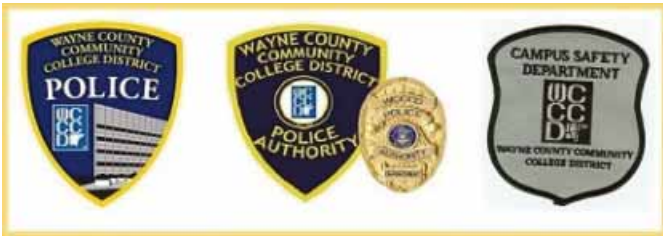# March is Reading Month!



Staff from the WCCCD Police Authority read to children at Southwest Detroit Lighthouse Charter Academy as part of "March is Reading Month."

# Chancellor's Corner

Professional development session led by Dr. Rose Bellanca, President from Washtenaw Community College





Community partnership meeting with Hiram Jackson, CEO and co-owner of Real Times Media

Staff from the Divisions of Human Resources and Administration and Finance participated in a webinar on Michigan Public Schools Employees Retirement System Reform.

## TRIO Students Find Out How to be a "Millionaire Student"

Jesse Cole, Campus Coach for the Detroit Promise Path Scholarship, captured TRIO students' full attention as he spoke on how to become a "millionaire student." This brown bag series focused on helping students achieve personal success in and out of the classroom.



## *On the Move...*

Asia Browner participated as a competitive event judge evaluating high school marketing students at the 2017 Michigan DECA State Career Development Conference. The conference brought together more than 4,000 Michigan DECA members applying their knowledge of marketing, entrepreneurship, finance, hospitality and management.





## Considine Center

WCCCD's recruitment resource program at the Considine Center is for members of the Northend Community. Community members now have information on upcoming workshops, seminars, and youth opportunities.

## International Women's Day

WCCCD supported the "Women Creating Caring Communities" 7th Annual International Women's Day celebration. More than 500 participants received information on the District's admission process as well as educational and community programs. We appreciate the continued support of State Representative Alberta Tinsley-Talabi!





## Dual Enrollment





WCCCD continues to expand post-secondary educational opportunities to more than 40 high schools through our dual and concurrent enrollment partnerships. Recently WCCCD administered the ACCUPLACER academic assessment to students at Communication and Media Arts High School.

**GLOBAL CONVERSATIONS**
SPEAKER SERIES



Khalea Ross Robinson

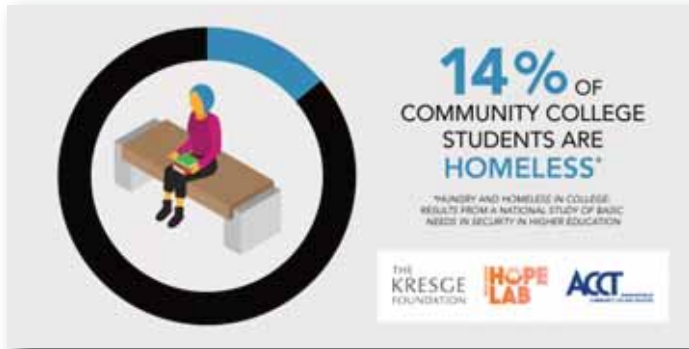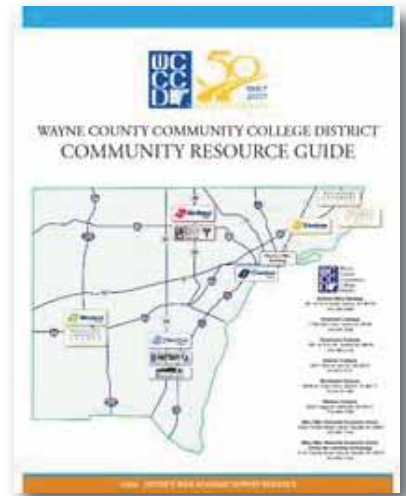# Global Conversations with Thomas Dismukes


Thomas Dismukes

The Western Campus hosted a leadership workshop for community and business leaders. Presenter Thomas Dismukes discussed leadership skills and strategies that can be utilized to improve productivity and quality of life.

# Division of Educational Affairs

## Awareness and Resources to Address Basic Needs on College Campuses

A recent study on food and housing security of community college students found that 63% of parenting students were food insecure, 14% were homeless with only 5% receiving childcare assistance (ACCT, March 2017).





The District Community Resource Guide is a resource for students, faculty, and staff to provide information and awareness of agencies and organizations within the District's service.

---

## Coming Soon... Staff Directory!

Communication is critical to keeping everyone informed about the great things going on within WCCCD. Members of the Design Center, Office of the Chancellor, Call Center, and the Divisions of Human Resources and Information Technology met to begin the process of creating a District-wide staff directory.



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## Best Practices in Urban College Career and Cultural Programs

Dr. Letitia Uduma and CharMaine Hines shared in best practices on academic and cultural programming for credit and non credit offerings at the Urban Campus of City College of San Francisco.

# Division of Educational Affairs



## Career and Technical Education Forum

Dr. Patrick McNally attended the Career and Technical Education Forum hosted by Wayne RESA and Wayne-Westland Schools. The forum hosted Michigan legislators and highlighted the importance of career and technical education in high schools as well as the career program partnerships with higher education.

## Recognizing Faculty Excellence



Left to right: Beatrice Talpos, John Roueche and CharMaine Hines.

Congratulations to the 2016 WCCCD Roueche Excellence Awardee's Professors Beatrice Talpos and Stacha Floyd celebrating outstanding contributions and leadership by community college faculty.

WCCD 50TH ANNIVERSARY 1967 2017

WAYNE COUNTY COMMUNITY COLLEGE DISTRICT
CELEBRATING OUR LEGACY, DESIGNING BOLD FUTURE PATHWAYS

Wayne County Community College District congratulates our faculty members who are recipients of the John and Suanne Roueche Excellence Award:

### Dr. Bea Talpos
(Political Science)

### Stacha Floyd, M.A.
(English)

Downriver Campus
21000 Northline Road
Taylor, MI 48180

Downtown Campus
1001 W. Fort Street
Detroit, MI 48226

Eastern Campus
5901 Conner Street
Detroit, MI 48213

Northwest Campus
8200 W. Outer Drive
Detroit, MI 48219

Western Campus
9555 Haggerty Road
Belleville, MI 48111

Mary Ellen Stempfle
University Center
19305 Vernier Road
Harper Woods, MI 48225

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Stacha Floyd

# Division of Institutional Effectiveness

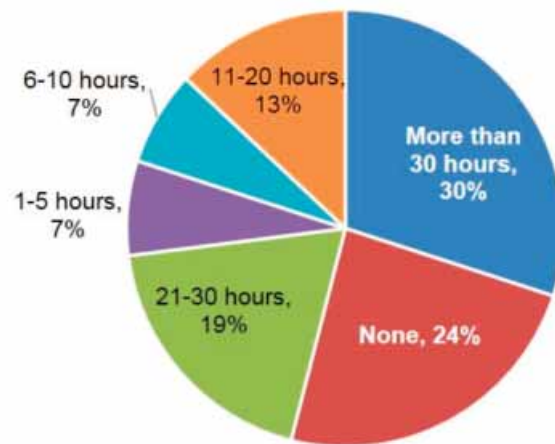## What's Trending in IE: Students' Financial Health

The Division of Institutional Effectiveness (IE) reviews national survey research trends to support the District's continuous improvement of programs and services. According to Community College Survey of Student Engagement (CCSSE), students' financial health greatly impacts their ability to succeed in college. Below are some national trends highlighted by CCSSE.

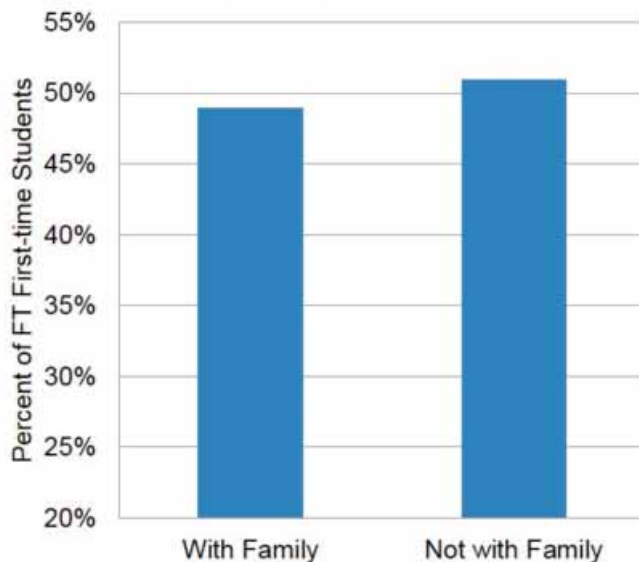**33%** of female students are more likely to have children living with them

About half of students work more than 20 hours per week

**About how many hours do you spend in a typical 7-day week working for pay?**



- 6-10 hours, 7%
- 11-20 hours, 13%
- More than 30 hours, 30%
- 1-5 hours, 7%
- 21-30 hours, 19%
- None, 24%

IE routinely conducts analysis of entering students to gather information concerning students' characteristics that may impact their academic performance. Highlighted below are some of the characteristics of the 2016 WCCCD full-time, first-time students:



Full-time, First-time Students' Family Status

Average number of family members in students' household
**4**

http://www.ccsse.org/docs/Making_Ends_Meet.pdf
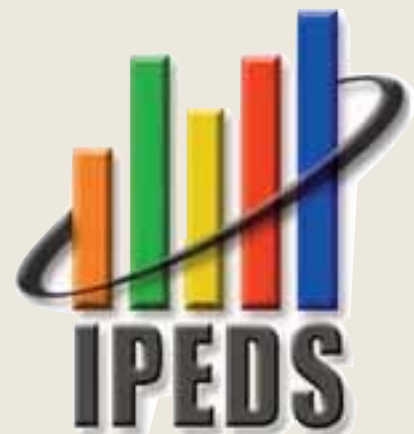
# Division of Administration
## and Finance

## Integrated Postsecondary Education Data System

Team members within the Division of Administration and Finance have begun preparing financial data required for the IPEDS report which is due April 6, 2017.

IPEDS is the Integrated Postsecondary Education Data System. It is a system of interrelated surveys conducted annually by the U.S. Department of Education's National Center for Education Statistics.



IPEDS gathers information from every college, university, and technical and vocational institution that participates in the federal student financial aid programs. The Higher Education Act of 1965, as amended, requires that institutions that participate in federal student aid programs report data on enrollments, program completions, graduation rates, faculty and staff, finances, institutional prices, and student financial aid. More than 7,500 institutions complete IPEDS surveys each year.

# Division of Administration and Finance

## Capital Asset Management
### *  Deferred Maintenance





**Northwest Campus**
Police Authority Renovations

## Capital Asset Management
### * Deferred Maintenance

**University Center**
Equipment Repairs









**University Center**
Lobby Renovations

# Chancellor's Leadership Institute

The Chancellor's Leadership Institute team met to exchange strategies and discuss progress of the partnerships with Northwestern, Communication Media Arts, Detroit School of Arts, Martin Luther King, and East English Village high schools.

# Website
## Committee



The Website Committee met to discuss the status of the bi-annual website review and to analyze web content and data.

## WEBSITE FAST FACTS

**March 5-11, 2017**
**89,644 Page Views**

**Top Five Countries**
United States
Canada
Nigeria
India
Philippines

**Devices Used to Access Website**
Desktop – 60.23%
Mobile – 36.6%
Tablets – 3.17%

**Top Ten Most Viewed Pages**

*Homepage
*Distance Learning
*Academic Programs
*Academic Schedules
*Faculty and
Staff Resources

*Northwest Campus
*Master Calendar
*Downriver Campus
*School of
Continuing Education
*Learning Resource
Center

## TECH TIP of the week!

### Steer Clear of Public Wi-Fi!

Public wireless networks are a threat to your online security. Before you connect to public Wi-Fi to log onto social media or check your online banking statement, keep in mind that any data that you transfer over it can easily be tracked. Any passwords you type or private messages you send are not private over public Wi-Fi.

**Source:**
https://heimdalsecurity.com/blog/cyber-security-tips/

# International Programs
## and Global Partnerships

### *On the Move...*

In a continuous effort to provide support for our international students, Omobonike Odegbami attended a teacher training seminar offered by the U.S. Department of Homeland Security. U. S. citizenship and immigration services are designed to enhance the skills needed to teach the naturalization process to immigrant students and to administer comprehensive adult citizenship education programs.

# Federal Workstudy Program

The Federal Work Study students have been actively engaged in professional development and have attended various workshops which encourage student's professionalism.
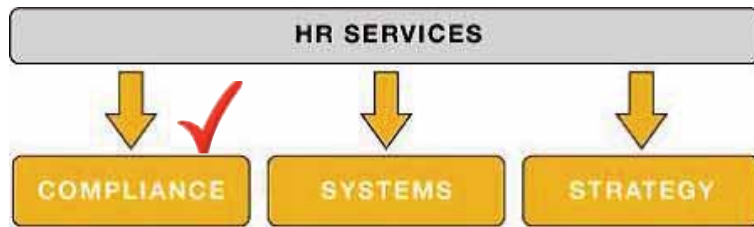




# In the Mail...

"I would like to let you know about the wonderful service I received from our WCCCD police officers at the Downtown Campus. I am a WCCCD student in Dr. Younger's law enforcement class.  Last week our class attended the Detroit Police Commission Board meeting.  After the meeting, I went up the steps on the stage  to speak to Commissioner Brooks.  As I was returning down the steps, I fell.  The officers were immediately there to assist.  They stayed with me until the EMS arrived.   I am letting you know about this incident because everyone needs to know that we are policed by some very caring and sincere officers.  They went above and beyond their duty to make sure that I was taken care of.  Their kindness of these two officer's made my day and I would like give them both a heartfelt THANKS!

Sincerely,
Valerie Kindle
Harper Woods Council Member

# Division of **Human Resources**



## HR Compliance:  Process and Self Audit

### Importance of Internal Controls - Employees Data

The Division of Human Resources (HR) is currently conducting a self-assessment of its policies, procedures and protocols to further strengthen its internal controls. HR fully understands that all employees' information must be intact and confidential at all times. HR is also tasked with making sure that sensitive information stays classified, and doing so is the Division's core responsibility.

Human Resources is committed to promoting an environment that retains the full trust and confidence of faculty, staff, students and the community. They are also committed to promoting security of personal information thus met to ensure the following:

- Security of sensitive documents
- Protocols for review and approvals
- Limited access to digital and conventional documents
- Password protected database
- Non-disclosure agreements



## Dates to Remember

### Adjunct Faculty Pay-Dates

March 31, 2017
April 28, 2017
May 15, 2017

## Did You Know?

### Returning From Medical Leave Process

**Step 1:** Doctor must submit Return to Work document directly to HR

**Step 2:** All documents are reviewed by HR for accountability

**Step 3:** Communication of decision to employee, campus presidents and vice chancellors

# Office of Accountability
## and Transparency



## Continuous Quality Improvement



**Summer Instructional Supplies Begin to Arrive at the Campuses**

The Office of Accountability and Transparency is working closely with Procurement Department to complete the last of the purchase orders. Instructional supply orders started arriving earlier this week and the Distribution Center staff have been actively reconciling orders. Deliveries to campus locations are already in full operation and preparation to close out the summer instructional supplies are on target to meet the District's established timelines.

## District-wide Collaborative Supply Process

Distribution Center staff are actively:

- Reviewing inventory
- Inputting inventory into Banner
- Tagging equipment and inventory
- Preparing delivery receipts
- Reconciling inventory and supply orders



Campuses Receive Supplies from Distribution Center — Current Step

Inventory Received by Distribution Center

Initial Review of Requisitions are conducted

Campuses Input Requisitions

Orders completed and Timelines Established

FOAPAL's completed in Banner

Requisitions Approved

# Health Science Center

## Student Nurse Association Community Service Award

The Student Nurses' Association members received a Community Service Award. These students have dedicated 200 hours in community service and volunteer efforts.

## HESI Professional Exam

The Nursing Program conducted the HESI (Health Education Systems, Inc.) exam. This exam is an assessment of one's academic preparedness for college-level educational programs.
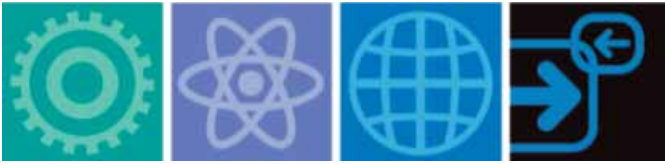
## Math Preparation

Even though there was a power outage at the Northwest Campus, Instructor Marcel Moore and the HESI Prep Math students continued class using flashlights to finish a learning session.

## Nursing Department Presents Sylvia Rayfield

The nursing faculty participated in a professional development workshop presented by Sylvia Rayfield, as part of the NCLEX (National Council Licensure Examination) Improvement Plan.

## Community Support

The SMART Program staff and WCCCD faculty and staff collected donations for food and hygiene items for the pantries at the Downtown and Northwest campuses.



## On the Move….



*   Shawna Forbes, Rennard Martin, Melodie Bunkley and Dr. John Ray attended a Bidder's Conference regarding the requirement and guideline for the 2017-2019 WIOA Adult Education Grant.



*   DaShonta Simpkins and Jim Robinson attended Detroit Employment Solutions Corporation (DESC) Quarterly Partners meeting hosted by WCCCD's Downtown Campus.



Mary Ann Troy represented the District at the Inaugural Cybersecurity Defense Sector Summit for the Michigan Chapter of the National Defense Industrial Association.

# Banner Ellucian Live Conference 2017

The Division of Information Technology Banner 9 (XE) Project team held an information session for all Ellucian Live conference attendees. The session highlighted the following:

✓ Focus areas for all attendees
✓ Participation in all Banner 9 presentations
✓ Overview of what first time attendees can expect
✓ District travel policies presented by the Division of Administration and Finance





# Software Asset Management

The Division of Information Technology Software Asset Management team met this week to discuss current and future processes.  The following were discussed in detail:

✓ SAM Best Practices
✓ SAM tools
✓ Instructional Software Request Process
✓ Migrating to a paperless software request process Districtwide

# Cybersecurity and Safety

The Information Technology Institute hosted a workshop on cybersecurity and safety. Information on maximizing the user's personal safety and minimizing security risks to private information and property associated with using the internet was presented to attendees.

# Michigan Institute for Public Safety Education

## Tactical Entry to Meth Labs Training

The Michigan Institute for Public Safety Education (MIPSE) hosted Northeast Counterdrug Training Center's U.S. Attorney's Offices for tactical entry to illegal laboratories training.



## Wayne County Sheriff Jail Classification Training

MIPSE hosted the Wayne County Sheriff's four-week entry training class. The students will be taught such topics as self-defense, CPR, fire safety, ethics and sexual harassment, cultural diversity, stress management, legal issues, and many other topics.

## Confined Space Training

MIPSE also hosted Eastern Michigan University for a workshop on confined spaces. The purpose of the training was to safely help those who must enter, operate in and evaluate confined spaces.



## Crisis Intervention Team

MIPSE also hosted the Taylor Police Department's Crisis Intervention Team. The workshop was for those in the fields of business and industry, crisis intervention, disaster response, education, emergency services, employee sssistance, healthcare, Homeland Security, mental health, military, spiritual care, and traumatic stress.

# Multi-Campus District

## Downriver Campus

### Automotive Service Technology Program

Instructor Marty Depowski from the Automotive Service Technology Program and his students performed a live work repair to the District's ambulance.



### Growing Great Gardens

The Downriver Campus hosted the Taylor Conservatory and Taylor Garden Club for a garden symposium titled "Growing Great Gardens."



### Grosse Ile Township Schools Staff Training

The Downriver Campus also hosted the Grosse Ile Township School Staff Training. Topics included training on the management system and course content necessary to meet the training needs of public schools.

# Multi-Campus District

## Downtown Campus

### Detroit Employment Solutions Corporation

Detroit Employment Solutions Corporation hosted a partners meeting at the Downtown Campus. Through their partnerships with community and faith-based organizations, as well as foundations, and employers are provided with access to the broadest talent pool in Detroit, and jobseekers with the widest range of job-related services.



### Phi Theta Kappa Meeting

Phi Theta Kappa officers held their monthly meeting at the Downtown Campus.
Topics discussed included upcoming projects, programs, and application deadlines.

# Multi-Campus District

## Eastern Campus



### Getting Started with Computers

The Eastern Campus, in partnership with Franklin Wright Settlements hosted a workshop for senior citizens to learn the basics of computers. Participants also learned about computer components, desktop functions, and software applications.



### Early Academic Advising

In preparation for the upcoming Summer 2017 semester, staff provided early academic advising to assist students with their curriculum requirements.



### HVA 100

Instructor Gerard Hightower's students are using their classroom knowledge and hands-on experience in refrigeration to cut and braise together copper tubing.

## Northwest Campus

### Writer's Block Workshop

The Northwest Campus hosted a Writer's Block workshop. The workshop introduced participants to simple strategies to overcoming what is commonly called "writer's block."





### Career Research Workshop

The Northwest Campus hosted a Career Research workshop. Participants received information on how to identify full-time, part-time, and graduate employment opportunities in the greater Detroit area.

### Graduation Preparation Workshop

Participants received step-by-step instructions on the graduation process, how and when to apply for graduation, and were encouraged to utilize Degree Works to fulfill their graduation requirements.



### Faith-Based Summit

Wayne County Homeland Security hosted a Wayne County Public Safety Faith-Based Summit at the Northwest Campus. The summit provided tips on emergency preparedness and solutions on how to build relationships between faith-based communities and law enforcement.

# Multi-Campus District

## Mary Ellen Stempfle University Center

### University Partners

In preparation for the upcoming SAT testing, Tyrone Collins of Ferris State University and Teresa Lewis from Communities In Schools were both certified to become SAT Proctors for SAT testing in the State of Michigan.



### *On the Move...*

Michael Poole represented the District at the monthly meeting of the Harper Woods High School Champions Council and provided a District/University Center update to the Council members.

## Western Campus

### Program Review

Mike Dotson and Dr. Frank Dunbar met with faculty members to review program needs in preparation for the 2017-18 Budget and Strategic Initiatives.

**This week the Downtown Campus hosted a 50th Anniversary Community Luncheon.**

## Intercultural Conversations

**This week's session focused on the historical context of Irish immigrations shared by Professor Erin O' Mara. The celebration of Purim, a Jewish Festival was also presented by Professor Marwin Surowitz.**
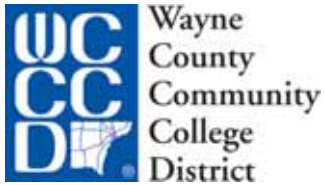




Dr. Fidelis D'Cunha and Halima Mohiuddin attended the 2017 NADOHE Conference. Dr. D'Cunha accepted the Leadership Excellence Award for Diversity and Inclusion on behalf of myself.

# Chancellor's
## Weekend Memo



**EDITOR: Julie Figlioli**

**CONTRIBUTING EDITORS**
**David C. Butty**
**Carolyn Carter**
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**Aracely Hernandez**
**Tameka Mongo**
**Priscilla Rodgers**
**Rosita Thompson**
**Susan Wiley**

## Mission

WCCCD's mission is to empower individuals, businesses and communities to achieve their goals through excellent and accessible services, culturally diverse experiences and globally competitive higher education and career advancement programs.

## Vision Statement

Wayne County Community College District will be recognized as an institution that has achieved national and international recognition for enduring excellence as a comprehensive multi-campus community college district. WCCCD will focus on continuous self-evaluation and improvement; preparation of a highly skilled workforce in support of the Wayne County economy; student academic and career success, and leadership in strengthening the open door philosophy of educational opportunity.



**SEVEN LOCATIONS · ONE COLLEGE DISTRICT**

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