

Chancellor's Weekend Memo



April 17, 2015 Number 981

Wayne County Community College District Out Front "Once Again!"



DETROIT (WXYZ)- The City of Detroit is continuing to show signs of life following bankruptcy, and reinvesting in its future. Hiring is up city-wide, and now they are looking to hire more workers. At Wayne County Community College District excitement and optimism was in the air for the college's bi-annual job fair. More than 40 different companies were present, and the City of Detroit was leading the way.





WCCCD Recognized as Best Practice Institution by the Detroit International Visitors Council

The District has been recognized as a best practice institution by the Detroit International Visitors Council as part of the United States Agency for International Development. As a result, we were pleased to welcome a group of ten human resource and career development professionals from the Republic of Belarus for a discussion of career programs, advancement, student support programs and career advisement. Joining in the discussion were Dr. George Swan, Brian Singleton and Annette Black along with local representatives of the U.S. State Department's Community Connections Program.



WCCCD hosts the U. S. Department of Defense

The National Defense University International Fellows visited the District as per the Department of Defense direction to prepare future leaders of the Armed Forces and civilian agencies for high-level policy command and staff responsibilities. Participants were also provided an understanding of factors and considerations that shape U.S. security policy and strategy. The meeting allowed the fellows to ask questions related to the education objective and discuss the role of community colleges in the American education system as an alternative option to traditional four-year colleges and universities.

After touring MIPSE, this is what Jorge Ascunce, Vice Director of the National Defense University, had to say: "This really is a wonderful facility. Aside from the clear emphasis on partnerships, the equipment, the diversity and ingenuity of handling a range of major groups – from the Boy Scouts to a group like ours – is cutting edge. This is the 14th year that we have been in Detroit and we certainly extend a invitation for WCCCD to visit the National Defense University."



Study ABROAD

BRING THE WORLD HOME

Students Return Home From Study Abroad Trip to Geneva, Switzerland!





Division of Administration and Finance



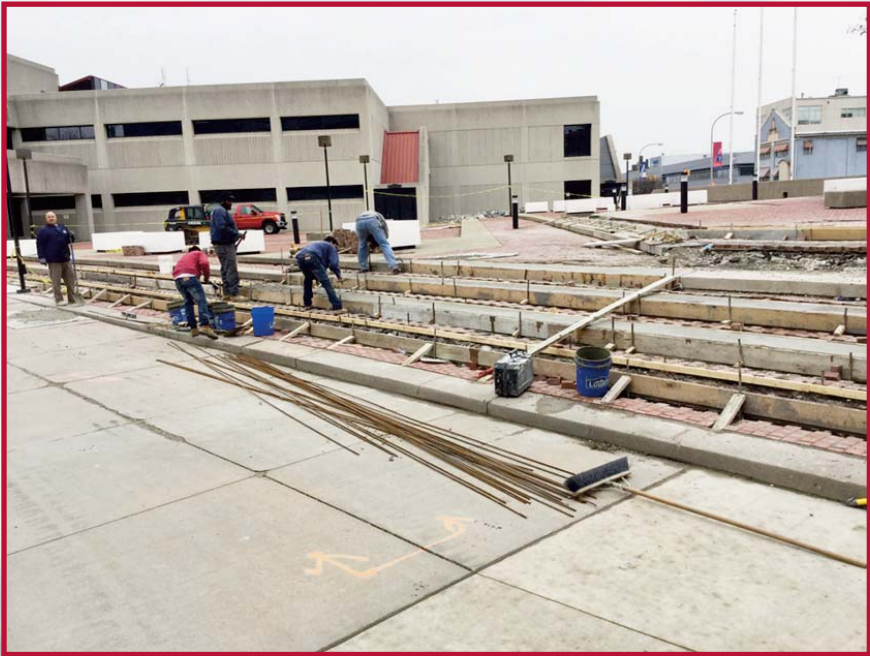
The Payroll and Human Resources departments met to discuss procedures for the upcoming payroll audit for all full and part time staff including College Work Study students on Friday, April 24, 2015. Staff will be required to complete an employee verification form and present a valid driver license or state identification card confirming identity to receive payroll compensation. The team reviewed frequently asked questions and the adequate coverage needed during peak times to expedite the process. A follow-up meeting is scheduled for next week, prior to the audit, to discuss the final process and flow details.



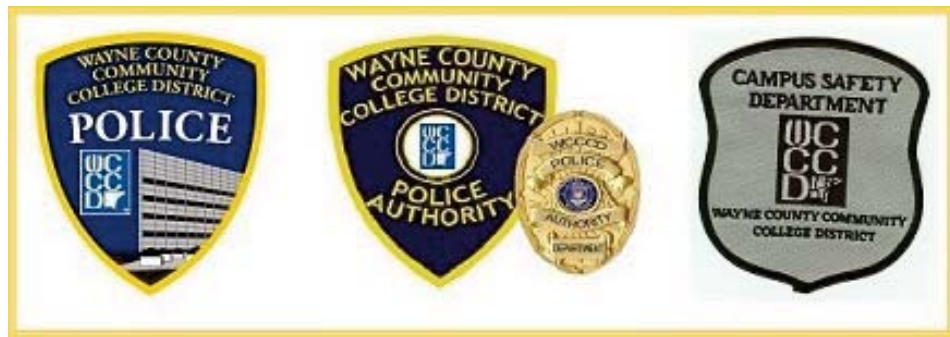
Payroll Audit

All full and part time staff
(including work study students)
Friday April 24, 2015
Downtown Campus
Frank Hayden Community Room
8:30am-5:00pm

Administration and Finance **Deferred Maintenance**



District Police Authority



District Communication Control Center



Denise Shannon, Downtown Campus President and Brian Singleton, Vice Chancellor of Student Services toured the District Police Authority dispatch center. The District Communication Control Center has the latest technological equipment including CCTV system, LEIN system, computer aided dispatch, VOIP and 800 MHz two-way radio communication system, critical incident monitor system and parking enforcement control system.

Immediate Action Rapid Deployment Training

Members of the District Police Authority participated in Immediate Action Rapid Deployment (IARD) training at the Northwest Campus. IARD is a police tactic where first responders, typically regular officers, actively confront a developing high-risk crisis.



Office of Alumni and Institutional Advancement

Muna Khoury participated in the WCCCD Graduation meeting at the Western Campus and spoke with the graduating students about the importance of joining the Alumni and Friends Society. Ms. Khoury discussed opportunities that the Society offers to our alumni. It's the easiest way to stay connected to all the year-round events and activities happening at WCCCD.

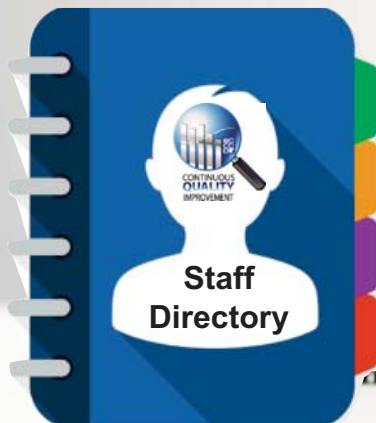
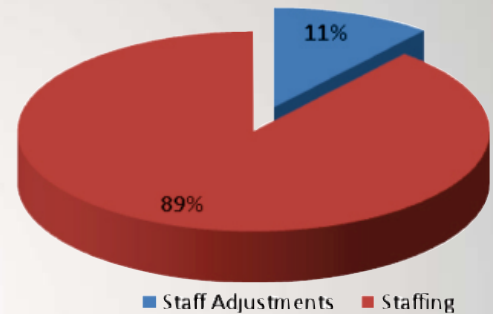


Office of Accountability and Transparency

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

WCCCD is continually reviewing internal controls, best practice environmental scans, divisional reports, compliance practices, and policy discussions. Audit reviews and policies and procedures help the District prepare for potential audits. This week the Office of Accountability has audited the Staff Directory to ensure the District maintains an accurate account of staff changes. This process is done every quarter. Look for the next update coming in June!

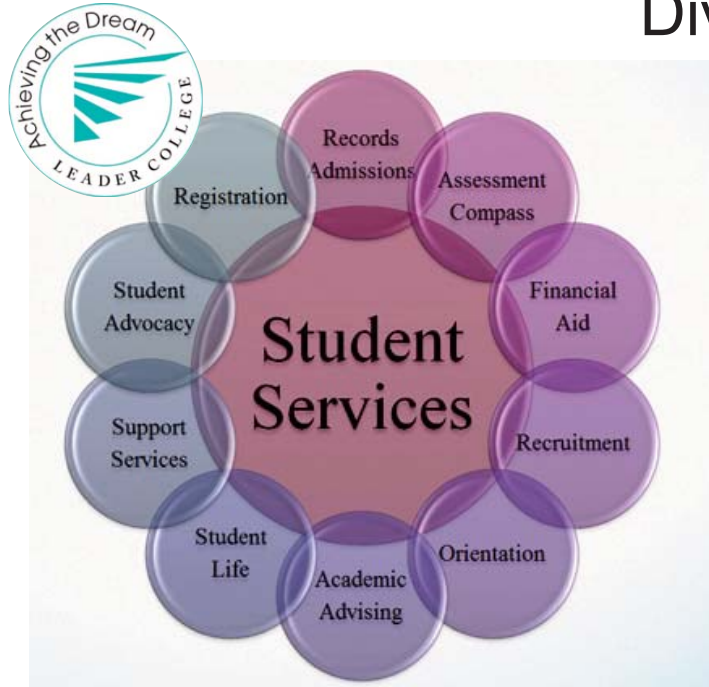
WCCCD Staff Directory Audit



Division of Student Services

Outreach/Recruitment

WCCCD participated in Wayne State University - S.A.V.E.T.H.E.M.'s 3rd Annual Youth Step Show and Health and Community Resource Fair. The theme was HIV and Aids Prevention.



Financial Aid

Applications are now available for scholarships for the 2015-2016 academic year. A list of the various scholarships and eligibility guidelines is available in the Student Services Office at each WCCCD campus, the District Student Services Office, and at www.wcccd.edu.



Power Up the Summer!!! Enrollment is underway for guest students who want to take classes this summer. Registration is simple! Students need to submit a Michigan Guest Application signed by their home institution and you're their on their way!

Student Life

The Division of Student Services Tribeta Honor Society Club hosted a "Meet and Greet." The purpose was to provide students with scholarship opportunities. Tribeta is a society for students dedicated to improving the understanding and appreciation of biological study.



Student Lecture Series with Dr. Frances Cress Welsing



The School of Continuing Education and **Workforce Development**



Pre-Apprenticeship Training *Detroit Registered Apprenticeship Program*

Congratulations! We are pleased to announce the successful completion of Construction/Deconstruction and Electrical pre-apprenticeships training. This is a collaboration with The Detroit Employment Solutions Corporation (DESC) and a very proud moment for WCCCD, DESC, faculty and the trainees.

The students expressed gratitude for the opportunity and are looking forward to the next steps towards employment and helping to rebuild the City of Detroit.



The School of Continuing Education and Workforce Development



Southern Wayne County Regional Chamber Connections Networking Group Workshop

The Downriver Campus hosted the Southern Wayne County Regional Chamber's Chamber Connections Networking Group workshop. Chamber Connections is a structured, industry-exclusive networking group that can be an important part of a strategic marketing plan.

Objective: Participants developed activities to create an understanding of current laws regarding human resources. Participants also discussed the issues that may have substantial impact on the memberships.

Total Continuing Education Participation: 11

Taylor Rotary Meeting and Workshop

The Downriver Campus hosted the Taylor International Rotary weekly meeting and workshop.

Objective: Participants were provided an opportunity to learn the mission, vision and goals of Rotary International as well as identify various service projects to support the community.

Total Continuing Education Participation: 43

Veterinary Technology Open House and Orientation

The Downriver Campus held a Veterinary Technology Open House and Orientation at Wayne State University.

Objective: Students were given information on the program, transfer information, and a complete tour of the facilities for those interested in applying for the program.

Total Continuing Education Participation: 22

The Downriver Campus hosted EcoWorks Energy Saving Program. EcoWorks provides Energy Smart Workshops for local residents receiving energy assistance for their utility bills. **Objective:** Participants learned about the practices that are used for sustainable energy and natural resources.

Total Continuing Education Participation: 2

Boy Scouts of America, Great Lakes Council, Roundtable Monthly Meeting and Workshop

The Downriver Campus hosted the Boy Scouts of America, Great Lakes Council, Roundtable Meeting.

Objective: This roundtable discussion allowed the Michigan District to plan and coordinate, training, programming and educational events during the year.

**Total Continuing
Education Participation: 58**

Wayne Metro Community Action Agency Homebuyer Club

The Downriver Campus hosted the Wayne Metropolitan Action Agency which conducted a homebuyer orientation for participants looking to buy their first home.

Objective: Participants discussed qualifying for assistance with a down payment on a home, learned about the benefits of joining Wayne Metro's Homebuyer Club and the various homebuyer assistance programs available.

**Total Continuing
Education Participation: 30**

Wayne Metro Community Action Agency Tax Preparation

The Downriver Campus hosted the Wayne Metro Community Action Agency in a tax preparation class for the Wayne County residents.

Objective: Participants were able to have tax professionals complete their taxes before the April 15th deadline.

**Total Continuing
Education Participation: 12**

EcoWorks Energy Saving Program

The Downriver Campus hosted EcoWorks Energy Saving Program. EcoWorks provides Energy Smart Workshops for local residents receiving energy assistance for their utility bills. **Objective:** Participants learned about the practices that are used for sustainable energy and natural resources.

Total Continuing Education Participation: 2



The School of Continuing Education and Workforce Development



CE Instructor Orientation

The Downtown Campus hosted a CE Instructor Orientation. This orientation informed CE instructor's on the latest development in CE processes and procedures.

Objective: Participants were informed of updated information within with the School of Continuing Education. Participants reviewed and discussed the CE Instructor manual and processes. Participants also explored professional development opportunities and networked through dialogue.

Total Continuing Education Participation: 40

Student Lecture Series: Dr. Frances Cress Welsing

Dr. Frances Cress Welsing, a notary scholar and psychiatrist practicing in Washington, D.C., noted for her "Cress Theory of Color Confrontation".

Objective: Participants were engaged in dialog and discussions centered around race from a physiological view.

Total Continuing Education Participation: 167



Weekend Navigator Workshop

The Western Campus partnered with the U.S. Coastguard to offer workshops focusing on boater and water safety and skills development for boaters and personal watercraft users.

Objective: Participants learned about Coast Guard operational requirements and how to be better prepared for an emergency while on the water, boating safety, navigation and boating laws.

Total Community Education Participation: 17

Belleville Cougars Board Workshop

The Belleville Cougars is a local non-profit group that coordinates organized youth football and cheerleading. The Western Campus has partnered with the Cougars to offer workshops and seminars focused on sportsmanship, teambuilding, physical fitness and youth mentoring skills.

Objective: Participants learned about the benefits of participation in organized sports, team building skills, and how to participate in team activities.

Total Community Education Participation: 20

The School of Continuing Education and Workforce Development



Job Fair 2015

Job-seekers met with company and agency representatives to explore available employment opportunities. Employers accepted resumes and conducted on-site interviews.

Objective: Participants were provided with information from potential employers, explored numerous career opportunities, and were able to make personal contacts with employers that can lead to a jobs.

Total Continuing Education Participation: 400+

Detroit Registered Apprenticeship Program Orientation

The Detroit Registered Apprenticeship Program (D-RAP) is designed to assist in Detroit's economic recovery enabling workers to acquire the technical skills necessary to succeed in today's 21st Century knowledge economy. The goal is to ensure that Michigan's employers have skilled workers in order to compete and grow in an increasingly competitive global economy. **Objective:** Provide participants with an overview of the DRAP that includes: Customized plumbing, electrical and construction training OSHA, CPR training and identify employment and training needs in the city of Detroit.

Total Continuing Education Participation: 27

Micro Loans and Retirement with Mike Daniels

This workshop provided strategies, suggestions and information on how to develop a savings program and how to position yourself for retirement.

Objective: Participants discussed circumstances and challenges in the workforce for those individuals planning to retire. Retirement planning options were also discussed that would enable individuals to reach their financial goals.

Total Community Education Participation: 11

Ecommerce Coaching Workshop

The purpose of the Internet marketing coaching workshop was to help participants improve in their efforts to be found or noticed on the internet. Whether they are entrepreneurs looking to be found by more customers or nonprofit leaders looking to improve exposure for their organization – this workshop was also intended to help familiarize individuals with online strategies for being noticed or selected from online searches.

Objective: Participants were provided with information on how to identify where they may be hindered in their internet marketing sales efforts, how to work toward getting their websites to appear at the top of search engines and how to be successful with selling on the internet.

Total Continuing Education Participation: 22

Division of Human Resources



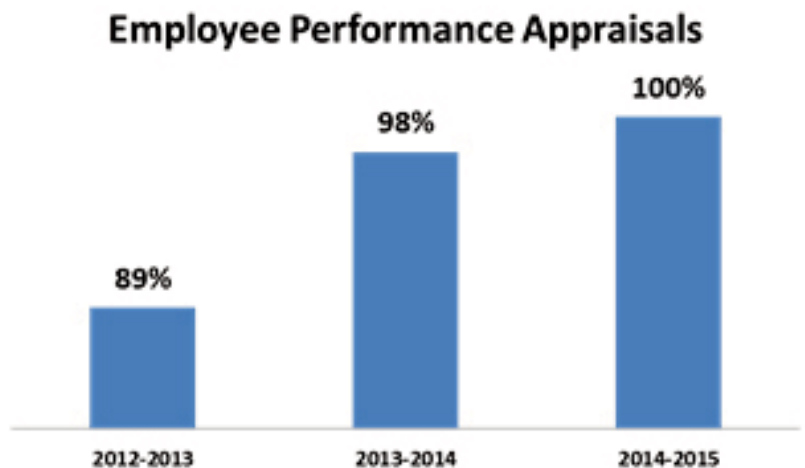
Individual Employee Performance Appraisals

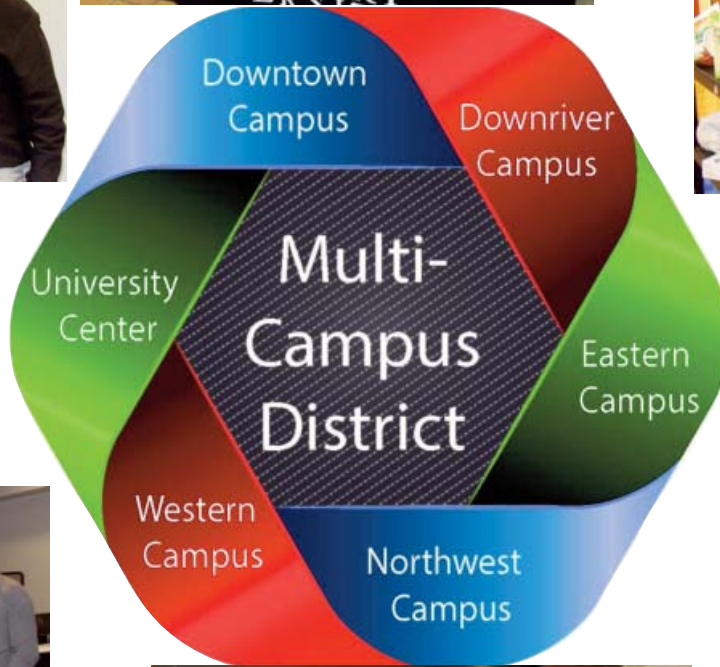


A formal Employee Performance Appraisal (EPA) is a systematic and periodic process that assesses an individual's job performance and productivity in relation to certain pre-established criteria in conjunction with District goals and objectives.

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





Division of Institutional Effectiveness

External Compliance Reporting

Increased governmental (federal, state, and local) regulation of higher education has resulted in increased demand for accountability and transparency. As a result, the Division Institutional Effectiveness' leadership role of oversight and coordination continues to increase to ensure accurate reporting and timely completion of all mandated reports. Recently submitted reports include:



Integrated Postsecondary Education Data System (IPEDS)
Fall Enrollment, human resources, financial aid, graduation rates, academic libraries, finance



Higher Learning Commission Annual Institution Update
Enrollment characteristics, completions, Title IV programs, academic programs, finance



ACT Institutional Data Questionnaire (IDQ)
Enrollment, admissions, costs, student services, academic programs



Michigan College Access Portal
Enrollment, admissions, costs, student services, academic programs



Gainful Employment
Program completion



TRIO
Program eligibility and engagement



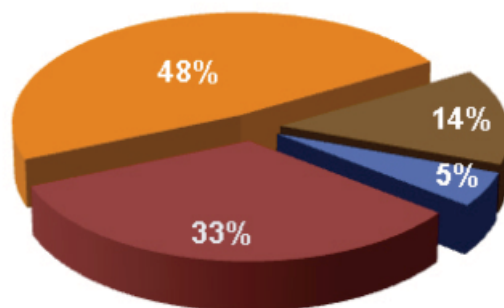
Governor's Education Dashboard
Persistence, completion



Career Education Consumer Report
Program enrollments, completion, costs

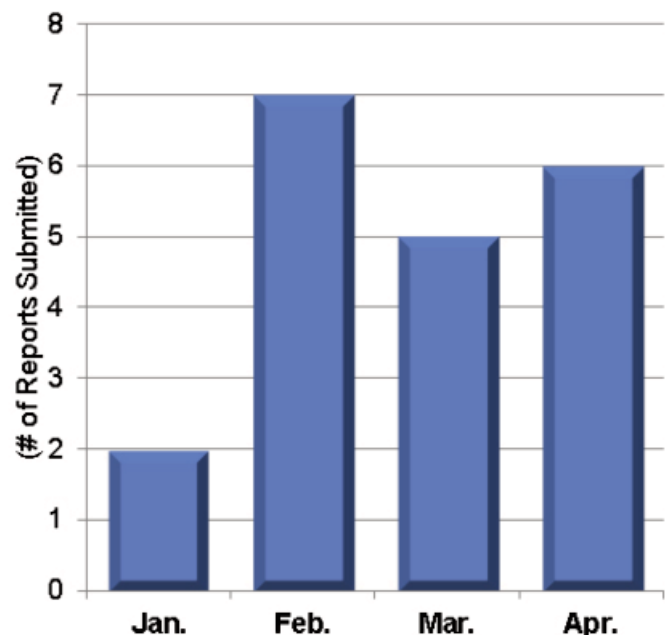
Compliance Report Submission

Submission by Reporting Agency



- Accreditation (HLC, etc.)
- State
- Federal (IPEDS, etc.)
- Other (ACT, etc.)

Reports Submission by Month



WEEKLY UPDATE



BANNER CONFERENCE

A group of WCCCD staff members from several divisions including Information Technology, Student Services, Educational Affairs, Human Resources, Finance and International Programs attended the annual BANNER conference - Ellucian Live in New Orleans. The conference was attended by more than 8,000 people from more than 15 countries, employed at more than 1,500 higher education institutions. It is an excellent learning and networking opportunity for all attendees.



Ellucian Live is the industry's most significant higher education conference addressing the changing landscape of technology for today and the future.

Downriver Campus Network Infrastructure Upgrade

**STATUS
UPDATE!**

Data closets are being redesigned to accommodate the additional switches and wiring needs for the network upgrade project. Power lines and backup batteries are being installed to ensure capacity

Legislative Corner

Community College Day May 7, 2015

This is a hands-on advocacy day for community colleges, the purpose being to bring presidents, trustees, senior administrators, and even students to Lansing to highlight the important work of community colleges across the State.



Funding Opportunity... Health Profession Opportunity Grant

The U.S. Department of Health and Human Services released a new round of grant solicitations to support innovative approaches to basic skills education for low-income individuals. In addition to the grant opportunities, the U.S. Department of Education and Abt Associates are offering a webinar on April 29, 2015 that will highlight emerging instructional models for adult basic learners.

Relief for Community Colleges with High Loan Default Rates

The Obama administration unveiled a draft plan to expand the circumstances under which a college can appeal a high default rate on the basis that a low percentage of its students borrow money through the federal loan program. The changes to that appeal option, known as the participation rate index appeal, would largely help community colleges, where relatively few students take out loans to pay for their education.



Edgar Vann met with
William Wild,
Mayor of Westland

Division of Educational Affairs

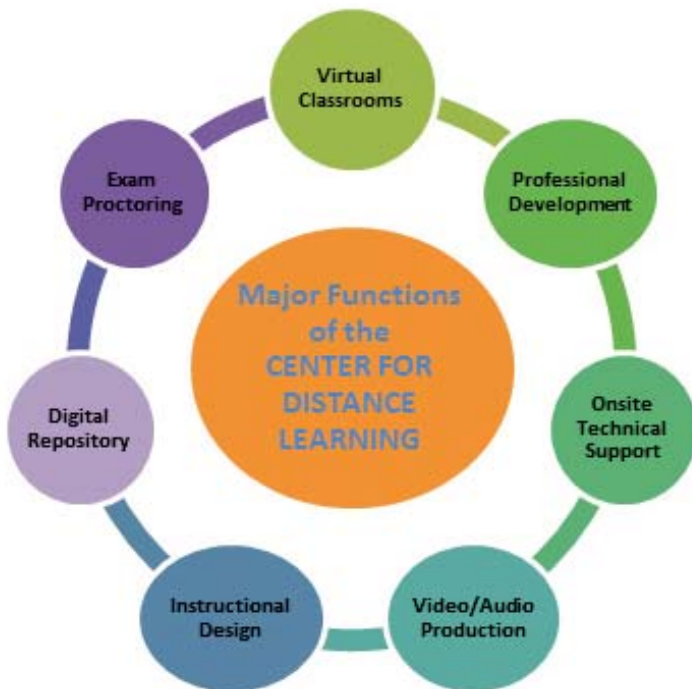
Academic Program Planning

Howard Smith and Sam Crowl, WCCCD Light Rail/Railroad Safety Instructors, along with Dr. Frank Dunbar visited Norfolk Southern (NS) Rail Dispatch Center and Railroad Training Center. Students from the railroad classes had a tour of the facility and training on the railroad simulator. NS allows WCCCD students to use the training labs at their facility when not in use by NS employees, a wonderful opportunity for our students.



The Center for Distance Learning

The Center for Distance Learning provides services to support both online and face-to-face classroom instruction as well as providing opportunities for workforce and professional development for the communities that WCCCD serves.



Congratulations!

The District would like to congratulate Michael Rosen, WCCCD Adjunct Faculty, for receiving a Department of Mathematics Adjunct Faculty Excellence in Teaching Award from Wayne State University.

Preparing Faculty for Success

The Division of Educational Affairs is committed to faculty excellence and working to strengthen training that prepares faculty to successfully navigate the educational experience in the class and beyond.

To achieve this goal for the more than 900 faculty members, the Division is realigning and streamlining many of its processes including a new faculty orientation. The implementation is in its early stages. Planning for success and embracing technology in the process will allow the division to engage and support new and current faculty members.

Division of Educational Affairs

Spring 2015 Advisory Committee Breakfast

The Office of Career Education hosted the Spring 2015 Semi-Annual Advisory Committee Breakfast at the Downriver Campus. This breakfast allowed an opportunity to hear from experts within our different program areas, community partners, as well as received business input about our employment needs. More than 175 participants heard about upcoming new programs, the new math curriculum, faculty engagement activities, as well as District updates.

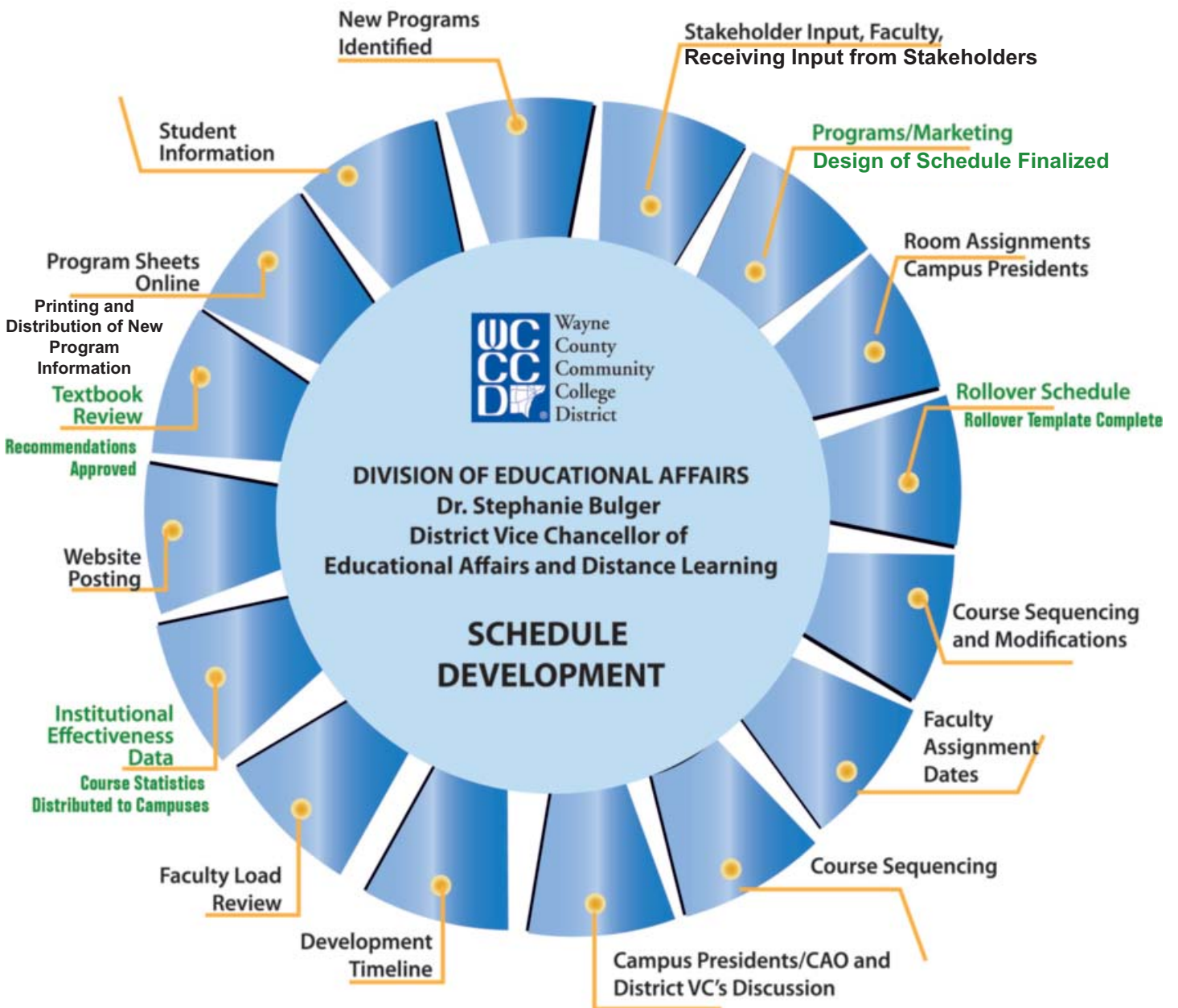


Division of Educational Affairs

DIVISION OF EDUCATIONAL AFFAIRS



SCHEDULE DEVELOPMENT PROCESS



Federal Work Study Appreciation Luncheon

Each year, WCCCD, along with colleges and universities across the country, recognizes the importance of the student work experience during Student Employment Appreciation Week. This week draws the awareness of others, inside and outside of the District, to the contributions student workers make in the multitude of roles they fill. This week the District hosted a Federal Work Study Appreciation Luncheon at the Downtown Campus. Awards for Federal Work Study Student Success Ambassador of the Year, Federal Work Study of the Year, and Supervisor of the Year were given out.



Professional Development



Corporal Keiara Cosby attended call taker and dispatch training at the Isabella County Sheriff Department.



Susan Wiley attended the National Association of Presidential Assistants in Higher Education Conference where she participated and networked with peers from other educational institutions to leverage opportunities in moving the District forward. Pictured with Ms. Wiley is Dr. Walter Bumphus, AACC CEO.



Building Blocks for Development Skills Growth

**professional
development**

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

May 2015

REVISED SCHEDULE

April 2015

Thursday, April 23, 2015 12:00- 2:00 pm
GOVERNMENT RELATIONS
Board of Trustees Conference Room
Presenter: Dr. Frank J. Calzonetti

Wednesday April 29, 2015 12:00-2:00pm
STUDENT SERVICES PRESENTATION
Presenter: Cuyahoga Community College
Board of Trustees Conference Room

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

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

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

Monday May 11, 2015 1:00-4:00pm
SEXUAL HARASSMENT WORKSHOP
Presenter: Sue Ellen Eisenberg
Board of Trustees Conference Room

Monday, May 18, 2015 1:00-4:00pm
SEXUAL HARASSMENT TRAINING
Board of Trustees Conference Room
Presenter: Sue Ellen Eisenberg

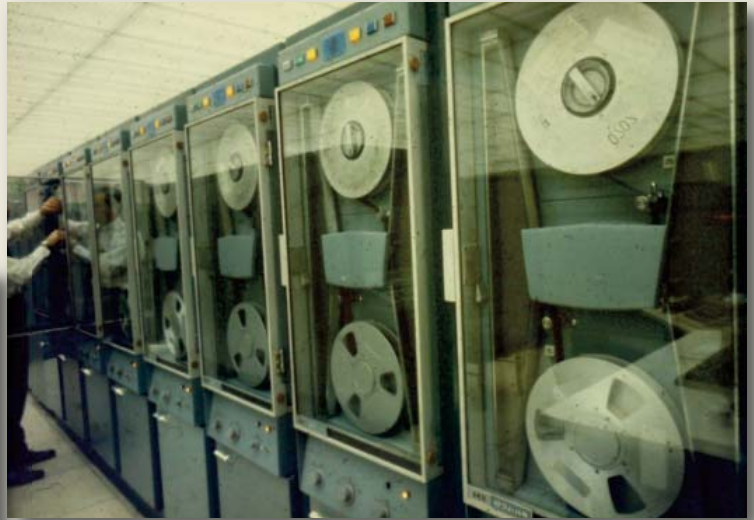
Thursday, May 21, 2015 12:00-2:00 pm
MICROSOFT ACCESS 2010
Board of Trustees Conference Room

June 2015

Monday, June 15, 2015
STUDENT SERVICES PRESENTATION
Dr. Zachary Hodges
Houston Community College

* Workshop presenters and dates are subject to change.

Blast from our past!



WCCCD Information Technology Staff



Vet Tech Students



Faculty and Students



WCCCD Students



Faculty and Students