



# Wayne County Community College District

## District Office

801 W. Fort Street  
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(313) 496-2345  
(313) 961-1630 fax

**Educational Affairs**

Dear WCCCD Faculty Community,

Effective Monday, March 23, 2020, for the well-being of our District community as a result of the coronavirus (COVID-19), all Wayne County Community College District (WCCCD) face-to-face courses are transitioning to an 'Alternative Instruction Model'. Online classes will continue as usual. As an Instructor, you are asked to reach out to students on how your individual classes will be conducted, no later than Sunday, March 22, 2020. Information regarding lab courses will be provided in the near future.

### **Alternative Instruction Model:**

- Email
- Telephone
- Remote Office Hours
- Teleconference / Video conference
- Smarthinking (*online tutoring*)
- Webinars

To assist, the District is redeploying its District Operational Excellence Command Center (DOECC) as a resource for both faculty and students' questions. Please contact the DOECC at 1-844-245-0358 for assistance in teaching and learning while operating remotely from face-to-face classroom instruction. All calls will be responded to within 24 business hours.

### **District Resources include:**

- Student Success Liaisons to assist unique faculty needs;
- WCCCD email access verification;
- Web-Gate assist; Access student rosters for student emails and phone contact numbers;

The DOECC will be staffed:

- This week, Wednesday-Thursday, March 18-19; 9:00a.m. – 5:00p.m.;
  - o Friday from 9:00a.m. – 4:30p.m.; and Saturday from 8:30a.m. -3:00p.m.
- March 23, 2020 *until further notice*; Monday – Thursday from 8:00a.m. – 6:00p.m.;
  - o Friday from 9:00a.m. – 4:30p.m.; and Saturday TBD

As we continue to follow the guidance of all national, state and local governments, we will continue to keep you informed on developments to maintaining instructional quality.

**CharMaine Hines, Ed.S**  
**Vice Chancellor, Academic**  
**Accountability and Policy**

**Patrick J. McNally, Ed.D.**  
**Vice Chancellor, Curriculum**  
**and Distance Learning**