authority (EAA). The event exposed more than 700 graduating high school Seniors to on-site admissions, financial aid workshops and presentations from nearly 25 community colleges, universities and branches of the U.S. Armed Forces. Students received information on WCCCD's featured programs and walked away with confirmed admission to WCCCD.



Partnership Opportunities

District staff met with Jannette Howard and Carolyn Render from the Department of Human Services-Michigian Rehabilitation Services.



WAYNE COUNTY COMMUNITY COLLEGE DISTRICT



Student Testimonials

"What I remember most about my study abroad trip to Athens, Greece, was the first day when we had to walk from the hotel to get to the school. I enjoyed visiting the Acropolis. Everyone loved it because it helped us to learn a little more about the city and its history.

BRING THE WORLD HOME



The trip has impacted my life by widening my world view not only by getting to know the Greek people, but also by learning how speak a little Greek whenever I visit Greektown here in Detroit. I still keep in touch with my friends from the trip. I gained a deeper understanding of the Greek culture. Opah!"

RuQayyah Williams Greece Spring 2010

"Every hill I saw, every valley we drove past in the country side and the people we interacted with and their language would forever be ingrained in my mind. The people in Barcelona gave me something to take back home, a free minded spirit, one that I felt will not only help me, but help those who I interact with. Antonio Guadi's Sagrada Familia was the most amazing structure he has ever seen! It deserves to be one of the Seven Wonders of the World! The inside was so beautiful, tranquil and serene. Behind every streak of oil was a story."

Wail Alibrahimi Barcelona Spring 2011



"Studying abroad gave me the opportunity to explore that gray area of our lives called 'The Comfort Zone.' It brought me out of my nest and into a culture of new attitudes, values and beliefs; and of course, friends. I made a lot of friends while on the Study Abroad trip to Argentina! It was an extremely rewarding experience accentuated by the fact that, by the end of the trip, I had eaten foods that were not the same as I used to eat in America."

Eleadra Delt Argentina Fall 2005





Publications in the Pipeline! HR Newsletter (in progress) My College Newsletter (in progress) Legislative Update (in progress)

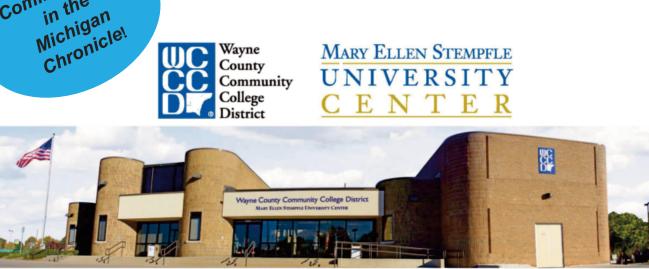
Dr. Abby Freeman, Provost of Health Sciences was a guest on the Steve Hood Show, Detroit Wants 2 Know. The show focuses on conversations regarding issues surrounding Detroit and its suburbs. During the recording, Dr. Freeman highlighted the Northwest Campus and its program offerings.

The segment will air March 22, 2015 at 10:30 a.m. on WMYD MY TV 20.



Coming Soon in the





Mary Ellen Stempfle University Center Offers Academic Collaborations

School of Continuing Education and Workforce Development

Successfully Selling For Yourself or Others with Natasha Maxwell

Credit On-campus Contraction C



The Eastern Campus hosted the Successfully Selling for Yourself and Others workshop with Natasha Maxwell.

Objective: The purpose of the workshop was to expose participants to strategies, techniques and opportunities to successfully sell their own merchandise, or on behalf of others, to audiences and the general public.





Total Community Education Student Participation: 16

Building a Confident Retirement with Mike Daniels

The Eastern Campus hosted the workshop, "Building a Confident Retirement" with speaker Mike Daniels. The workshop provided strategic suggestions and information on how to develop a savings program and financial position supportive of retirement. Mr. Daniels informed the audience about the current circumstances and challenges facing those in the workforce who plan to retire and steps to take to ensure a stable financial position enabling a practical time for retirement.



Objective: The purpose of the workshop was to provide strategy suggestions and information on how to develop a savings program and financial position supportive of retirement.

Total Community Education Student Participation: 6

The School of Continuing Education and Workforce Development

Health Science Informational Seminar

This seminar was designed to inform students and the community about the various WCCCD programs, career options and employment opportunities in the health science field.

Objectives: Participants learned about admission requirements, along with academic requirements into the various health science programs; they were also educated on career choices by professionals in the field, as well as provided a questions and answer session.











Total Community Education Student Participation: 67

The School of Continuing Education and Workforce Development

DOWN/iver Campus

Interest 👺

Woman of the Year Award Ceremony

Credit On-campus

Certificate

The Downriver Campus hosted the American Association of University Women's Wyandotte-Downriver Branch for their annual "Woman of the Year"



Award Ceremony. This year's honoree was Betty Johnson.

Objectives: Participants were recognized for notable contributions to the community.

Total Continuing Education Student Participation: 63



Detroit Mental Health Authority Town Hall Forum

The Downriver Campus hosted The Detroit Mental Health Authority Town Hall Forum.

Objectives: Participants were educated on the benefits coverage and services available for Medicare and

Medicaid recipients.

Total Continuing Education Student Participation: 24

Wayne RESA Learning Series for Leaders



The Downriver Campus hosted Wayne RESA's Leadership Academy.

Objectives: Participants discussed how district schools and classroom leaders improve student achievement and ensure high levels of learning for all students, including academic performance and those students with special needs.

Total Continuing Education Student Participation: 78

Healthlink Medical Transportation Training

The Michigan Institute for Public Safety Education hosted Healthlink Medical Transportation's Coaching the



Emergency Vehicle Operator training.

Objectives: Participants were provided with an opportunity to practice safe driving techniques and discuss laws involving operations of emergency vehicles.

Total Continuing Education Student Participation: 36

Michigan Alliance for Families Positive Behavior Supports

The Downriver Campus hosted Michigan Alliance for Families for their workshop entitled "Positive Behavior Supports."

Objectives: Participants discussed what a functional behavior analysis is and how it leads to the development of a behavior intervention as well as developed skills for positive behavior support.

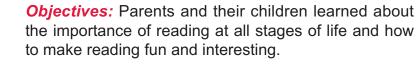
Total Continuing Education Student Participation: 28

The School of Continuing Education and Workforce Development



2nd Annual "Read In"

The Western Campus in partnership with the Belleville Grace Community Foundation, hosted the 2nd Annual "Read In." Children and their parents enjoyed a presentation by Pastor Hales of Grace Community Church as he discussed the importance of reading and how parents encourage their children.



Total Community Education Student Participation: 27



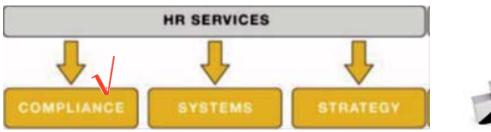




Campus

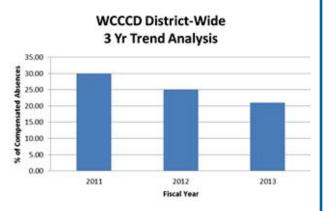


Division of Human Resources





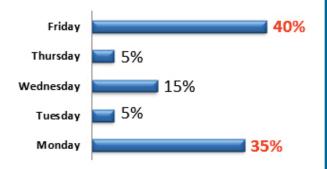
HR Dashboard: Web-Time Attendance Analytics



Compensated Absences



Employee Absences Trend



Time and Attendance

Web-Time Entry helps automate scheduling, data collection, exception tracking, calculation of hours, review, editing and approval to facilitate quick transfer of accurate hours to payroll.

Labor Analytics

Web-Time Entry enables managers to plan with confidence. Managers have real-time critical metrics and reports at their fingertips to make informed decisions.



Employee Self Service

Web-Time Entry allows for the scheduling, tracking, approving and reconciling of time usage. The ability to view all available types of time empowers both employees and managers to manage accurately and appropriately.

Real Time Data

Web-Time gives access to real-time data which is more important than ever. It offers managers the ability to effectively manage day-to-day operations, as well as future plans and strategic directions.



District Police Authority

Clery Act Reporting

As a means for continuous quality improvement, the District Police Authority command staff met with Denise Shannon, Downtown Campus President to audit and review monthly incidents in preparation for Clery Act reporting.





Closed Circuit Television (CCTV)

Captain Bahrija Livadic is responsible for making sure that all of the CCTV cameras are viewable in the District Communication Control Center.



Office of Accountablilty 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.

Administrators Covering Evenings "TEAM A.C.E."



Administrators-Covering-Evenings



Purpose:

Through the Division of Human Resources and Accountability, Team A.C.E was implemented to support the needs of the campuses during evening operations.

Outcomes:

Support Campus Evening Coverage:

- Augment of Campus Administration
- Student Services Support
- Faculty Engagement
- Faculty, Staff and Student Safety
- Evening Communications



Division of Institutional Effectiveness **WHAT'S TRENDING IN HIGHER** EDUCATION

The Division of Institutional Effectiveness continues to conduct research on trending innovations and career opportunities in Science, Technology, Engineering, and Mathematics (STEM) for students to inform decision-making. The need for students with talent and degrees for STEM careers has increased due to the rapid evolution and global competitiveness in technology.

TOP Enrolled STEM Programs

Associate of Science

Computer Information Systems

Automotive Service Technology

Heating Ventilation/Air

Pre-Engineering

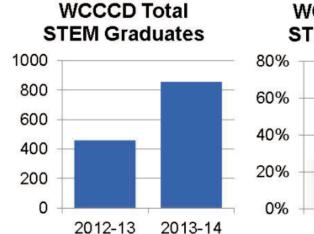




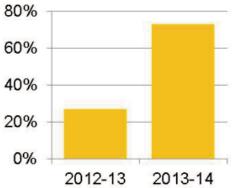
WHAT'S TRENDING IN HIGHER EDUCATION

The development of world-class talent in Science, Technology, Engineering, and Mathematics (STEM) is critical to America's global leadership. Women in STEM jobs earn 33% more than those in non-STEM occupations and experience a smaller wage gap relative to men. Below you will find the number of STEM graduates compared to the number of female STEM graduates:





WCCCD Female STEM Graduates







Source: https://www.whitehouse.gov/administration/eop/ostp/women

Office of Institutional Advancement

	WEEK ENDING FE	BRUARY	7 28, 2019							
Distr	ict Communication Manage WEEKO		Center <i>Results</i>							
	This is an overview of results from the Distri Communication Management Center's covera		calls.							
	District Communication Management Center Results:	Number of calls	Percentage							
	• Total of <u>ALL</u> calls answered by DCMC staff	4435								
	District Financial Aid Results									
	- Total Financial Aid Calls answered by DCMC staff	399	28%							
	 DCMC staff assisted student and resolved general FA inquiry 	68	17%							
	 DCMC staff assisted student and was <u>unable</u> to resolve call (no message left) 	53	13%							
	District Financial Aid Messages									
	- Total number of messages taken	1.1								
	• Messages taken after 4:30 pm	-	-							
	Strategic Enrollment Center Results									
	- Total calls transferred by DCMC staff	278	70%							
	FA transfers	278	70%							
	AR transfers	-								
	Hotline Transfers (313-496-2515)	-								
	Average Call Queue and Wait T	ime								
	*Calls in queue	0								
	*Wait time	0	min							





The District Communication Management Center staff also creates daily call trackers of all incoming calls which are separated by divisions. Daily and weekly reports are generated and given to management to offer an avenue for further evaluation and improvement of the unit and the services it provides to our students and constituents.

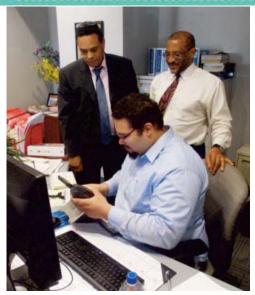
These trackers evaluate key performance indicators with the flexibility to provide a real-time view of all center operations, and captures every interaction between center and customers; with the ability to respond to each call timely.

Wayne County Community College District		DCMC F.A. RESLOVED	DCMC STAFF NON	F.A. CALLS TRANG	F.A. MESSAGE	FINANCIAL AID TOTAL	CALLS OTAL DCMC TOTAL (ALL CALLS)	STRATEGIC ENROLLMENT CENTER			COMMENTS	<u>Average Calls in Que an</u> <u>Wait Time</u>	
								F.A	A.R.	2515	TOTAL		
2/23/2015	Monday	11	15	60	0	86	336	60	0	0	60		Que: 0 / Min: 0
2/24/2015	Tuesday	12	16	52	0	80	251	52	0	0	52		Que: 0 / Min: 0
2/25/2015	Wednesday	18	9	75	0	102	315	75	0	0	75		Que: 0 / Min: 0
2/26/2015	Thursday	16	7	52	0	75	279	52	0	0	52		Que: 0 / Min: 0
2/27/2015	Friday	11	6	39	0	56	254	39	0	0	39		Que: 0 / Min: 0
2/28/2015	Saturday	0	0	0	0	0	0	0	0	0	0		Que: 0 / Min: 0
		68	53	278	0	399	1435	278	0	0	278		Average Que: 0 Time: 0





WEEKLY UPDATE



VoIP Pilot Project Underway!

The Mary Ellen Stempfle University Center-Center for Distance Learning is the pilot deployment location for the VoIP telephone system. The next phase of this project is to fully deploy the VoIP system at the University Center.

* To lay the foundation for the infrastructure, the network data closets have been upgraded with the new power over Ethernet network switches and new backup power supplies.

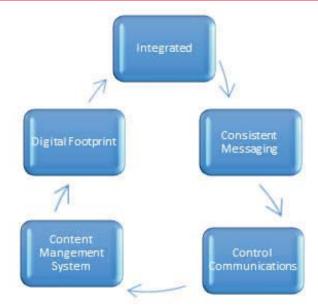
* The Cisco server based PBX (Private Branch Exchange) has been fully configured to support inbound, outbound and intra-district dial by extension calls.

As a pilot project, the next phase will be to switch over the current AT&T lines in the Mary Ellen Stempfle University Center to the new XO Communication SIP trunks for a full VoIP features and capabilities.

Content Management System and Integrated Communication

The infrastructure upgrade is a major part in the Information Technology Transformation Plan (ITTP). The upgrade is a three-layer project including physical, network and information system upgrades. With the Information System Infrastructure upgrade in collaboration with content management system and integrated communication, we will be able to deliver information to our students in different platforms and ways our students prefer to receive the information. The integrated communication provides us the tools we need for:

- Consistent communication
- Managed communication
- Data analytics to be able to track and analyze data for an effective outcome





Leadership and Organization: Building Bench Strength



WCCCD administrators partnered with Henry Ford College for a presentation on innovative approaches to ensure effective future leadership.

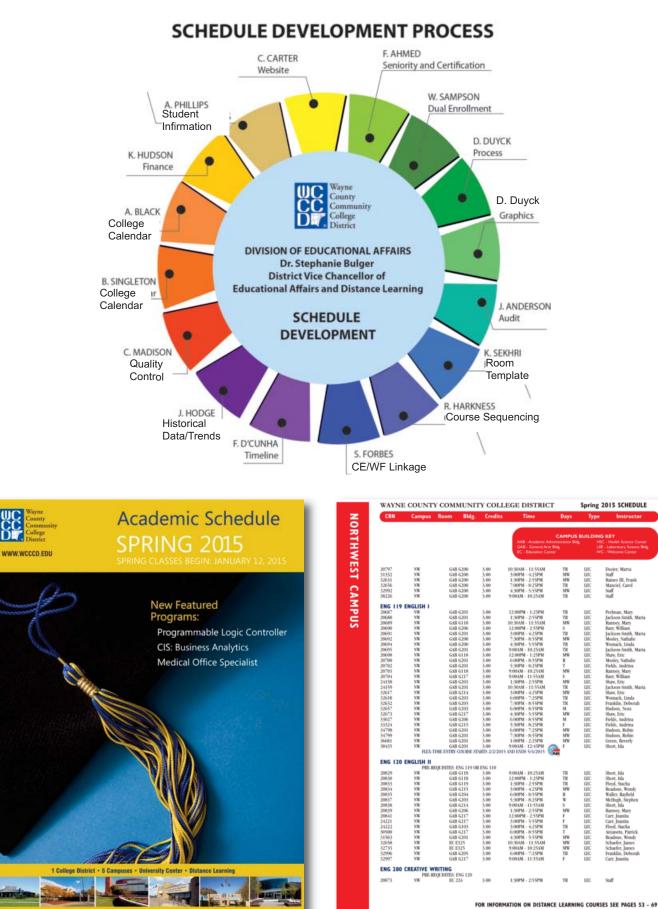
District Engagement Workshops • Identified group of 34 new administration & staff over past two years • Begun series of workshops designed to educate newer employees about community colleges and WCCCD • Participants ranged from Deans to

 Participants ranged from Deans in Recontionists



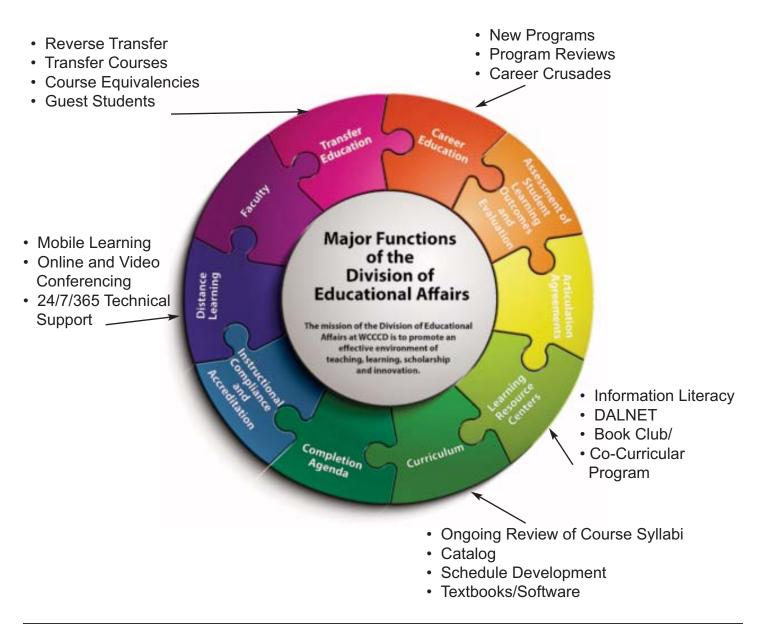


Division of Educational Affairs



(138)

Division of Educational Affairs



REBUILDetroit Progress

We continue to make progress with the REBUILD grant. The consortium of WCCCD, University of Detroit Mercy, Marygrove College and Wayne State University was awarded \$21.2 million over five years by the National Institute of Health to implement a program encouraging more undergraduate students from underrepresented and economically disadvantaged backgrounds to pursue careers in biomedical research.



Division of Educational Affairs

Math and Writing Lab is Now Open!

The Math and Writing Lab will offer resources such as computer access, reference guides, topics and tips for success, special lectures and software designed to enhance students' writing and math competence. Stacha Floyd is one of the English faculty who was available to coach students in their development of math and writing—no matter what their skill level.





MATHAND WRITING

Division of Educational Affairs



The Center for Distance Learning is working to improve the efficiency, quality, and collaboration of instruction. Through Blackboard's Content Management digital repository faculty, administrators, and Learning Resource Center staff have the ability to create a content collection of material for faculty to use within the classroom.



Blackboard Training Session

A Drop-in Blackboard Training Session was held at the Downtown Campus. The goals were to provide individualized help for faculty teaching web-enhanced and virtual classes and for participants to explore tips for organizing courses using Blackboard.

Outcomes

- 16 faculty members participated in the sessions from disciplines and program areas including AAS, CIS, History, Political Science, English, Sociology, Math, and French.
- Participants reviewed strategies for better organizing course sites including Grade Center and communicating with students through course messages.





Language Institute













Downtown Downriver Campus Campus





Multi-University Campus District Western

Campus

Northwest Campus











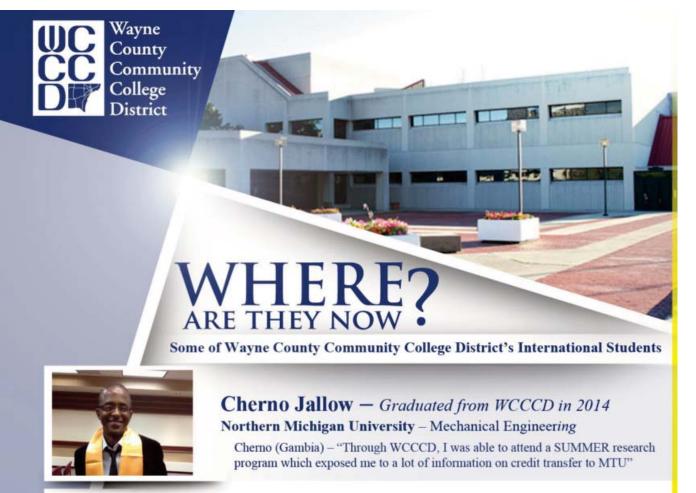


ROCHESTER COLLEGE

RC.edu

THE

International Programs and Global Partnerships





Oluwasegun Adegun – Graduated from WCCCD in 2013 Michigan Technological University studying Mechanical Engineering

Oluwasegun (Nigeria)-" WCCCD offered unmatched diversity and multiculturalism"



Doris Ashou – Graduated from WCCCD in 2013 Marygrove College – Studying Business Administration

Doris (Lebanon) – "At WCCCD, I was able to save money in order to transfer to a four year College"



Alrabi Nassir – Graduated from WCCCD in 2014 Wayne State University studying Computer Engineering

Nassir (Oman) – "WCCCD provided me with the strong foundation that I need to pursue a career in ENGINEERING"





Building Blocks for Development Skills Growth

Fidelis Teresa D'Cunha Ph.D. District Provost, Professional Development

Friday, March 13, 2015, 12:00 pm -2:00 pm Board of Trustees Conference Room JOURNEY TO SERVICE EXCELLENCE Ms. Cassandra Willis-Abner

Thursday, March 19, 2015, 12:30 pm – 1:30 pm INTRODUCTION TO BANNER 8.0 Location: TBD

Friday, March 20, 2015 Downtown Campus DISTANCE LEARNING DROP-IN SESSION

Thursday, March 26, 2015, 12:00 pm – 2:00 pm INTRO TO THE WORLD OF PROGRAMMING & CODING District Office, Room 112

Thursday, April 2, 2015, 11:30 am – 1:00 pm Board of Trustees Conference Room **SEXUAL HARASSMENT TRAINING** Presenter: Sue Ellen Eisenberg

Friday, April 10, 2015 Downtown Campus WEB-ENHANCED CLASSES

Thursday, April 16, 2015, 12:00 noon – 2:00 pm **GOVERNMENT RELATIONS** Presenter: Dr. Frank J. Calzonetti

Tuesday, April 21, 2015, 11:30 am – 1:00 pm Board of Trustees Conference Room **GENEALOGY: SEARCHING FOR ANCESTORS** Presenter: Carolyn Carter Thursday, April 30, 2015, 12:00 pm - 2:00 pm INTRO INTO MICROSOFT VISIO 2010

May 2015 COMMUNICATION: MAKING YOUR SOFT SKILLS SHINE Presenter: Renee Walker

professional

development

May 2015 ESSENTIAL SKILLS OF DYNAMIC PUBLIC SPEAKING

Thursday, May 7, 2015, 12 pm to 2.00 pm MICROSOFT PUBLISHER

Thursday, May 14, 2015, 12 pm to 2.00 pm MICROSOFT ACCESS 2010

June 2015 BANKING AND TECHNOLOGY

June 2015 BIG DATA, SMALL DATA, IT'S ALL ABOUT THE DATA: TOOLS FOR USING DATA FOR DECISION-MAKING

July 2015 TECHNOLOGY IN HIGHER EDUCATION Presenter: Dr. John O'Brien, CEO EDUCAUSE

July 2015 ALUMNI RELATIONS Presenter: Jim Collins, President, Loras College

* Workshop presenters and dates are subjec to change.

PROFESSIONAL









JOURNEY TO SERVICE EXCELLENCE with Cassandra Willis-Abner



Support WCCCD Core Values Builds Organizational Structure

- * Dr. Christian Nwamba of the Downtown Campus participated in National Research Mentoring Network mentor training core workshop in Minneapolis, MN.
- * Gil Solis from the Michigan Institute for Public Safety Education attended the Michigan Traffic Incident Management Effort Workshop.
- * Andy Steeby attended the Wayne County Fire Fighter Training Fund committee meeting.
- * Instructor Margaret Reese of the Eastern Campus took her Fundamentals of Music class on a field trip to the Historical Motown Museum. At Hitsville USA, the students were able to learn the history of Motown.

Blast from our past!

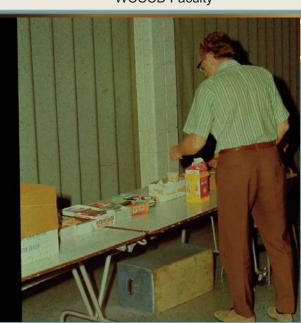




WCCCD Faculty



Instructor in art class



Faculty at lunch at the Northwest Campus Greenfield location



WCCCD student



Science student at work