

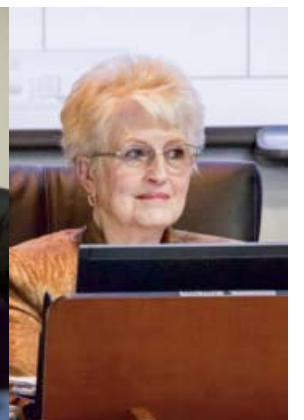
Chancellor's Weekend Memo



March 27, 2015

Number 978

Board of Trustees Meeting- March 25, 2015



Division of Administration and Finance

2015-2016 Budget Development Highlights

4 Key Areas of Strong Budget Management

1. Planning
2. Monitoring
3. Operations
4. Governance

Planning and monitoring is one of the most crucial and exhaustive steps in the budget development process. The final round of Budget Development Committee meetings with the campus presidents took place this week. The budget committee reviewed and analyzed all budget requests for recommendation on resource allocations throughout the District in line with the District's mission, strategic goals and the Chancellor's Action Priorities.

The overall objective is to build a responsive and comprehensive budget to meet the needs of the institution and allocate financial resources to our District-wide operational goals.



Administration and Finance

Deferred Maintenance



District Police Authority

Special Response Team Training



The District Police Authority partnered with the Wayne County Sheriff's Department for their special response team training at the Northwest Campus.



Best Practices

Mott Community College (MCC) recently conducted a best practice study of the District's Police Authority Department. MCC is in the process of reviewing their safety operations internally and their new president thought that WCCCD's Police Authority would be a good resource on public safety.



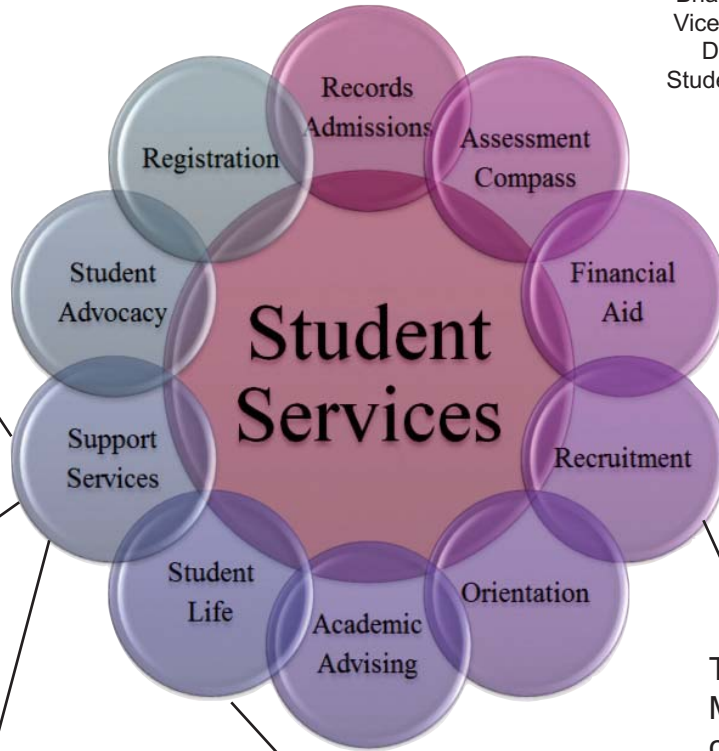
Division of Student Services

The Tri-Beta Biological Honor Society club met to plan for the upcoming year. Tri-Beta is a national society with over 430 chapters and more than 175,000 members.



TRIO-Student Support Services hosted open houses at the Downtown and Eastern campuses.

MI-CUP/MI-LSAMP is a transfer transition program that is a collaborative effort between three Michigan community colleges and Michigan Tech. The prospective participants met to discuss the upcoming campus visit, STEM fields, and research opportunities.



Brian Singleton
Vice Chancellor
Division of
Student Services



Astin's Theory of Involvement posits,

Students learn more when involved in both academic and social aspects of the college experience... Let's get our students involved!

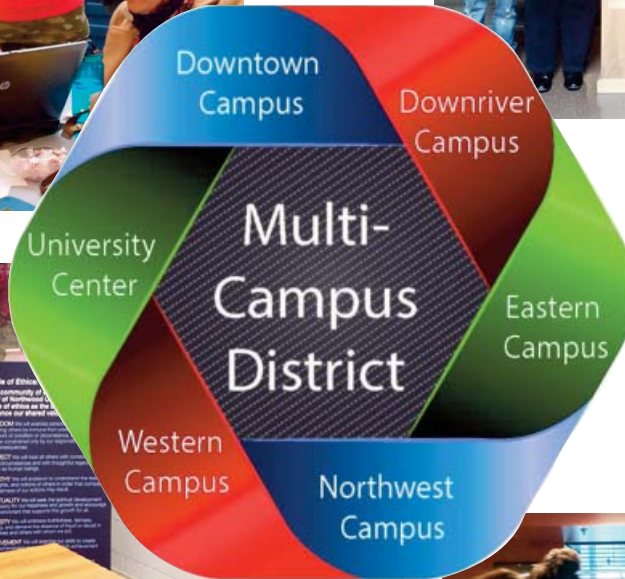
The residents of Ecorse, Michigan participated in a college fair with WCCCD at the Hyacinth Court Community Center.

As part of Women's Month, the Global Conversation Speaker Series hosted author, entrepreneur and marketing maven Shanti Das at the Eastern Campus. Ms. Das is credited with helping to launch the music careers of such notables as Usher, TLC, Outkast and a host of others. She shared her insights on business, personal work ethic and entrepreneurship.



Campus Ownership Initiative

The Division of Student Service's "Campus Ownership" Initiative has proven to be an effective tool in supporting campuses during the registration season. District staff help reinforce the campuses commitment to student success by guiding students through the advising and registration processes and navigating the DegreeWorks graduation progress system.



The School of Continuing Education and Workforce Development



DTE Customer Assistance Day

The Downriver Campus hosted DTE Customer Assistance Day. Customers were given the opportunity to obtain assistance in paying their DTE bills.

Objectives: Participants were provided support in applying for energy assistance and were given energy saving tips to reduce their energy usage. They also received information regarding access to various human service agencies and resources.

Total Continuing Education Participation: 324



Guidance Center - Licensing Rules for Site Leaders and Lead Teachers

The Downriver Campus hosted The Guidance Center for an internal training entitled Child Care Centers' Licensing Rules for Site Leaders and Lead Teachers.

Objectives: Participants discussed licensing rules and regulations for child care centers. Site leaders and teachers from licensed child care centers participated in all aspects of the State of Michigan regulations.



Total Continuing Education Student Participation: 14

Oakwood Hospital Healthy Communities Planning Coalition

The Downriver Campus hosted Oakwood Hospital for a Healthy Communities Planning Coalition meeting.

Objectives: Participants worked on establishing a regional scale rather than relying on isolated efforts to address complex health issues. Participants also developed a vision, mission and high level strategic plan.

Total Continuing Education Participation: 45



The School of Continuing Education and Workforce Development



The State of Diversity/Race in Environmental Organizations

Students and participants were given the opportunity to engage in dialogue with educational institutions, foundations and community members and urge the transformation of organizations and our communities to be inclusive to all.



Objective: Students and participants learned the reasons for environmental justice and how people of color and low income communities are a part of that definition. Participants also learned how national organizations, such as the Sierra Club, are attempting to become a more diverse organization that is inclusive to all races, sexual preference, class and religion.

Total Continuing Education Participation: 83

Toastmasters

Toastmasters is an organization that helps members overcome the fear of public speaking and understand how to be effective in projecting their message to an audience.

Objective: Participants learned how to organize a speech for the best effect on an audience, body language and how it strengthens the message and how to choose the right visual aids to make a message clear to the audience.

Total Continuing Education Participation: 23



The School of Continuing Education and Workforce Development



Women's Entrepreneurship Expo-Minetta Hare

Women entrepreneurs or those interested in entrepreneurship were provided an opportunity to network, exchange information and find out about entrepreneurial opportunities that they may take advantage of.

Objective: Participants were provided a different perspective on what other women entrepreneurs are doing, and share business support resources including business opportunities and market places.



Total
Continuing
Education
Participation: 21

Real Estate Investment Coaching with Ian Watts

The purpose of this workshop was to help new and aspiring real estate investors develop or improve strategies for successful real estate investment.

Objective: Participants were provided with strategies for getting involved in real estate investment. Discussions also involved the Detroit market and what are the popular areas for real estate investment.

Total Continuing
Education Participation: 10



Infusing Technology in the Classroom

This workshop provided educators a unified perspective for the advancement of quality education in the Detroit Metropolitan Area seeking to develop an understanding of the contributions of all people to American life and humanity.

Objective: Participants discussed the academic achievement level of all students and how to build positive and realistic self-concepts. They also explored equitable and effective resolutions of problems between school, personnel and communities when requested.

Total Continuing
Education
Participation: 46

Wayne County Mental Health Community Forum

This community education forum discussed the Michigan Health Link/Dual Eligible Project.

Objective: Participants were educated on the benefits coverage and services available for Medicare and Medicaid Recipients.

Total
Continuing Education
Participation: 21

The School of Continuing Education and Workforce Development



Education Town Hall Forum

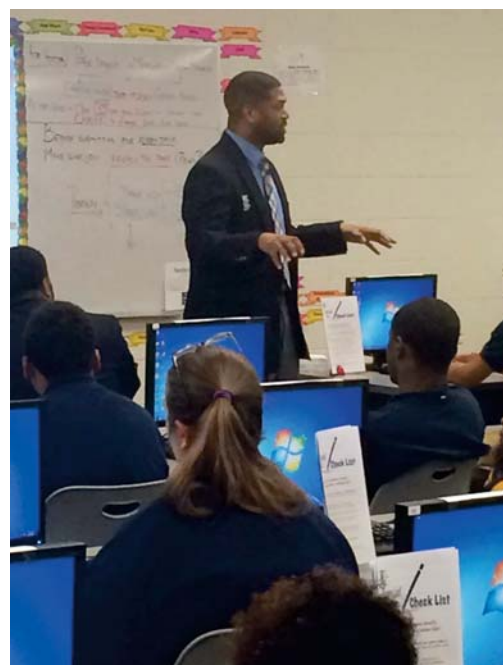
State Representative Sherry Gay Dagnogo hosted an Education Town Hall Forum at the Northwest Campus that was entitled “Increasing Detroit’s Pipeline on Higher Education.” The purpose of the forum was to provide participants with information on dual enrollment and college readiness programs that are currently available for high school students transitioning into college.

Objective: Participants learned about various programs available through colleges and universities for high school students with specific emphasis on dual enrollment programs. They were also informed about what high school principals are doing to bridge the gap to higher education.

Total Continuing Education Participation: 112

American Promise School

WCCCD representatives spoke with students from Consortium College Preparatory and Jalen Rose Academy about career opportunities. Students learned about short-term certificate programs, financial aid requirements, and student support services available through this collaboration. The students were excited about the different opportunities for continuing their educational pursuits. Representing the District were Dr. Ron Harkness, Will Sampson, Denise Williams-Mallett and Kewan Covington.



School of Continuing Education and Workforce Development



Jazz Trio – Performing Arts Center

As part of the Performing Arts Center series, the Jazz Trio performed and discussed the history of jazz and the many individuals who contributed to its evolution.

Objective: Participants learned about the history of jazz and experienced a live jazz trio performance. Participants also engaged in a question and answer session.

Total Continuing Education Participation: 85



Paws with a Cause

This ongoing workshop pairs current and potential foster families with service dogs in training. The foster families are part of the training process to prepare dogs to become service dogs for people with many different disabilities and challenges.

Objective: Foster families learned the proper ways to train and interact with the service dogs and helped to prepare them for their life of service to people of need.

Total Continuing Education Participation: 10



Detroit Mashup

This two-day workshop was an opportunity for current and aspiring authors in the metro Detroit area to meet and learn about what is relevant to the industry and publishing.

Objective: Attendees learned about writing techniques, the process of getting work published and what current authors have found helpful to them to be successful.

Total Continuing Education Participation: 285



Speed and Agility Workshop

Pryde Athletics held a training session to demonstrate speed and agility skills for the participants in the sport of soccer.

Objective: Participants were provided with demonstrations on how to improve speed, coordination, and muscle memory for enhanced athletic performance.

Total Continuing Education Participation: 70



Division of Human Resources

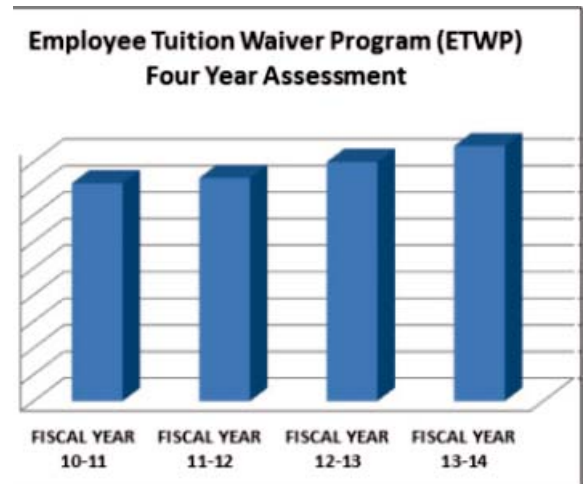


Take Advantage: Tuition Waivers

Summer registration has begun. Classes start on May 18, 2015. The deadline for the Tuition Waiver submission is on or before the first day of class. The District's Employee Tuition Waiver Program, for employees and their dependents, has seen a 20% increase for the past few years. When submitting please also remember the following:

- Proof of registration must be submitted to the Division of Human Resources (HR)
- Part-time faculty must have a current assignment
- Appropriate approval from campus president or vice chancellor

If you have any questions or need more information, please contact HR at (313) 496- 2765.

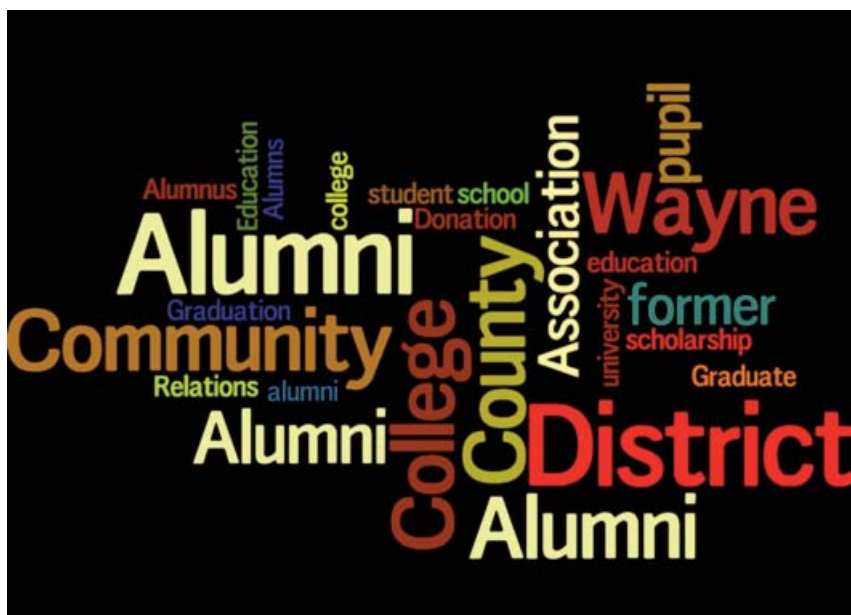


HR Process Review

An employee handbook is a valuable document that informs employees of the District's policies and expectations. As part of the Continuous Quality Improvement process, HR is currently reviewing and updating the Employee Handbook.



Office of Alumni and Institutional Advancement



Muna Khoury participated in the 30 Minute Mentor Program through the University of Michigan – Dearborn, they provide students the opportunity to meet with one alumnus for 30 minutes to discuss career development other topics.

One of the students that Ms. Khoury mentored was a transfer student from WCCCD majoring in Business Administration.

WCCCD Alumni and Friends Society plans to implement a similar mentoring opportunity for our students to meet with WCCCD vice chancellor's at each campus location in the near future.

International Programs and Global Partnerships



International Student Organization Inaugurates New Leadership

The International Student Organization held its annual planning meeting. The meeting featured the inauguration of the organization's new leadership team headed by Lubna Khachiche and Mitchell Kunnuji.



Emerging Opportunities for Global Community College Partnerships

Today's students are graduating into an increasingly integrated international environment where there is an expectation that students have been exposed to other cultures and languages and international businesses with a local presence desiring a multi-culturally fluent workforce.

Members of the District's Office of International Programs, Student Services and Educational Affairs recently met with the executive director and director of China partnerships at the University of Toledo to discuss the potential to partner as a consortium member for global outreach partnerships and articulation agreements with community colleges and universities. The current economic transitions and knowledge revolutions underway are changing the basic philosophy of teaching and learning.



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.



Jeff Anderson, Dr. Sherry Zylka, Syed Hussain and Jara Tekleab met with Nicole Wilson-Fennell, Registrar from Schoolcraft College. She discussed how data is collected on their record retention system which integrates workflow, document and records management, self-service web forms, and dashboard reporting with its clients. This opportunity allowed the development of a baseline trend analysis with best practice institutions in order to move record retention and document scanning forward in all areas of the District.



Division of Institutional Effectiveness

National Data and Research Trends



The Division of Institutional Effectiveness (IE) conducts and participates in national research that promotes the use of data and information to make decisions. IE collaborates with divisions to collect data and information on entering students. The Survey of Entering Student Engagement (SENSE) is a national survey that helps community and technical colleges focus on ways to systematically understand the earliest experiences of students. It captures data on entering students in the following categories:

- ▶ Early Connections
- ▶ High Expectations and Aspirations
- ▶ Clear Academic Plan and Pathway
- ▶ Effective Track to College Readiness
- ▶ Engaged Learning
- ▶ Academic and Social Support Network

Demographics	WCCCD (%)	SENSE Population (%)
Female	84.5	59
Male	15.5	41
Full-Time	48.6	40
Part-Time	51.4	60.0
18-24 Years of Age (Traditional)	53.0	51

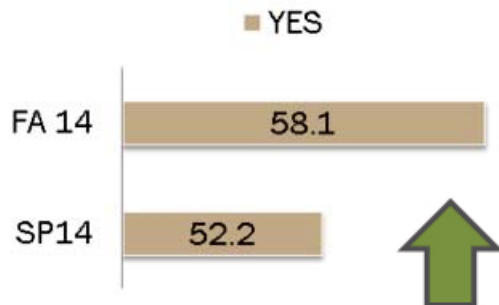
WCCCD Entering Student Survey

Much like SENSE, the Entering Student Survey was designed to gather information concerning students' initial encounters and experiences when entering WCCCD for the first time.

Below are some student perceptions and experiences from students:

When I applied for college...	SP14	FA14	Change
WCCCD was my first or only choice	63.6%	67.1%	

Are you currently working while attending college?



Did you begin college at WCCCD	SP14	FA14	Change
Started Here	63.6%	67.1%	
Started Elsewhere	41.5%	35.0%	

Source: WCCCD Fall 2014 Entering Student Survey

WEEKLY UPDATE

VoIP Phones Deployed at Mary Ellen Stempfle University Center



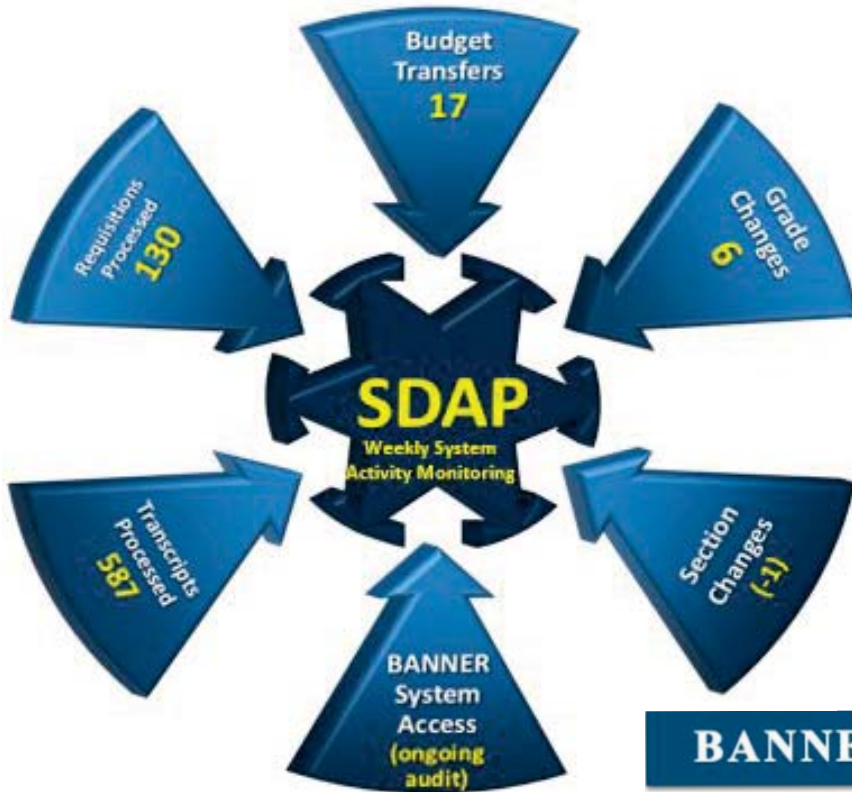
The Cisco IP Phone 8861 has been deployed at the Mary Ellen Stempfle University Center replacing the current Siemens phones. A hardware overview and quick start guide was distributed to staff members as part of the user training.

With the IP Phone 8861, the District can increase productivity through an engaging user experience that is both powerful and effective. The phone combines an attractive new ergonomic design with wideband audio for crystal clear voice communications, “always-on” reliability, and encrypted voice communications to enhance security.

- ✓ Encrypted voice communications
- ✓ Communications to enhance security
- ✓ Five programmable line keys
- ✓ Offers a 5-in. high-resolution (800 x 480) widescreen VGA backlit color display
- ✓ Fixed-function keys for one-touch access to applications, messaging, directory, as well as often-used calling features such as hold/resume, transfer, and conference
- ✓ A five-way navigation cluster to transition through menus more easily
- ✓ Backlit acoustic keys provide flexibility for audio path selection and switching
- ✓ Built-in Gigabit Ethernet switch for both network connection and PC connection

KeyFeatures





System Activity Monitoring Management Tool

SDAP is a management tool and an opportunity to capture and report critical elements of District operations and provide comparisons with best practices among similar institutions. This is an enhancement in our efforts to be more transparent and is an opportunity to strengthen checks and balances. The SDAP reports are run on a weekly basis. Some of the activities being monitored are shown in the chart to the left.

Information Security Infrastructure

NETWORK FOLDER AUDIT

A part of the IT security processes and procedures IT staff perform regularly scheduled audits. We are in the process of auditing the network folders throughout the District. This effort helps the vice chancellors and campus presidents to make sure any personnel transferred are accounted for and eliminating any potential for unauthorized access.

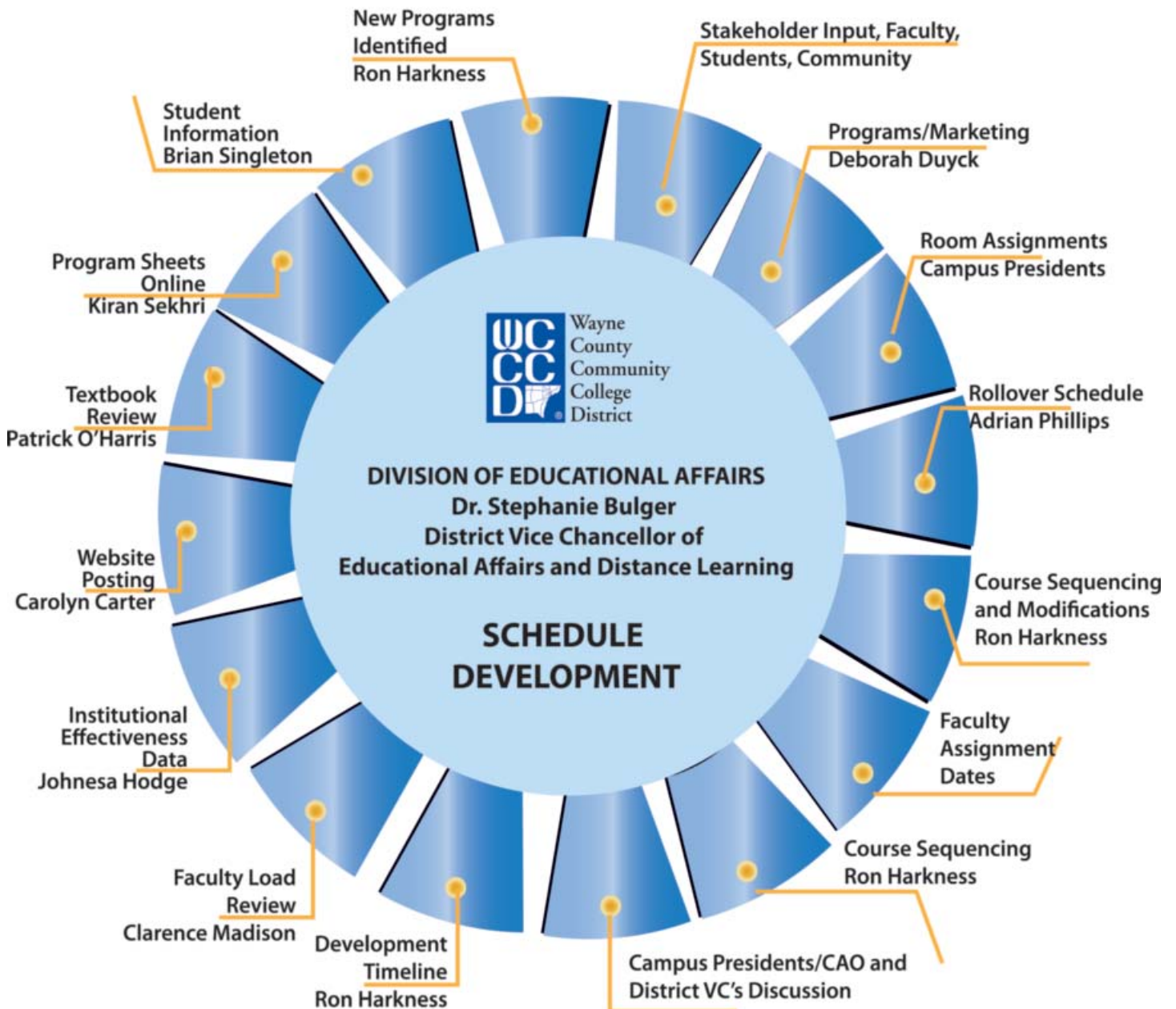
BANNER SECURITY LEVELS



DIVISION OF EDUCATIONAL AFFAIRS



SCHEDULE DEVELOPMENT PROCESS



Study ABROAD

BRING THE WORLD HOME

“International experience is a critical and impressive part of one’s resume. I am planning to go to medical school and I know globally minded medical professionals are in high demand.



Many organizations seek individuals with multi-cultural experiences and skills.”

~Javed Khan

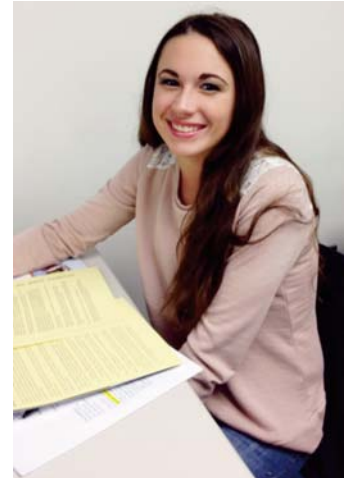
“I come from a very strict family. I have never been anywhere far away without my parents. Going to Geneva, Switzerland will be an honor for me to see the world and explore new things. My parents always motivate me when it come to my education. I never thought they would say yes to this opportunity. I graduate in 2015 and before I do, I would like to experience the beauty of the world by being part of WCCCD’s Study Abroad Program.”

~ Farzana Begum



“Geneva is home to the World Health Organization headquarters and the United Nation’s European headquarters. These two organizations are crucial in helping the rest of the world function smoothly and safely. I believe that visiting these two places would truly benefit me from an educational standpoint. As a student and citizen I want to develop a better understanding of what role these organizations exactly play and how much of an impact they hold in the world and my own life.”

~ Karly Balogh



“Traveling to Switzerland has always been a dream of mine because the culture is so different from what I am used to. The language, people, and the country itself is just art to me. I am looking forward to learning first hand. I am always telling my children that they should travel the world and learn from other people and I would love to finally do what I have been preaching to them. To me it is very important to accept other cultures and celebrate the differences that human beings have because that is what makes us unique.”

~Shama Khan



Legislative Corner

Increasing Detroit's Pipeline to Higher Education

Edgar Vann participated in a panel discussion on "Increasing Detroit's Pipeline to Higher Education." Michigan State Representative Sherry Gay-Dagnogo assembled panelists from across the state with diverse backgrounds in education, mentorship and community involvement to discuss critical issues stagnating our K-12 students from obtaining a higher education.



This week the Department of Talent and Economic Development was launched with the aim of making Michigan a national leader in

talent development for skilled trades such as manufacturing, welding, electrical work and automotive production. Governor Rick Snyder issued an executive order in December creating the department to house the state's economic growth and job training efforts. That order also created the Michigan Talent Investment Agency within the new department which will coordinate job preparedness and worker training programs.

Budget Hearings Continue: The House Appropriations Subcommittee on Community Colleges took more testimony last week on topics of interest to community colleges. In particular, the subcommittee heard from Dr. Tom Quinn of Kirtland Community College, who presented on the problem that nontaxable land poses for some community colleges. The subcommittee also heard from Representative Amanda Price, who explained her House Bill 4265, which would allow noncontiguous annexation to a community college district.

Federal Budget: House and Senate proposals call for significant cuts to federal student aid. In particular, the House budget calls for \$150 billion in cuts through the elimination of several student aid benefits. Both proposals would eliminate \$89 billion in mandatory funds from the Pell Grant program.

PROFESSIONAL DEVELOPMENT



Empowering End Users with Everyday Use of Software Applications

Introduction to Programming and Coding



- * Captain Livadic, Lieutenant Hernandez and Lieutenant Townsend attended Police Supervision Legal Liability professional development at the Southfield Police Department.
- * Carolyn Carter attended the 57th Annual Michigan in Perspective Local History Conference, sponsored by the Historical Society of Michigan.
- * Orlando Wilkins attended the Grosse Pointe Chamber of Commerce' "Business Before Hours Meet and Greet."
- * Andy Steeby attended the Downriver Career and Technical (DCTC) consortium wide Advisory Meeting for Health Sciences at Carlson High School.
- * Gail Arnold and Lina Warra attended University of Michigan-Dearborn's 18th annual On the Move: College is an Option workshop.



Building Blocks for Development Skills Growth

**professional
development**

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

April 2015

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

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

Wednesday, April 22, 2015
11:30 am – 1:00 pm
Board of Trustees Conference Room
GENEALOGY: SEARCHING FOR ANCESTORS
Presenter: Carolyn Carter

Wednesday, April 29, 2015
STUDENT SERVICES PRESENTATION
Presenter: Cuyahoga Community College

Thursday, April 30, 2015
12:00- 2:00 pm
Board of Trustees Conference Room
INTRODUCTION TO MICROSOFT VISIO 2010

May 2015

Monday, May 4, 2015
1:00- 4:00 pm
Board of Trustees Conference Room
SEXUAL HARASSMENT TRAINING
Presenter: Sue Ellen Eisenberg

**COMMUNICATION: MAKING YOUR
SOFT SKILLS SHINE**
Presenter: Renee Walker

Thursday, May 7, 2015
12:00-2:00 pm
MICROSOFT PUBLISHER
Board of Trustees Conference Room

* Workshop presenters and dates are subject to change.



Blast from our past!



WCCCD Faculty and Students



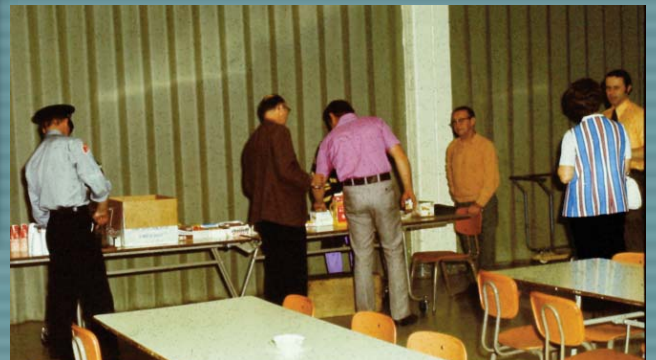
WCCCD Students



WCCCD Students



WCCCD Faculty and Staff



WCCCD Faculty and Campus Safety