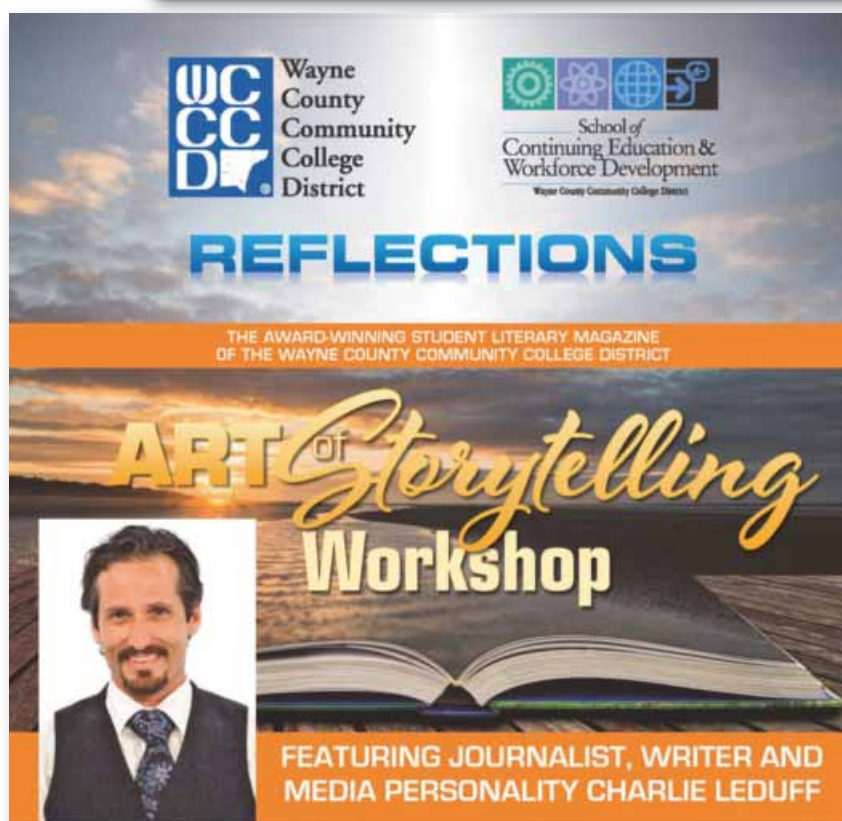


# Chancellor's Weekend Memo



November 25- December 4, 2020 Weekend Memo 1270

# REFLECTIONS



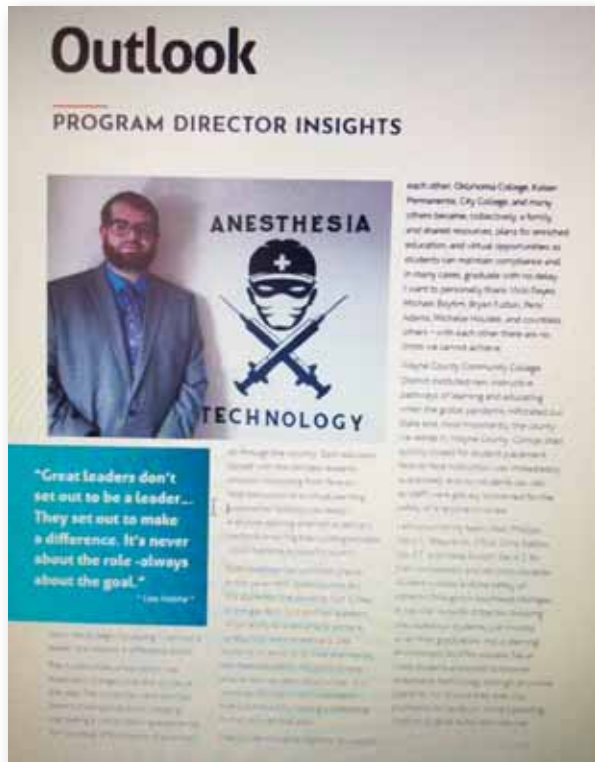
This week, the School of Continuing Education hosted members of WCCCD's Leadership Team for a Reflections "Art of Storytelling" virtual workshop featuring journalist, writer, and media personality Charlie LeDuff.



# IN THE N@WS



Marc McGaffic, Dean of Anesthesia Technology and our student Je'Suis Halton were featured in the Winter 2020 issue of *The Sensor* published by the American Society of Anesthesia Technologists and Technicians.



See page 15 for Marc McGaffic



See page 17 for Je'Suis Halton



## COVID-19 Special Unit Taskforce



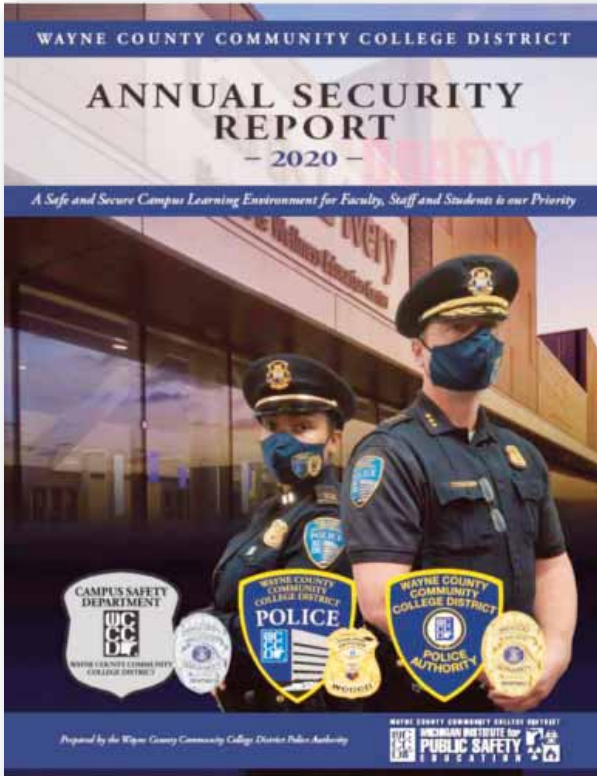
Across the country, higher education institutions are bracing for the impact of cuts in forthcoming state budgets due primarily to the COVID-19 pandemic. Simultaneously, institutions have experienced significant increases in costs associated with COVID-19 in areas such as cleaning supplies and personal protective equipment, along with the impact of pivoting to remote activities. Many institutions have discussed or implemented saving strategies ranging from reduction in staff to decreasing the number of available services and course offerings. One of the effective common themes discussed among institutions is the importance of staff maintaining service standards in a remote environment while containing cost. The District's New Day, New Way Initiative has embraced the challenge of maintaining operational excellence.



Staff at the Mary Ellen Stempfle University Center-Center for Learning Technology met to review COVID-19 procedures.



# District Police Authority



As announced by the U.S. Department of Education on July 10, 2020, the date for institutions to distribute their Annual Security Reports (ASRs) has been extended to December 31, 2020.

## Online Holiday Shopping Safety Tips

- Do not buy from unfamiliar retailers without confirming it is a legitimate or secured website.
- Do not save your credit card information on your accounts. If a hacker accesses your favorite shopping account, it could then be easier for them to make fraudulent purchases with the credit card information you have saved in that account.
- Avoid using public Wi-Fi when making purchases online.
- Avoid "special offer" holiday shopping scam emails.
- Use strong passwords and a password manager for your accounts.
- After purchasing gifts, keep an eye on all your accounts and bank statements.
- Ship your items to a secure location. If no one is home to accept a package, consider shipping to your office or another safe place.







The Website Committee continues to work with the leadership team to ensure the website provides timely and relevant information. During the month of November 2020, the committee completed 43 website update requests. Recently, updates were also made to the Learning Resource Center pages which include the addition of a new image on the main page to promote access to “24/7 Online Library Resources.”

For more information, please visit:  
[http://www.wccd.edu/dept/learning\\_resource\\_center.htm](http://www.wccd.edu/dept/learning_resource_center.htm)



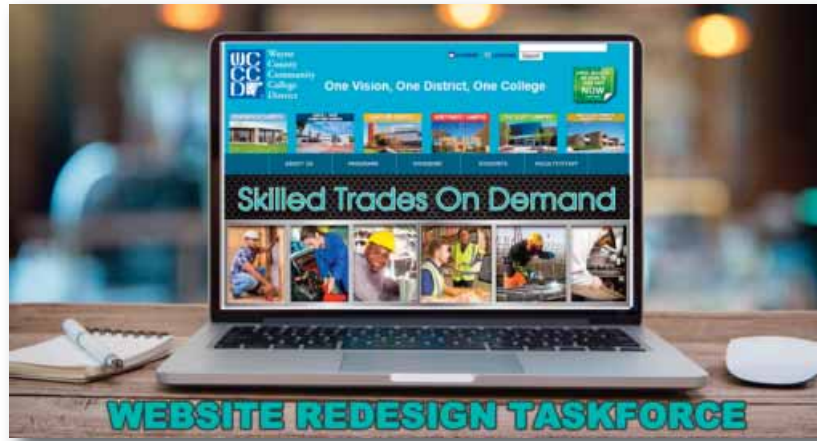
## November 2020 Analytics

- Top 10 most views pages**
- Homepage
  - Distance Learning New Students
  - Faculty and Staff Resources
  - Distance Learning Academic Programs
  - Blackboard FAQs
  - Nursing
  - Student Email
  - Academic Schedule
  - Northwest Campus

The website had visitors from 100 different countries. The top five were:

- United States
- Canada
- India
- China
- Nigeria

- Page views – 276,940
- Returning Visitors – 35.7%
- New Visitors – 64.3%



The Website Redesign Taskforce participated in a content matrix training workshop with Stamats, our website design partner. The content matrix is a tool to manage the migration of content from the current site to the new website. The content matrix will also be used to identify where content needs to be created, optimized, or consolidated.



# Division of Human Resources



## Human Resources: Focus on Self Audit

In preparation for the 2020 calendar year-end close, the Division of Human Resources is currently conducting the following reconciliations and audits by systematically reviewing, assessing, documenting, reporting, and submitting reports:

- Family First Coronavirus Response Act (FFCRA) Time and Leave Audit
- Employee Assignment Verification
- Reconciliation of Performance Appraisal Systems
- Outside Employment Verification
- Health Benefits Audit
- Time and Leave Usage Audit



### Conversation with Chief Human Resources Officers

Furquan Ahmed, Senior Vice Chancellor met virtually with numerous chief human resources officers across the nation to discuss the challenges and opportunities during the COVID-19 pandemic.



## Meeting with Faculty Leadership



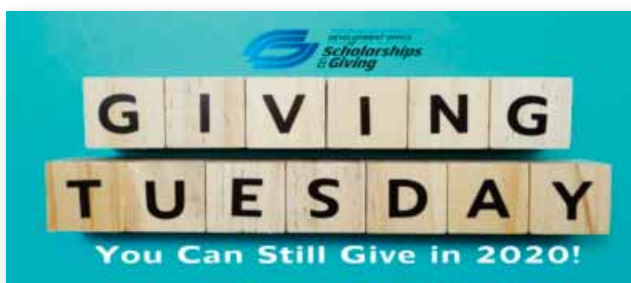




# The School of Continuing Education

## Spring 2021 Semester Continuing Education Planning and Preparation

In preparation for the Spring 2021 semester, the School of Continuing Education reviewed and discussed continuing education program evaluations. This preparation is essential to ensuring quality programs and instruction as well as meeting the learning needs of the community.



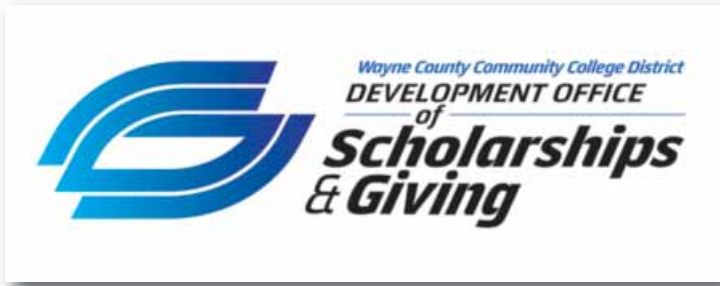
***It's Never Too Late to  
Support Student Success!***  
Your donation makes a difference!

The donations raised will help WCCCD students to further their educational journey and create scholarships so they can fulfil their academic dreams.

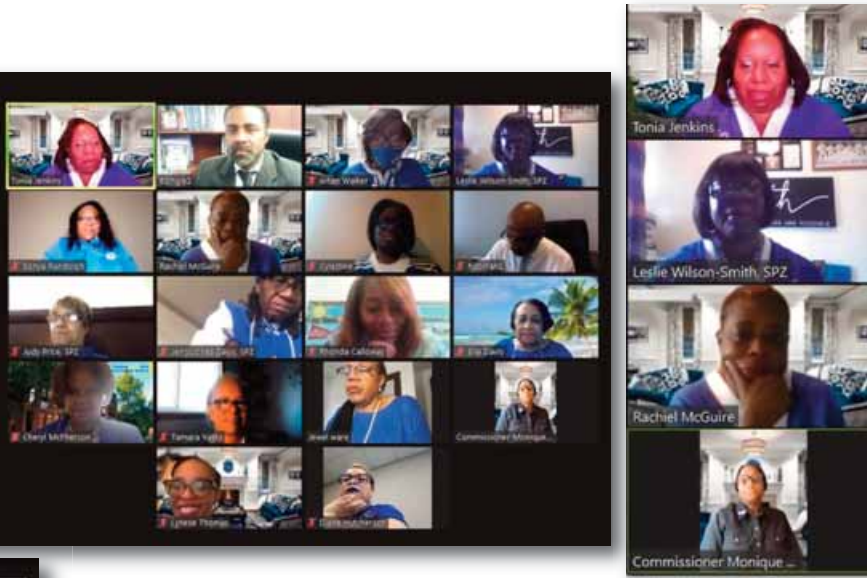
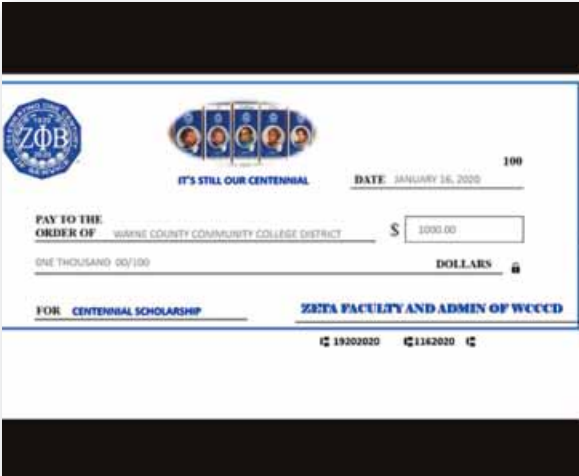


**DONATE TODAY AT:** [www.wccd.edu/about/scholarship\\_committee\\_donatetoday.htm](http://www.wccd.edu/about/scholarship_committee_donatetoday.htm)

One Vision, One District, One College



The WCCCD faculty and staff members of Zeta Phi Beta Sorority Inc. presented the college with a scholarship for students in honor of their Centennial celebration. The WCCCD faculty and staff held a virtual program with invited guests and elected officials to present the scholarship, discuss the occasion, reflections of the college from alumni, and to celebrate to culmination of the Centennial.





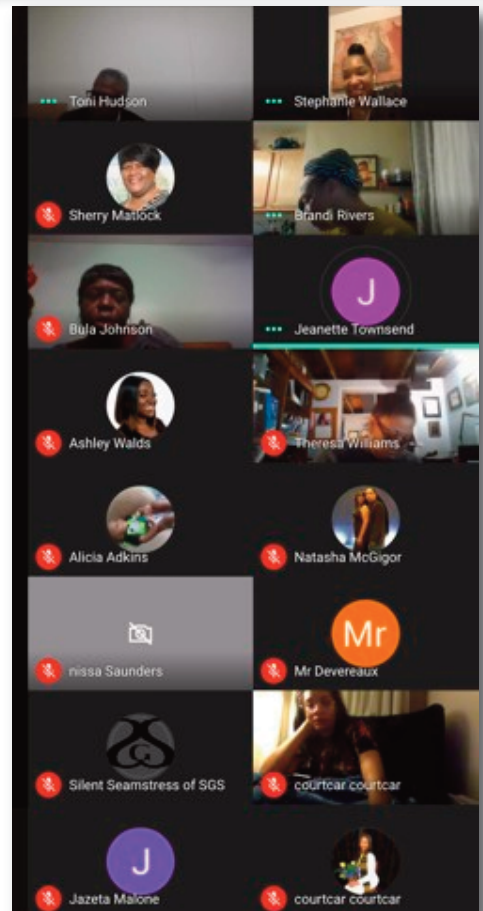


# Talent and Economic Development

WCCCD, in partnership with the City of Detroit Entrepreneurship Training Program, completed Cohort 1 training. Here are some testimonials from the program:



The entrepreneurship training team met to discuss strategies for Cohort 2.



Students in the Detroit at Work Entrepreneurship Training Program.



# Virtual Global Automotive Summit 2020



**John Graves**



Chairman John Graves and Founder Rev. Jesse Jackson thanked Chancellor Curtis Ivery and Senior Vice Chancellor Furquan Ahmed for the college's partnership and leadership at the Global Automotive Summit 2020.



**PANELIST**  
Ken Harris, Ph.D.  
President and CEO, National Business League, Inc.

**PANELIST**  
Adrienne Trimble  
President and CEO, National Minority Supplier Development Council

**PANELIST**  
Damon Lester  
President, National Association of Minority Automobile Dealers

**MODERATOR**  
Damon Autry  
Writer, Researcher, Diversity and Inclusion Consultant



**Ken Barret**  
Global Chief Diversity Officer  
General Motors

**Lottie Holland**  
Head of Talent Acquisition, Diversity, Inclusion and Engagement  
GEA North America

**Yvette Hunsicker**  
Vice President of the Office of Inclusion and Diversity  
Merck North America

**MODERATOR**  
Damon Autry  
Writer, Researcher, Diversity and Inclusion Consultant



**Shilpan Amin**  
VP, Global Purchasing and Supply Chain  
Ford Motor Company

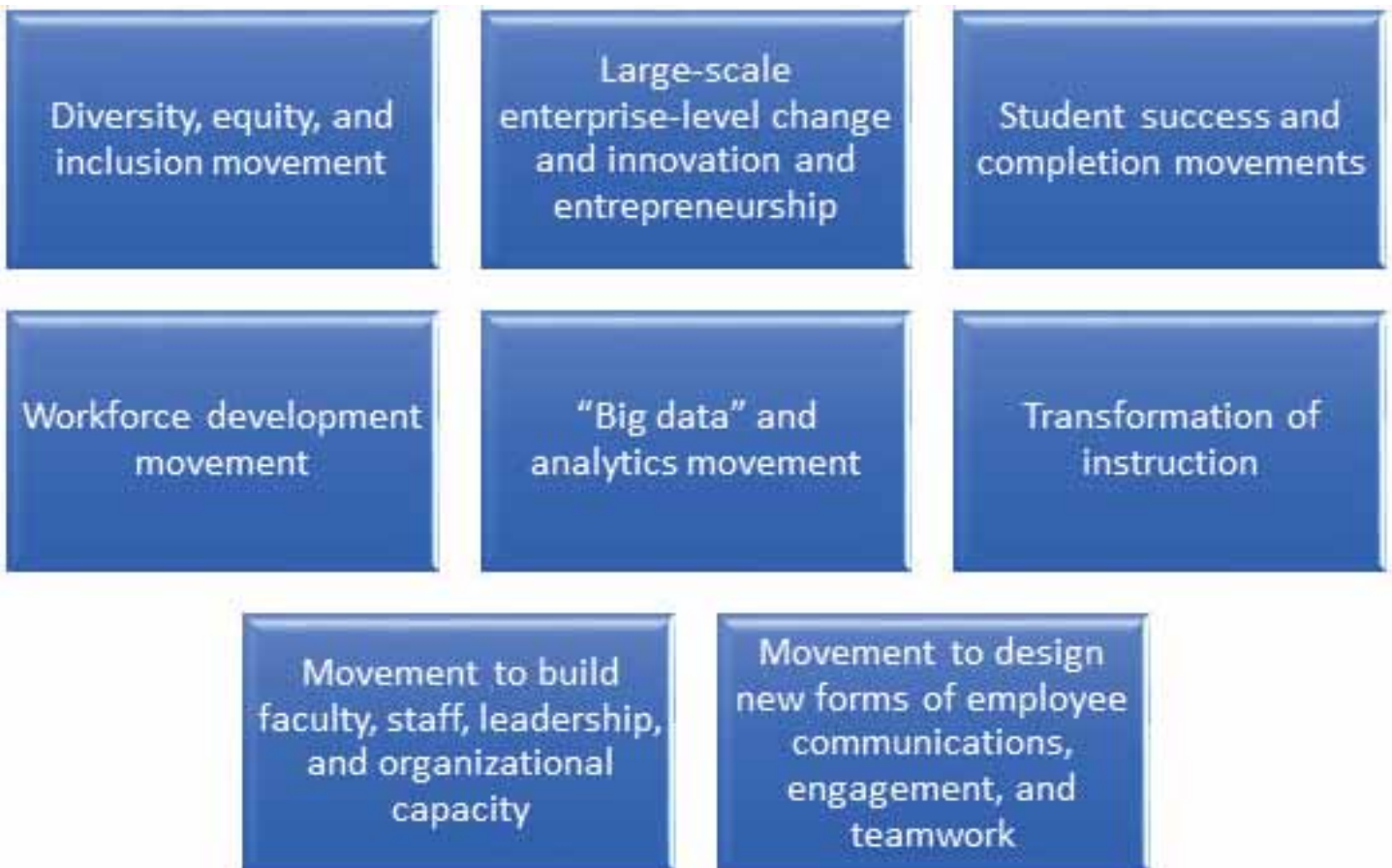
**Jonathan Jennings**  
VP, Global Commodity and Supplier Technical Assistance  
Ford Motor Company

**Robert Young**  
Group VP, Purchasing, Supplier Engineering Development and Cost Planning  
Ford Motor Company

**MODERATOR**  
Ralph G. Moore  
President  
Ralph G. Moore & Associates



Pathways to the Future IV provides an organizing framework for WCCCD’s continuing transformation during the next five years (2021-25). Pathways IV envisions large-scale, District-level and cross-functional initiatives that will shape WCCCD’s future and guide decisions on redesign initiatives. Listed below are some of the major national community college trends and best practices as the WCCCD faculty and staff contemplate the post-COVID-19 era.



*The purpose of the Design Center of WCCCD is to facilitate, support, and advocate redesign and improvement projects that expedite the achievement of WCCCD’s mission, vision, and strategic goals.*



# Michigan Institute for Public Safety Education



## Dearborn Heights Fire Department Pump Operator Training



# Congratulations!

WCCCD has received a certificate of approval for our Emergency Medical Services Program.



# Division of Student Services



## Student Executive Council Food Drive



The team is preparing for another “Friday Drive-by” Food Drive. The food drive has been successful in helping fight hunger in the local community.

## Ceremonies and Rituals

The Ceremony and Rituals Committee wrapped up final plans for next weeks Allied Health Pinning with a special focus on saluting our heroes in the health sciences.



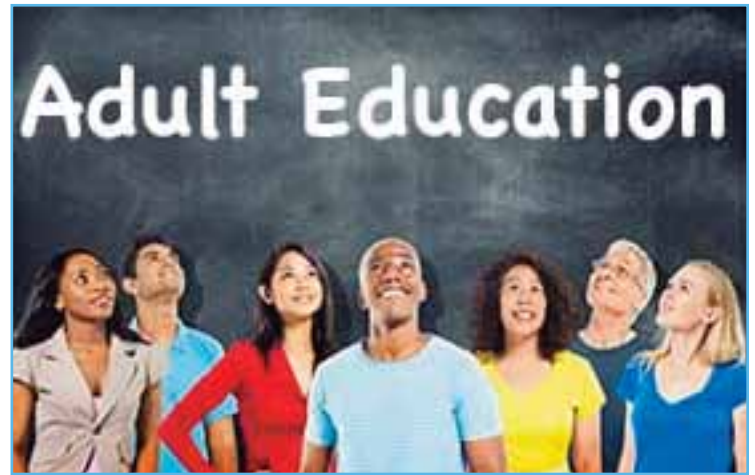
## Student Success at WCCCD



## Career Planning and Placement



# Division of Student Services



WCCCD is proud to support the Futures for Frontliners Program. This program is funded by the Governor's Emergency Fund, as part of the CARES Act, to allow frontline workers to earn a college degree.

Staff participated in a phone conference with Michigan Association of Community and Adult Education. The focus of the meeting was to ensure that outreach efforts to individuals that may be eligible for Futures for Frontliners are not duplicated.

## International Programs



Staff are reviewing the Spring 2021 application process for new international and guest students.

## Records



Staff are reviewing year-end dual enrollment reports.



*Strategic  
Goal  
No. 3*  
**Development  
of  
Institutional  
Resources**

***Kim DiCaro, WCCCD Deputy Chancellor/CFO***

The District's comprehensive Capital Improvement Program and Pathways Initiative have allowed the District's campus locations to be transformed. A commitment to deferred maintenance is necessary to ensure that all of our locations are conducive to learning and growth, and reflect the world-class nature of our programming and facilities.



Ted Scott Campus/Boiler Tube Welding

Our Facilities Department has a mandate to place the safety and environmental comfort of our students and staff as an immediate priority. Therefore, each heating season we perform maintenance on our entire heating system apparatus District-wide.

In the effort to maintain consistency and exceed all established metrics of excellence, our Executive Team is continually planning for upgrades to our facilities. This proactive and dynamic process affords us the opportunity to expediently improve all aging building assets.



Downriver Campus/Auto Bay Dynamometer Removal to Enlarge Instruction Area.

# Facilities Maintenance ~ District-wide





# Custodial Services Management



- Green Products Solution
- Health-based Sanitization
- Floor Stripping and Restoring
- Cleansing and Sanitization
- Restoration
- Quality Control Counter Measures



# Division of Administration and Finance



The Michigan Community College Data Inventory collections is a web-based Michigan Postsecondary Data Inventory (MPDI) application. Each year, the State of Michigan requires all institutions of higher education to submit institutional data to the Center for Educational Performance and Information (CEPI) through MPDI. The data provide a historical record of financial events and instructional activity, providing meaningful information for comparative measurements for a variety of purposes by management, Board of Trustees, the Michigan Legislature, granting agencies, funding agencies, and representatives of the public.

This week, the Division of Administration and Finance worked in collaboration with the Divisions of Student Services, Human Resources, and Institutional Effectiveness to successfully collect and submit the following MPDI reports as of 12/01/2020.

- Revenue and Appropriations, Valuation and Millage
- Expenditures (IE: Instruction, Instructional Support, Information Technology, Public Service, Financial Aid, Physical Plant, Energy, and Campus Security)
- Enrollment
- Employee FTE
- Federal, State, and Institutional Financial Aid



# Division of Educational Affairs



## Virtual Nursing Faculty Selection for Spring 2021



# Featuring WCCCD's Surgical Technology and Dental Programs





## The Voice of Faculty Excellence

As the Vice Chancellor of the Division of Educational Affairs and my enduring commitment to the faculty and their learning environments, it is my pleasure to present to you “The Voice of Faculty Excellence.” ~ Dr. David Beaumont

### Mildred Gaddis



#### Instruction

- ❖ 7 years teaching, and over 15 years of involvement, with WCCCD
- ❖ Full-time instructor for Radio/Television, Speech, and Digital Media Production courses.

#### Education

- ❖ Dual Bachelor of Arts Degree in Journalism/Broadcast Communications at Texas Southern University
- ❖ Studied Public Law at Missouri University at St. Louis

#### Professional Experience

- ❖ 45 years as a Broadcast Journalist
- ❖ News/talk show host of The Mildred Gaddis Show on WDMK/105.9 FM

Mildred Gaddis has an esteemed career as a broadcast journalist. She is also dedicated to positively impacting students by teaching her craft. Ms. Gaddis states, “Knowledge is the currency of the 21st century. Bill Gates warned us at the beginning of this century that the retraining of America would be this country's largest expenditure.”

“We have always known that education is the passport to a quality life in America. Teaching affords one the opportunity to impact the lives of students in a way that very few avocations do. Students enter school for various reasons. Our responsibility is to ignite within them a desire and passion to pursue and conquer their dreams and goals. When there are no dreams or goals, we must guide them to a new reality that is worth chasing!”

When Ms. Gaddis is not hosting her morning radio show on Sunday mornings or instructing students at WCCCD, she enjoys traveling and reading in her leisure time.

# Division of Educational Affairs

## Career Programs

The Computer Information Systems Program is a gateway to viable employment in the computer technology industry. Karow Gordon and CharMaine Hines met to discuss current efforts in contacting faculty and communicating to students courses offered for the Spring 2021.



## Learning Resource Centers

“LRC Updates” have been completed and are now available on our website!



Health Science Resource Center  
Added to Locations-  
Health Science Resource Center



Email access for LRC staff



Faculty Services page updated:  
[http://www.wccd.edu/dept/learning\\_resource\\_center\\_faculty.htm](http://www.wccd.edu/dept/learning_resource_center_faculty.htm)



Library Services updated to include Virtual Services:  
[http://www.wccd.edu/dept/learning\\_resource\\_center\\_services.htm](http://www.wccd.edu/dept/learning_resource_center_services.htm)



# DIVERSITY & INCLUSION

## Virtual Intercultural Conversations

This week we celebrated American English Heritage. We discussed the lives of industrialists Henry Ford and Edward Ford. Professor Bruce Ewen presented on Human Rights Day, the 10th amendment to the Constitution and how the Iroquois Great Law of Peace Shaped U.S. Democracy.



The team in the “New Day, New Way” Call Center is working hard to ensure we respond to all incoming calls with the highest level of customer service.







## Division of Institutional Effectiveness Study Abroad

The Division of Institutional Effectiveness (IE) conducts local research to assist the District with improving the programs and services offered to students. According to the report entitled "Developing a Globally Competitive Workforce Through Study Abroad," by NAFSA and EMSI "students acquire and develop skills during their study abroad experiences that are valued by employers." NAFSA is the Association of International Educators and has partnered with EMSI a jobs outlook provider to produce the report. Below you will read some interesting findings from this report:



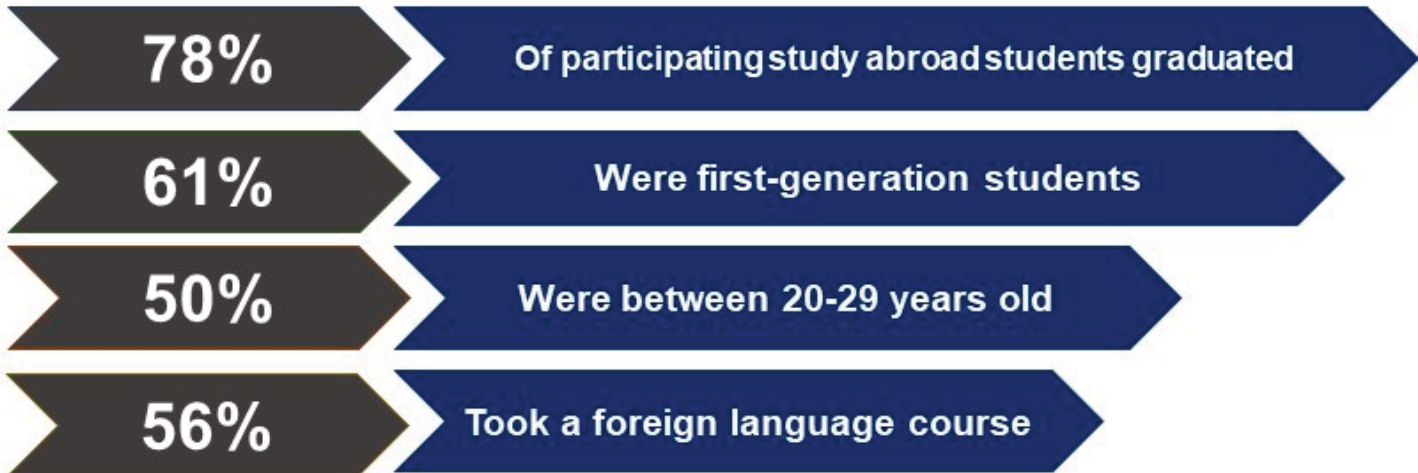
According to NAFSA "Only 10% of students study abroad before they graduate; meaning only 10% enter the workforce global skills and global experiences that will position them for success in a global economy.:"



Source: <https://www.nafsa.org/sites/default/files/media/document/developing-globally-competitive-workforce.pdf>



### Sample Data Points from WCCCD's Study Abroad Program:



Source: WCCCD 2019 Study Abroad Research Report

## DR. RANDALL MILLER SHARES LEADERSHIP THOUGHTS WITH EXECUTIVE TEAM



### Problem Solving as the Quickest Way to Leadership

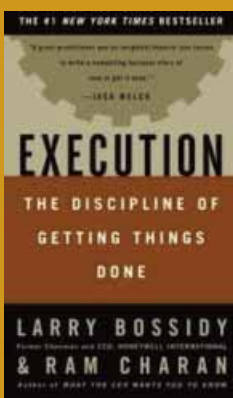
My third installment of leadership tips from John Maxwell's book, *Developing the Leader Within You 2.0*, includes a summary of Chapter 5, "The Quickest Way to Gain Leadership: Problem Solving."

Regarding problem solving as the quickest way to gain leadership, Maxwell emphasizes the importance of viewing what others see as problems or distractions as opportunities to grow and puzzles to solve. Demonstrating a "patience-persistence mind-set" teaches you not to give up and to look both at the immediate problem and to also see the puzzle of the big picture. This requires mental agility as you develop the wisdom to become a better problem solver and to believe there is always an answer.

It is most important to get a clear picture of the problem, and, as J.P. Morgan asserted, "no problem can be solved until it is reduced to some simple form." It is also essential to listen, to determine what questions you need to ask yourself, and to develop an action plan that defines the appropriate steps towards a solution. Creating a framework to examine problems and solutions and being sure to keep your eye on the goal will go a long way towards becoming a good problem solver.

Handling problems well makes us better leaders and it builds confidence. Making mistakes along the way is to be expected, and good leaders learn from those mistakes and use them as stepping stones to success. You can minimize mistakes by determining who knows the most about the problem and who wants to tackle it.

Encouraging people to openly assist in problem solving requires getting rid of silos and creating an environment where the best idea wins. Great leaders are great coaches who work to bring out the best in others and help them discover their potential. These steps will result in better teamwork, more and better problem solvers, and a stronger organization.



### Book Recommendation

#### Execution

Written by Larry Bossidy  
and Ram Charan



# Curtis L. Ivery Downtown Campus



**Student  
Success**



# Downriver Campus



**Student  
Success**





# Eastern Campus

## Office of Instruction

Tynisha McGee, Professor Eujay Peterson, and Michelle White reviewed instructional supply requests for the Spring 2021 HVAC classes.



### Student Success

Isiah Pauling assisted students without internet access with assignments using LRC technology resources.

# Northwest Campus



## Student Success



## Michigan Department of Health and Human Services

WCCCD has partnered with the Michigan Department of Health and Human Services (MSHHS) to provide a walk-in Flu Vaccination Clinic during the month of December at the Northwest Campus.



# Ted Scott Campus



Staff Meeting

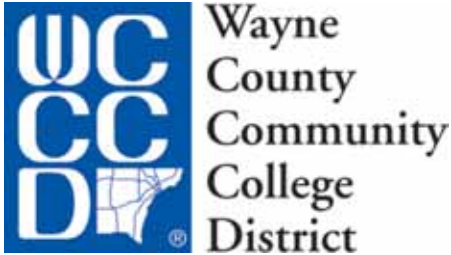


Spring 2021 Planning Meeting



Student Success

# Chancellor's Weekend Memo



**EDITOR:** Julie Figlioli

## **CONTRIBUTING EDITORS**

David C. Butty  
Carolyn Carter  
Aracely Hernandez  
Tameka Mongo  
Priscilla Rodgers  
Susan Wiley



## **Mission**

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

## **Vision Statement**

WCCCD will be known as a premier community college and innovator in the areas of high quality academic and career education, talent development in support of regional economic growth, diversity and inclusion, and technological advancement.

## **WCCCD's Values Statements:**

- Supporting excellence in teaching and learning
- Honoring diversity
- Serving the common good
- Being accountable
- Operating with integrity

