

Chancellor's Weekend Memo



January 13-19, 2018 Number 1121

Faculty Convocation January 13, 2018



Keynote Speaker
JoAnn Allen Nyquist (left)









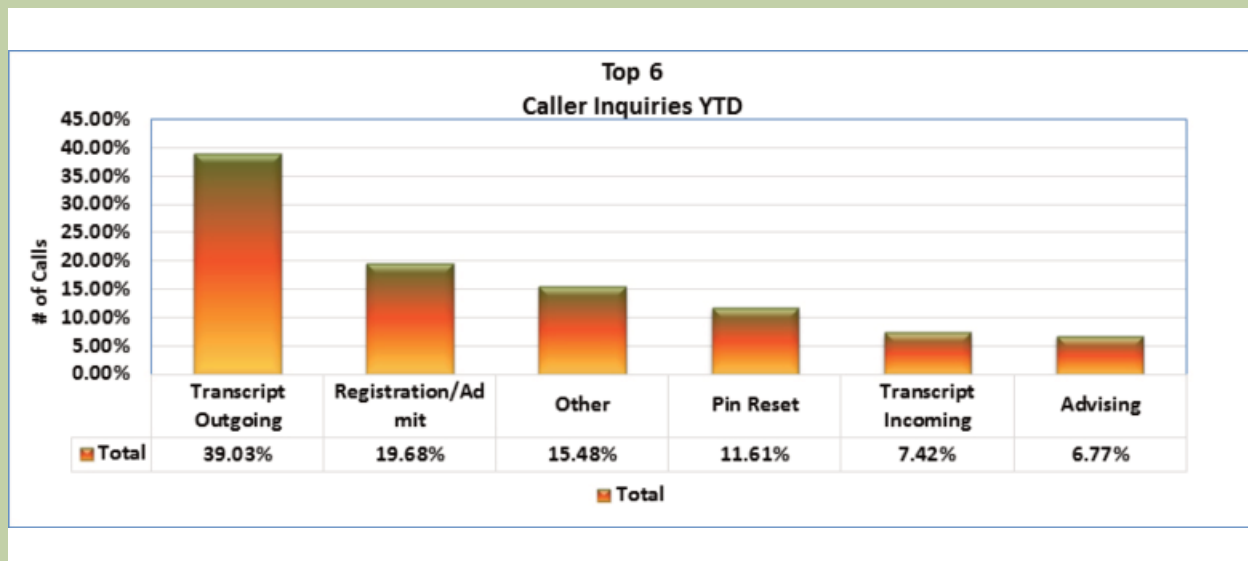


Division of Student Services



The Outreach and Recruitment Team successfully solidified the partnership with Cass Technical High School students who are in the Dual Enrollment Program. Students will have many more opportunities than ever before to earn college credits through partnerships with WCCCD.

The Student Success Center is a comprehensive one-stop-shop for academic support services on campus.



Division of Student Services



Financial Aid Marathon- Downtown Campus



Division of Student Services



TRIO Did You Know?

The student support services delivered to students through TRIO are:

- * Academic tutoring
- * Guidance in selecting postsecondary academic courses
- * Information for scholarships and financial aid programs
- * Assistance with completing financial aid applications
- * Services to improve students' financial and economic literacy
- * Assistance with graduate and professional programs
- * Assistance with applications to, and obtaining financial assistance from, four-year programs (for two-year grantees)



Considine



The Little Rock Urban Institute is preparing to receive community members for an array of classes offered through WCCCD. Classes range from General Education Development (GED), Autism Awareness, Keyboarding Basics, and Tap Dance for kids.

District Command Center



The District Command Center continues to work diligently to convey important registration information to students.



Division of Student Services



“Yes We Can”- First Day of Class Student Support



Staff District-wide supported our campuses through our *Yes We Can* initiative for the first day of class.

Division of Student Services



Coming Soon!
Health and Wellness City Center



The Wildcat's Men's Basketball Team is fired up and ready to compete for the 2018 conference title. **Go Wildcats!**



Division of Educational Affairs

Partnerships in Early Childhood Learning with Community Partners

Staff from the Division of Educational Affairs met with the Director of the Wayne Metropolitan Community Action Agency as their premier educational provider. A cohort of early childhood practitioners will complete an Early Childhood Child Development Associate (CDA) certificate and apply the skills used in practical application working with pre-school children in early learning centers.



Faculty Inspiring Students



Students and faculty are excited to begin classes for the new semester. Whether it is learning about compounds and matters in Chemistry, fundamentals of Business or the branch of knowledge that understands systems of government and analysis of political activities in Political Science; Campuses across the District are overflowing with scholarly learning. Staff visited the classrooms in support of one vision, one district, and one college of learning.



Division of Educational Affairs



This past week MeLCat celebrated its 13th birthday! The Michigan Electronic Library Catalog went live on January 10, 2005. Since then, more than 430 libraries have joined, patrons have made over 11 million requests, and the annual fill rate has reached 91.9%. WCCCD borrows and lends books among members of MeLCat, which is a great way to expand the collection.



With the semester underway, Distance Learning will begin to conduct syllabi review for all online courses. Every semester we ensure all syllabi include a checklist of information, including items such as grading procedures and weekly schedules.

Facts



#1 According to the American Association of Community Colleges, the average age of community college students is 29.

#2 WCCCD's Faculty Convocation provides on-going professional development to assist instructors to better accommodate and encourage adult (and traditional) student success in a classroom setting.

Learning Resource Center and Local Library Partnerships

WCCCD's Learning Resource Centers (LRC) provide information on literacy education, multimedia resources, and services to support the curricula offered by the District.

The library also provides research needs to students, faculty, staff, and administration. The library extends these services to the community and serves as a catalyst for lifelong learning.



	<p>DOWNRIVER CAMPUS John Dingell LRC 21000 Northline Road, Taylor, MI 48180 734-374-3228</p>	<p>Taylor Community Library 12303 Pardee Rd., Taylor, MI 48180 734-287-4840</p>
	<p>DOWNTOWN CAMPUS Arthur Cartwright LRC 1001 W. Fort St. Detroit, MI 48226 313-496-2358</p>	<p>Detroit Public Library - Main Branch 5201 Woodward Ave., Detroit, MI 48202 313-481-1300</p> <p>Detroit Public Library Elmwood Park Branch 550 Chene, Detroit, MI 48207 313-481-1730</p>
	<p>EASTERN CAMPUS Joseph F. Young LRC 5901 Conner, Detroit, MI 48213 313-579-6904</p>	<p>Chandler Park Branch 12800 Harper Ave., Detroit, MI 48213 313 313-481-1560</p> <p>Detroit Library Jefferson Branch 12350 Outer Dr E., Detroit, MI 48224</p>
	<p>NORTHWEST CAMPUS John Conyers Jr. LRC 8200 West Outer Drive, Detroit, MI 48219 313-943-4080</p>	<p>Detroit Public Library Redford Branch 21200 Grand River Ave., Detroit, MI 48219 313-531-5960</p> <p>Redford Township District Library 25320 W. Six Mile Rd., Redford Charter Twp., MI 48240 313-531-5960</p>
	<p>TED SCOTT CAMPUS William D. Ford LRC 9555 Haggerty Road Belleville, MI 48111 734-699-7008 x5561</p>	<p>Belleville Public Library 167 Fourth St., Belleville, MI 48111 734-699-3291</p> <p>Romulus Public Library 11121 Wayne Rd, Romulus, MI 48174 734-942-7589</p>
	<p>MARY ELLEN STEMLPF UNIVERSITY CENTER Harper Woods Public Library 19601 Harper Ave, Harper Woods, MI 313-343-2575</p>	<p>Grosse Pointe Public Library Woods Branch 20680 Mack Ave. Grosse Pointe Woods, MI 48236 313-343-2072</p>

Virtual Library Services

Virtual Library Help
 24/7 Chat Service



**Digital Databases Journals, Articles
 and Research**



**Access digital collections of over
 25,000 general and reference
 books.**



**Interlibrary loan is a method of
 sharing resources (borrowing
 or lending of materials) among
 libraries.**

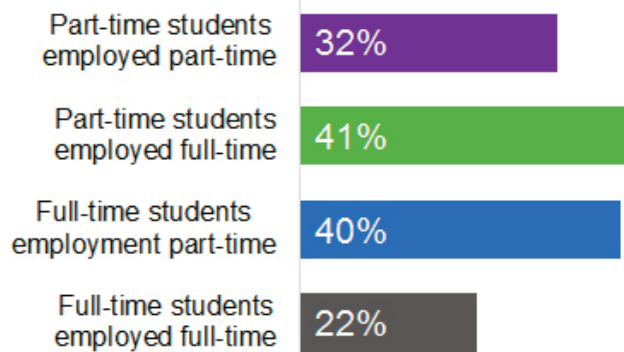




What's Trending in Institutional Effectiveness: Employment Status

The Division of Institutional Effectiveness (IE) reviews national research trends to support the District's student success efforts. According to the American Association of Community Colleges (AACC), 41% of community college students who attended part-time indicated that they work full-time. Below you will find some data points from the AACC about the employment status of community college students compared to WCCCD graduates.

Employment Status AACC National Data

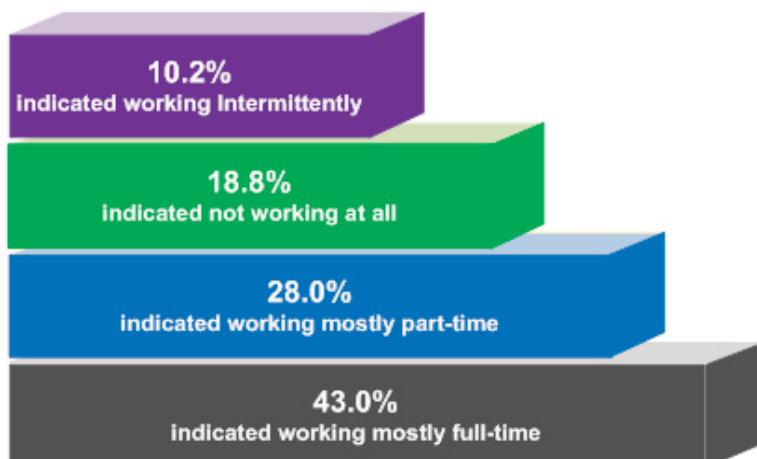


Source: <http://www.aacc.nche.edu/research-trends/fast-facts/>



The Division of Institutional Effectiveness, in conjunction with the Division of Student Services, conducts the Graduate Exit Survey. Below you will find some sample data points from WCCCD's Graduate Exit Survey:

Work Status While Attending WCCCD





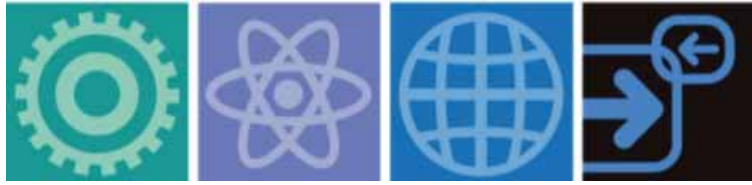
Health Science Center



Welcome Back Nursing Students!

Student Nursing Association members welcomed all new and returning nursing students to the first day of Spring 2018 classes.





The School of Continuing Education and Workforce Development



American Center for Mobility: A Year of Transformation

Shawna Forbes represented the District at the 2018 North American International Auto Show's "mobility-focused" Exposition. As a part of the exposition, the Michigan Economic Development Corporation presented on the American Center for Mobility and the transformation that mobility has made over the past year.



Grow Detroit Young Talent 2017 Program Appreciation Breakfast

DaShonta Simpkins, Tonya Seegars and Angela Polk represented the District at the 2017 Grow Detroit Young Talent (GDYT) Appreciation Breakfast. The District received a Certificate of Commendation for being a key provider in the Detroit Mayor Mike Duggan 2017 GDYT initiative, to place over 8,000 City of Detroit youth to work.





Michigan Institute for Public Safety Education

Elite Technical Rescue Rope Operations Training

The Michigan Institute for Public Safety Education (MIPSE) hosted a Rope Operations Training Class for Elite Technical Rescue.




 School of Continuing Education & Workforce Development
 Wayne County Community College District


 School of Continuing Education & Workforce Development
 Wayne County Community College District

Coaching Emergency Vehicle Operations

MIPSE hosted Beaumont Medical Transportation's Coaching the Emergency Vehicle Operator Ambulance training. The goal of the course was to facilitate the student's knowledge of the laws involving the operation of an emergency vehicle.





Division of Administration and Finance



1098T Processing Timeline

Bursar calculates and reconciles qualified tuition

Bursar mails tuition tax statements to eligible students by January 31st

Bursar submits 1098T file to IRS by March 31st

The General Accounting Department is preparing for distribution tuition payment statements (1098T). Colleges and universities are required to issue 1098Ts for the purpose of determining a student's eligibility for education tax credits.



District Police Authority

Michigan Commission on Law Enforcement Standards

The District Police Authority command staff met with members of the Michigan Commission On Law Enforcement Standards sworn officers to discuss improving safety for students', faculty, and staff.



Professional Development

Lieutenant Keiara Younger and Corporal Leila Hachem recently attended Law Enforcement Information Network training held at Wyandotte Police Department.





Division of Administration and Finance

Deferred Maintenance



Campus and Classroom Readiness

The Facilities Team was faced with the challenging task of installing and powering more than 40 White Boards at the Eastern and Northwest campuses. The team is pleased to report the expedient completion of our White Board installation prior to the first day of classes for Spring 2018!

Division of Administration and Finance

Deferred Maintenance



Downriver Campus
Equipment Repairs

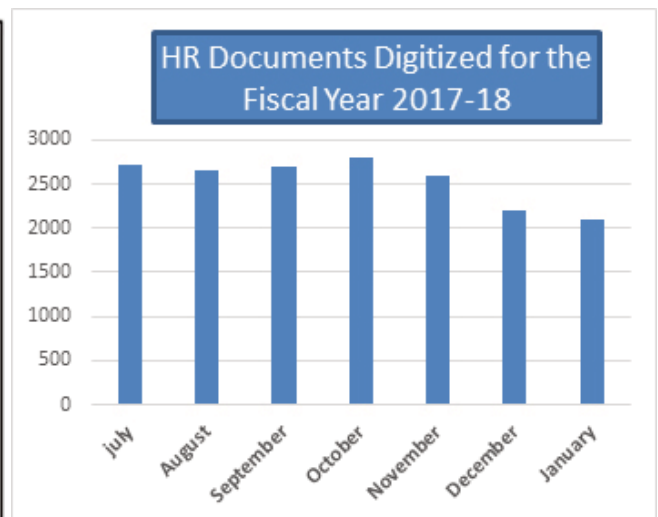
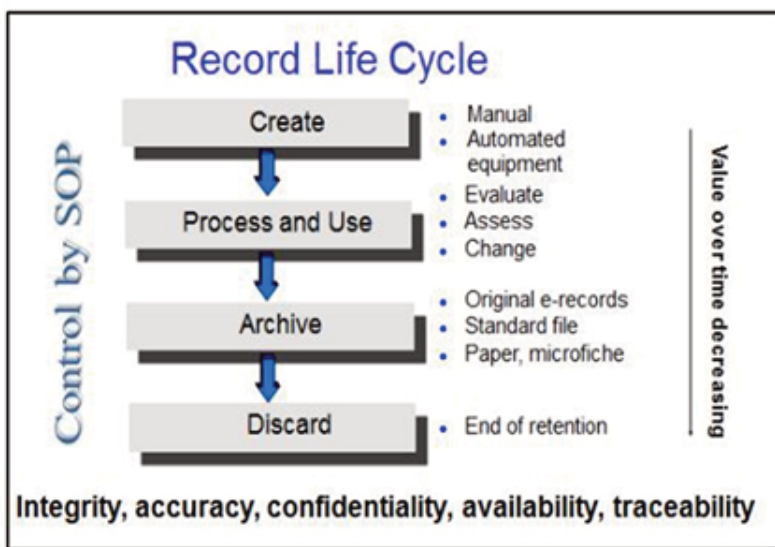


Division of Human Resources



Record Retention

The purpose of the District's Record Retention Policy is to store documents for a stated period of time and, once their usefulness has been achieved, to destroy these documents in a timely and efficient manner. The District is responsible for retaining documents in a safe and secure environment to ensure the basic values of accuracy, confidentiality, security, and proper archiving as well as proper document destruction once documents have served their purpose. The following graphs depict the life cycle of a typical document and an update from the Division of Human Resources:



A New Year: Don't Forget to Update Your Emergency Contacts

It is important for all staff and faculty to keep up-to-date emergency contact information on file at the District. For use in the event of a personal emergency, employees should provide name(s) and telephone numbers of person(s) to be contacted.

Updating your contact information is easy and takes only a few minutes in Web-gate:



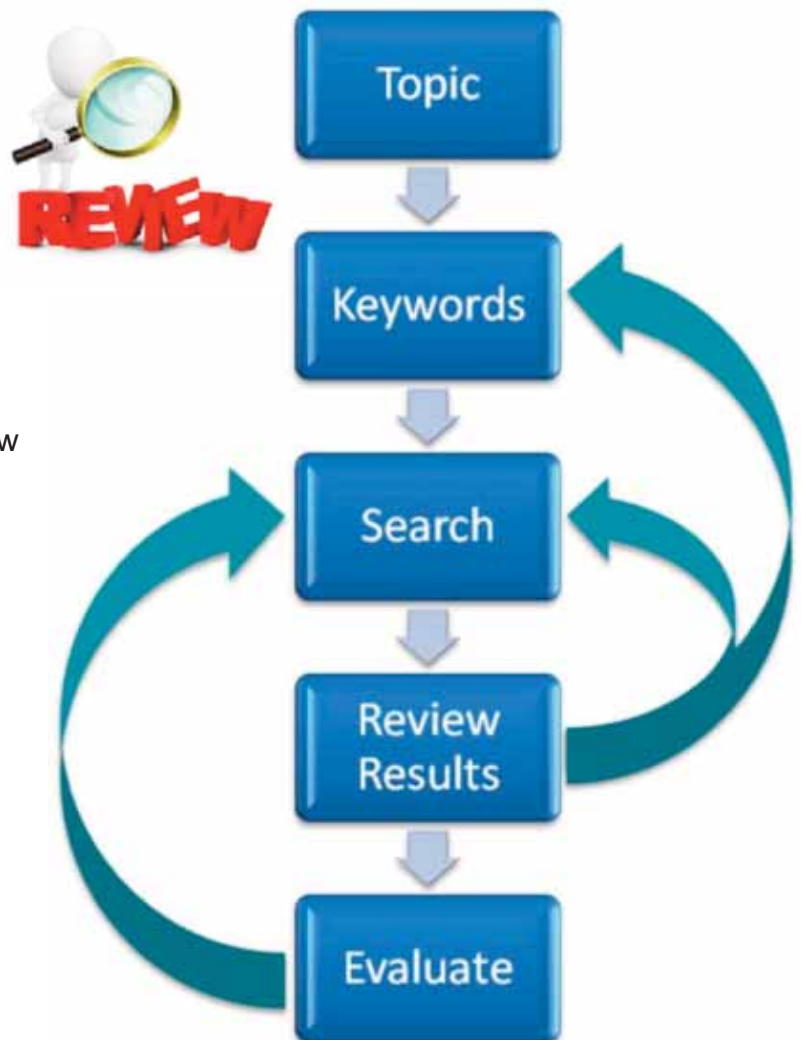
Office of Accountability and Transparency

Continuous Quality Improvement

Internal Audit Reviews and Process Testing

WCCCD continually works to advance District operational systems in order to enhance its processes and procedures. The Continuous Quality Improvement Audit Center supports this strategy by reviewing internal controls, best practice environmental scans, divisional reports, compliance practices, policy discussions and more. Current environmental scans have led the District to internal audit reviews and process testing such as:

- **Information Technology**
 - o System Controls and Access
 - o Acceptable Use Policy
- **Finance**
 - o Procurement
 - o District Assets Use Policy and log
- **HR & Administration**
 - o Policy Manual Review
 - o Leave Reporting Process and Review
 - o HR/Payroll Interface
- **Student Services**
 - o Dual Enrollment
 - o International Students
- **Financial Aid**
 - o R2T4 Compliance
- **Educational Affairs**
 - o Assignment Review





Video Management System (VMS) Project Update

The project at both the Downriver and Ted Scott campuses is now 98% complete! The Division of Information Technology (IT) VMS team, and the campus president office staff from each location, completed a walkthrough with the vendor to verify all updates made to the VMS systems as proposed.



Electronic Door Access Control System (EDACS) Project

The Division is kicking off the Electronic Door Access Control System Project with the selected vendor, Detection Systems. The Downriver Campus is the pilot site for EDACS expansion. The goal of the project is to replace the existing 35 door access control hardware devices with new hardware and expand the number of doors under electronic control.



Smart Technology Upgrade Project

Eastern Campus

- Wiring is 100% complete

Northwest Campus

- Smart projector installation is 80% complete
- Wiring is 50% complete





WCCCD's website had **4,949,557**
page views from
January 1 - December 31, 2017!

2017 Website Committee Accomplishments

Here is a list of some of the Website Committee's accomplishments during the past year:

- Year-end Bi-annual Website Review complete (December)
- Podcast 4 posted (December)
- Website header redesigned (November)
- Virtual tour updated (November)
- Location button and site map button launched (November)
- EPAC site updated (October)
- Fall 2017 50th Faculty Network Innovation projects added (September)
- SIM Lab page added (September)
- Podcast 2 and 3 posted (August)
- WCCCD 50th Anniversary video added (August)
- Ted Scott Campus updates completed throughout website (August)
- Campus direction map updated with Ted Scott Campus information (August)
- Community Resource Guide updated and added to Current Student page (May)
- Bi-Annual Website Review complete (May)
- Podcast page added (May)
- Contact Us Button and Directory updated (April)
- Virtual tour launched (April)
- SMART Program page launched (March)
- International Student video posted (March)
- Instagram and Heinz C. Prechter social media buttons added (January)
- Nursing page updated (January)

Completed Website Update Requests-362

Flyers Posted-84

Press Releases Added-10

Quality Assurance – Corrected Broken Links-398



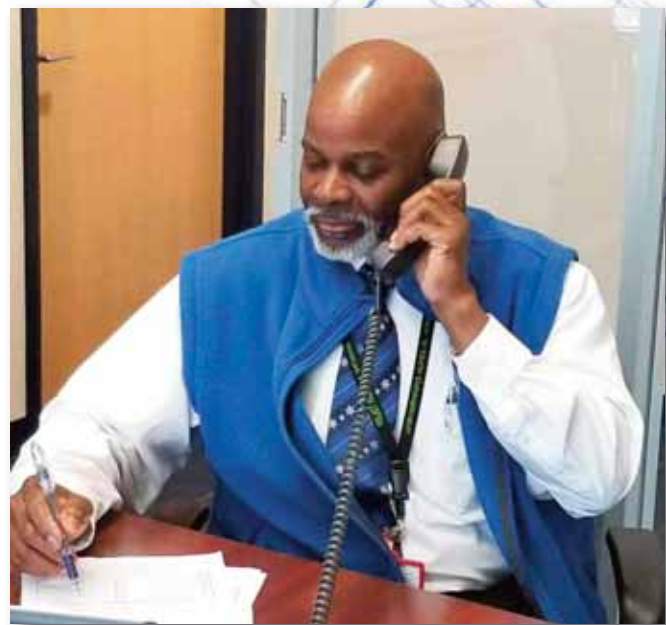
Experts advise to disable location services for apps unless they are required for the app to work. Many apps ask for permission to share your location. Hackers and others with malicious intent could use this information to compromise your online or physical security. Turn off location services for apps that do not require them to function. Source: <https://inspiredelearning.com/resource/security-awareness-tip-day/>



Information Technology Institute

Providing that Extra Customer Service!

Staff from the Information Technology Institute (ITI) contacted students who completed Fall 2017 CIS, CT and OIS courses to notify them of Spring 2018 class offerings within their programs. Also, ITI staff continuously respond to students who submit interest forms to answer various questions regarding programs.





MULTI-CAMPUS DISTRICT

Downriver Campus

Public Safety Programs Awarding of Certificates

The Downriver Campus hosted a ceremony as fire protection technology and emergency medical technology students were presented with Certificates of Completion and a MIPSE pin. Instructors from the programs were present to congratulate their students as they received their certificates.





MULTI-CAMPUS DISTRICT

Northwest Campus

Out of School Youth Program

The Out of School Youth Program started this week at the Northwest Campus. These students are completing either WCCCD's Phlebotomy Program or the Certified Nurse's Assistant Program in 12 weeks.



Open House 2018

The Northwest Campus staff held its first meeting of the year to prepare for the Annual Open House. They discussed workshops, career programs, interactive academic games, and tours of the campus including the Health Science Center.





MARY ELLEN STEMPLE
UNIVERSITY
CENTER



MULTI-CAMPUS DISTRICT

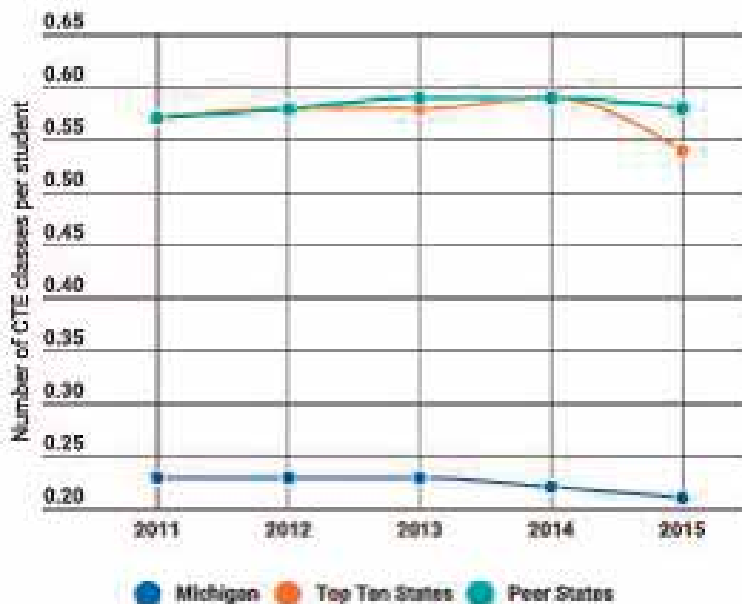
Ted Scott Campus



Early College

Romulus Early College students started their first class in the Certified Nurse Assistant Program.

Career & Technical Education Enrollment Trends



According to the Business Leaders for Michigan, newly released 2017 Economic Competitiveness Benchmarking Report, Michigan ranks 42 out of 50 states for career and technical education program enrollment for high school students. This is despite the growing job market in career and technical education in Michigan. WCCCD opens the pathway for high school students to enter a career and technical education program through dual enrollment and/or early college initiatives.



WCCCD in the Community



Staff attended the Charles H. Wright Museum's Dr. Martin Luther King, Jr. program featuring Dr. Robert Franklin. WCCCD was a co-sponsor.



Mike Dotson attended the Belleville Area Chamber of Commerce 2018 awards reception. WCCCD was recognized as the 2018 Business of the Year.



Michael Poole attended the Detroit Association of Realtors Annual Planning Meeting. Leadership training, professional development and other educational opportunities were discussed.



Intercultural Conversations



This week's conversation focused on Poverty Awareness Month. The group also celebrated Braille Day and Louis Braille's discovery that provided a means of access for the visually impaired. The interfaith dialogue focused on the celebration of Epiphany.

Spring 2018 Interfaith Reflection Topics



January

Maha Sakranti- Kite Day- Hindu

February

Ash Wednesday- Christian

March

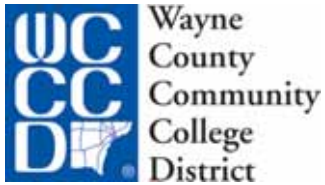
Purim- Jewish

April

Easter- Christian

Site visits are scheduled the fourth Thursday each month

Chancellor's Weekend Memo



Wayne
County
Community
College
District

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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



DOWNRIVER CAMPUS



DOWNTOWN CAMPUS



EASTERN CAMPUS



NORTHWEST CAMPUS



WESTERN CAMPUS

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One Vision, One District, One College