

WEEKEND MEMO

Number 349

To: WCCCD Board of Trustees

From: Dr. Curtis L. Ivery

Date: September 13, 2002

Dr. Warren Dodson, Dr. Bernadette Spencer, Christina Munson, Marcus McGrew, Mike Dotson, Clayton Fritz, Dr. Jacqueline Hodges, Mohamed Mirza, Edward Blackburn and Richard Woolfolk met with representatives from the U.S. Department of Education, Federal Student Aid Division on Tuesday and Wednesday for a Technical Assistance Visit. It was a very successful visit and the District's Financial Aid Program is performing extremely well. There is always room for improvement and this department works diligently to maintain a Continuous Quality Improvement focus. The Technical Assistance Visit is a Continuous Quality Improvement effort by the Department of Education and serves as a vehicle to alert colleges and universities participating in the Title IV Federal Aid Programs of areas where improvements might be made. All aspects of the Financial Aid Delivery process were reviewed and discussed

The Student Guide to Financial Aid will be used by the Department of Education as a model for other colleges and universities. WCCCD was commended for its Policy and Procedures Manual, the Financial Aid Production Schedule and its creativity in meeting the needs of WCCCD students through the implementation of the Tentative Financial Aid Award Agreement. It should be noted that the visiting team stated that the utilization of a production schedule in Financial Aid is something that they rarely see at other colleges and universities that they visit.

The District will receive a written summary of the Technical Assistance Visit's findings and recommendations in approximately two weeks. The team was particularly impressed with the fact that the District has made an effort to comply with the Federal mandate of electronic processing. It is our intent to be 100% electronic by the 2004-5 academic year since they are moving to a paperless process.

On Thursday morning, we held the first meeting of the new Pathways Transition Team. The leaders at all major areas of administrative leadership are members of this team. The purpose of the Pathways Transition Team is to involve all District leaders, including the campus presidents, in dialogue regarding the major future-shaping initiatives of WCCCD.

We have designated Thursday of each week as “Pathways Day,” indicating to our leadership team that we will focus on operational excellence on other days, and put more emphasis on strategic assignments later in the week. One of our objectives is to make Pathways assignments to all members of the leadership team, whereby spreading the workload and maintaining a balance between operational and strategic assignments.

While we look forward to addressing a number of strategic challenges, I emphasized three priorities at the Thursday Pathways meeting:

1. Working toward decisions regarding major facility and site development decisions by December 2002. I expect that by January we will have decided on future program and service directions that have space implications, made decisions on the specific major facility and site projects to be undertaken on each campus, and selected an architect for each project. At that stage, the design work on these projects can begin. We may undertake one or more projects on an expedited basis.
2. Developing a new model for career education with an emphasis on advanced technology education. I see a special opportunity for progress in this area in the Western and Downriver areas.
3. Upgrading our planning cycles. We now have the staff needed to upgrade our annual and strategic planning processes.

As of Monday, 1,579 students enrolled in Distance Learning Academic Courses as follows:

Distance Learning Course Type	Total Enrollment	Percent of Distance Learning Total
Telecourses	773	48.9%
Internet	486	30.8%
ITV	217	13.7%
E-Learning	103	6.6%
Total	1,579	

This is approximately a 35% increase in enrollment as compared to the Spring 2002 semester with increases in each category especially in ITV (Interactive Television) courses with the implementation of the new technology. As of Tuesday, training and procedures were completed for the 1,579 students and their faculty on setting up accounts and using BlackBoard software for Telecourses, Internet, ITV and e-Learning courses to improve communication among students and between students and faculty. The total number of students using BlackBoard for the Fall 2002 semester was approximately a 300% increase in the use of this software, as compared to the Spring 2002 semester. Students have responded favorably and a number have commented that they feel WCCCD has "raised the technology bar" to their benefit.

As of Monday, the total student enrollment for academic classes at the Lutheran High East extension center was 194. This is approximately a 400% increase compared to the Spring 2002 semester. Reasons for this increase can be attributed to the implementation of Nursing and Business courses to support those degrees as well as the addition of a third Interactive Television classroom.

We are very excited about the positive article published in the Detroit News. The article focused on our enrollment increase and the tremendous response we are receiving regarding our marketing.

Educational Affairs- Dr. Joann Pieronek, Vice Chancellor

- On Tuesday, James Flaherty met with DALNET Project Managers for a demonstration of the new Public Access Catalog (PAC) and to discuss preparations for the new PAC as well as the new version of Library software and Z-Link.
- As of Wednesday, computers, student and faculty Internet access as well as the 7 foot screen technology were completed for the Interactive Television (ITV) rooms at the Eastern, Northwest and Lutheran Campuses as well as on the first floor of the Administration Building to support Corporate training. My thanks to the Computer Lab Coordinators at these campuses as well as to the Distance Learning staff for their efforts during the past several weeks.

Workforce and Economic Development- Dr. Mary Smith, Vice Chancellor for Workforce Development and Career Programs

- On Tuesday, Faith Polk met with Dorothy Quinn, District Manager with Michigan Rehabilitation Services (MRS) to discuss possible collaboration and referral relationship in order to expand MRS funded services and resources to students.
- Also on Tuesday, Dr. Mary Smith, Dr. Nancy Higgins, Faith Polk, Ethel Cronk and Lorraine Dragun met with Steve Wing and associates from CVS to further enhance the working relationship between the District and CVS. Discussion centered on partnerships with local school districts, continuing education needs for CVS employees, District Allied Health students, and pharmacy professionals, customized training needs, and marketing strategies.
- On Wednesday, Faith Polk met with Kim Chapman, Manager of Probation for 36th District Court to review a contractual relationship designed to offer computer training to selected participants.
- On Friday, Dr. Nancy Higgins attended the out Wayne County Tech Prep Steering Committee meeting.

Downtown Campus- Dr. Jacqueline Hodges, Dean of Enrollment and Student Services

- On Saturday, September 7, the Phi Theta Kappa student group held its third annual picnic as part of welcome week activities. The activity was well attended by students and their families.

- On Tuesday, the Downtown Campus hosted the Detroit Police Department Commander's breakfast meeting.

Downriver Campus- Dr. Randall Miller, Campus President

- On Tuesday, Dr. Miller met with Donald Potter, President of the Southeast Michigan Health and Hospital Council to discuss partnering opportunities.
- On Thursday, the Downriver Campus hosted "A Night of Interfaith Dialogue", a discussion forum to share information about religious beliefs.
- On Thursday, Muna Khoury represented the District in the Downriver community "Turn Off the Violence" event.
- Also on Thursday, Dr. Nick Fleezanis met with representatives from the National Steel Corporation, Great Lakes Operations regarding training and co-op opportunities for students.

Eastern Campus- Dr. George Swan, Campus President

- On Saturday, September 7, Donnell Mason met with the local advisory council of the Tavis Smiley Foundation to discuss youth leadership development.
- On Wednesday, Pamela Broaden presented a 9/11 ceremony to remember the victims and tragedy. Approximately 200 people were in attendance. Students and faculty presented tributes.
- Also on Wednesday, Donnell Mason met with District Executives from the Boy Scouts of America to discuss adult leadership training.
- On Friday, Donnell Mason met with Catholic Youth Organization to discuss leadership development project.

Northwest Campus- Dr. Hattie Johnson-Norris, Campus President

- On Tuesday, Dr. Johnson-Norris and Kathie House met with representatives from the Joy Community Association, a neighborhood organization representing Joy and Greenfield Roads. The meeting focused on a possible partnership to offer an after school program for students in the Joy-Greenfield neighborhood.
- On Thursday, Dr. Johnson-Norris met with Mrs. Harvey McKinney to discuss offering a jazz music workshop and concert finale at the Northwest Campus.

Western Campus- Dr. Marjorie Oliver, Campus President

- On Monday, Frank Romba met with Milt Bryant, Owner of Diesel Repair Specialist, Inc. to discuss fieldwork experience for HEM students.

- On Tuesday, Dr. Oliver was sworn in as a member of the VanBuren Township Local Development Financing Authority to oversee the Visteon project. Dr. Oliver was elected secretary of the Financing Authority.
- Also on Tuesday, Dr. Oliver met with Theresa Moore from “Adopt-a-Child Size”. Last year, the Western Campus adopted two children through this organization and we hope to raise enough money through the Halloween party to do the same this year.
- On Wednesday, Dr. Oliver met with representatives of Campbell and Company to discuss the development of promotional materials for the Western Campus career programs.
