

CHANCELLOR'S WEEKEND MEMO

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In just a matter of days, the future of Michigan and United States has changed. Michigan Governor Jennifer Granholm was re-elected by a wide margin, over challenger Dick DeVos. The majority in the Michigan House will be in the hands of Democrats in the 2007-2008 legislative session for the first time in eight years. Looking to the future, community colleges across the state will plan to work with the new legislators and of course with the Governor, who has been a great supporter of two-year institutions. We must work together in ensuring that anyone who wants an education can receive it.

We are pleased to announce the election of a new trustee Vernon Allen, who is a retired deputy city clerk for the City of Detroit. Mr. Allen will replace Frank Hayden. Mr. Allen brings a wealth of experience to WCCCD as he begins his new role as a member of the Board of Trustees. We wish Mr. Hayden good fortune in all his endeavors. We deeply appreciate all that he has done for the District and look forward to everyone joining us at the farewell reception on November 21st.

Beginning next week, the Weekend Memo will have a new feature that will record continuing education activities by campus and the number of persons who participated in them. As well, we will post the same number on the marquee of each campus. We know and appreciate that all activity on our campuses can be classified as either credit or non-credit. It is reflective of our growth and impact in the region that we have experienced an increase in community-use of our campuses. I met with the campus presidents on Thursday to implement a new process by which we will report to the entire community, the groups, organizations and external events taking place throughout the District.

The District has added another dimension to its preparation for the Higher Learning Commission visitation, North Central Association of Colleges and Schools, through a collaboration with St. Louis Community College, a multi-campus system that is also preparing for an accreditation visit. Today, Dr. Ronald C. Smith, St. Louis Community College's lead accreditation report writer, visited the District and met with members of the Chancellor's senior team. From this initial meeting, dialogue occurred about the evaluation process and strategies for exploring collaborative projects that would benefit both institutions in their evaluations. This project is another opportunity for the District to use best practices through collaborations to enhance institutional advancement.

EXECUTIVE VICE CHANCELLOR

- ◆ An upcoming conference will focus on trends that have long been the focal point of the District. Over the past few years WCCCD has been partnering with a multitude of outside organizations to give our students and the community every opportunity possible. In order for institutions to stay competitive and meet the needs of the community, especially during the current economic climate, they must effectively partner with as many outside organizations as possible. The Higher Learning Commission is offering a strategy-based workshop focused on trends, skill sets, and capacity for effective partnering. Throughout its new Criteria for Accreditation, but particularly in Criterion Five ("Service and Engagement"), the Commission proposes that many if not most colleges and universities will turn to partnerships to provide for their students and their communities of interest the highest quality educational programs and services.
- ◆ Brian Singleton, Shawna Forbes and Lauren Ferguson are reenergizing and refocusing their efforts to ensure the campuses are receiving the necessary support to provide excellent customer service to our students. The focus for the remainder of the Fall 2006 semester will be on retention. The teams will sign up classes at the campuses to receive presentations on tutoring, career planning and placement, academic programs, learning resource center and early registration. This initiative will ensure students are aware of all of the support services that are available to them to guarantee success. This initiative is timely since it will be implemented after midterms but before finals and the height of registration.

INSTITUTIONAL EFFECTIVENESS

- ◆ At the headquarters of the National Science Foundation (NSF) located in Arlington, VA honored community colleges, faculty, administrators and students last week for their roles in science, technology engineering and mathematics (STEM) education. The important role community colleges have in helping students and their “pioneering role” in STEM education was emphasized. Adena Williams Loston, Director of Education for NASA says, “Community colleges have the potential for assuring that our nation is able to maintain its preeminence in technology, scientific research, economic development and national security.” Accolades were high for the community colleges, they were called “the education system of the future”, “accommodating” and that community colleges ‘get it’ in addressing the needs of their constituency”.
- ◆ The Information Technology Department has put together an IT Asset Management Plan Team headed by Solomon Asmelash, to carry out a major task of assessing the technology equipment for the District. Mr. Asmelash will be responsible for the equipment needs for every campus including the central administration building. The main objective of this project is to standardize the equipment, develop a replacement cycle, and manage all IT assets from a central location so that our students, staff and faculty will be more efficient. In addition, standardizing the technology equipment will help the IT Support Services to deliver faster and more accurate resolutions to technology problems. This team is scheduled to hold weekly meetings and is charged with the following responsibilities:
 - ◆ Inventory of all hardware and software
 - ◆ Analyze a replacement cycle that best fits the colleges needs and meets the districts strategic goal
 - ◆ Analyze the cost to replace equipments that is obsolete
 - ◆ Research best practices for disposing old equipment
 - ◆ Research the best Asset management software
- ◆ The November 1, 2006 collection of the State of Michigan’s mandated reports has been completed and submitted. The collection included fall enrollment, program inventory, occupational expenditures and the Activities Classification Structure (ACS) report. The enrollment for Fall 2006 was 23% higher than what was reported in 2005. The next collection of reports due is the U. S. Department of Education’s IPEDS 2006-07 which includes employees by assigned position, salaries, and fall staff. At the discretion of the institution, enrollment and finance data can be submitted during the winter or spring collection time period. The winter collection opens December 6, 2006 and closes January 24, 2007.

STUDENT SERVICES

- ◆ The District Student Services Office participated in a “Training + Employers = Jobs” event hosted by Payne-Pulliam School. The event featured Master of Ceremonies, Marvin Beatty, Owner/Manager of Greektown Casino; award recipient Atanas Ilitch; and keynote speaker, Frank Taylor, CEO of Southern Hospitality Restaurant Group. Student Services representatives addressed over 200 guests about the value of beginning their college careers and continuing their education at WCCCD. We will continue to work with Payne-Pulliam students on how to complete the admissions process in order to enroll in WCCCD classes.
- ◆ WCCCD students preparing to take the HOBET test attended a workshop conducted by the Office of Academic Support. The purpose of the workshop was to look at study and test taking skills to assure students’ maximum success on the test. The HOBET test is an exam to assess students’ potential success in one of the Allied Health fields.
- ◆ In a 2006 Noel Levitz survey of over 240,000 community college students, the results listed the most important areas that are most significant to community college students. The top five areas are: instructional effectiveness, registration effectiveness, academic advising, concern for the individual student, and academic services. It was interesting to note the differences in staff versus student perspectives. Students placed a higher value on registration effectiveness and academic services than did staff whereas staff placed greater value on concern for the individual student, campus climate and admissions than did the students.

ADMINISTRATION AND FINANCE

- ◆ William Cartwright represented the District at the fall Governmental Accounting and Auditing Conference. Organized by the Michigan Association of Certified Public Accountants (CPAs), the conference allows CPAs the opportunity to network and hear the latest updates affecting accounting and auditing issues. The conference offered many informative and targeted sessions including risk assessment, testing of internal controls, and planning as well as identifying and reducing fraud in major organizations.

INSTRUCTION

- ◆ Doris Fields attended The Diversity Summit for Retention in Lansing. The purpose of the summit was to discuss and develop strategies to improve the minority retention rate in Nursing and other health professions. Mentoring was identified as a major factor in improving retention. WCCCD is benchmarking mentoring best practices for its Nursing and Allied Health programs. One aspect is that of tracking students throughout the course of the mentoring program. There are scheduled events for the mentor and mentee – tracking attendance is key to evaluating the success of the student and contributes to program success. Also, monitoring participation in scheduled events and completing their plans of work is essential to providing a comprehensive analysis of the pairing of the mentor and mentee. The program administrator or coordinator updates the information in the mentor and mentee file. Program administration needs to know the effectiveness of the mentoring program at critical checkpoints as student's progress through the program phases. Pre-defined objectives, goals and success factors are used as measures of the value of mentoring to the program and to the District.
- ◆ The Professional Staff and Development Institute (PSDI) offered a course in Power Point in which staff learned about reports and presentations and faculty learned about course design. The sessions took participants through the steps of creating a PowerPoint slide show: choosing a background, entering information, creating slides, adding graphics; choosing special effects, and presenting the show. Upcoming PSDI events happening before the Thanksgiving break are: Managing Priorities Effectively, Advanced Blackboard and Student Assessment for Faculty.

ADJUNCT FACULTY

- ◆ The Community College of Baltimore County (CCBC) recently won a national award on learning outcomes assessment from the Council of Higher Education Accreditation. The CCBC adjunct faculty program coordinators championed this program by identifying applicable program outcomes via contributions from multiple sources such as advisory committees, employer surveys, four-year institutions, national or local skill standards, and focus groups. The adjunct faculty created a program targeted toward the general education curriculum, transferable to four-year institutions that address all of their college-wide approved outcomes such as critical thinking/problem solving, oral/written communication, independent/collaborative learning, and information literacy and technology. For example, adjunct faculty in the area of biology reengineered the general biology courses to include content learning outcomes that are common to general biology courses taught across the college and implemented learning outcomes that address all of their general education goals. Currently, WCCCD faculty and instructional staff are focusing on updating syllabi to address the core abilities for program review and evaluation of student learning outcomes.

CAREER PROGRAMS

- ◆ In an effort to continue recruiting students to our career programs, Tamara Williams and Felicia Johnson hosted a Pharmacy Technology Open House at the Downtown Campus. This open house attracted over 40 students interested in the Pharmacy Technology Program. Students were given a detailed overview of program requirements and expectations. Additionally, remarks were made by industry partners and alumni. Students were also given an opportunity for individual advising.

LRCS

- ◆ As we continue to deliver excellent customer service and keep up-to-date LRCs, the LRC Taskforce is in the process of benchmarking best practices at the 28 Michigan community colleges. In addition, a team will visit St. Clair and Lansing community colleges to take a look at their newly renovated facilities. The team will note best practices and procedures in addition to strengthening our relationships with sister colleges.
- ◆ According to *The Race is to the Swift* study, which was published in the *American Journal of Sociology*, one-fourth to one-third of the boomers are enrolling in postsecondary schooling which includes courses, professional certificates, bachelor's and graduate degrees. It is predicted that the aging boomers will be flocking to college. As the front edge of the boomers move into their 60s, they are healthier and much better educated than any other group in history. WCCCD is in position to serve this growing population with innovative programming, support services, and open access.
- ◆ Doug Johnson, author of "A Vision for the Net Generation Media Center" discussed the role that LRC's play in the education of students that are embroiled in the educational system K12 through college. This "pop" generation cut their teeth on the computer, everything is fast track, and if it doesn't move fast the students lose interest. The interest that the net generation student has in a hard cover book quickly wanes; it takes to much time to read. In addressing this situation, the District this year has invested over \$25,000 in articles and periodicals in keeping with the research on student learning styles. The LRC of today must recognize "pop" culture as a valuable learning tool that needs information and materials that are quickly available to the fast pace student.

WORKFORCE DEVELOPMENT AND CONTINUING EDUCATION

- ♦ WCCCD's Michigan Institute for Public Safety Education (MIPSE) hosted the WCCCD Workforce Development Continuing Education Division in a series of meetings and training exercises at the Downriver Training Center. WD/CE staff participated in a sequence of fire fighting training exercises donning the firefighter gear that real fire fighters use and working through the various simulators. At the conclusion, everyone walked away with a deeper appreciation for the value and importance of the District's MIPSE Center Training Complex provides to the many communities we serve.
- ♦ Dennis Andrew met with Paul Shelton of Arkema to discuss receiving some donated equipment for the MIPSE facility. Arkema's Riverview plant is decommissioning some of its operations and Mr. Shelton thought we would want some of the equipment to simulate industrial environments. Of particular interest were two confined space training tanks, a pump assembly, electrical control and a fire protection sprinkler risers. The two confined space tanks represent what rescue teams will likely encounter. The pump assembly can be constructed to have leaks in the flanges for a rescue team to address. These situations are common place occurrences and will appeal to the industrial client for their training needs at MIPSE.
- ♦ The Detroit Workforce Development Department (DWDD) announced at a recent bidders' conference, attended Reginald Witherspoon, that the department would be restructuring how it does business. Department officials stated that intake and assessment services previously conducted at various Work First Agencies would be conducted by DWDD staff, and the department will establish four new career centers that will provide education/ training services and job placement. Each center will focus upon one specific area of employment: construction, information technology, health care, and hospitality/retail, and will be operated by a partnership of community/faith based organizations, education providers and employers. The District will participate as an educational partner, and maintain its representation on the Workforce Board.
- ♦ The Entrepreneurial Resource Center will make a presentation on Saturday, December 2, 2006, at the Downriver Campus for an event sponsored by WCCCD and Monroe Bank and Trust, entitled, "So You Want to Start a Business-What You Need to Consider." The resource center will also make a presentation at the UAW/Ford Family Service and Learning Center in Dearborn, regarding the same subject on Saturday, December 9, 2006.

Upcoming Events....

THE ENTREPRENEURIAL INSTITUTE AND RESOURCE CENTER

"Investing and Money Management for Jack and Jill Teens" seminar

Saturday, November 18, 2006

10:00 a.m. to 12:00 p.m.

Eastern Campus

The guest presenter is Gail Perry-Mason, First Vice President of Investments at Oppenheimer Company Inc., and co-author of "Girl, Make Your Money Grow."

"The Career Exploration Seminar" with Henry Ford Health System

Saturday, November 18, 2006

8:30 a.m. – 1:30 p.m.

Henry Ford Hospital

"Real Estate Roundtable Video Conference" seminar

Thursday, December 7, 2006

6:00 p.m. – 9:00 p.m.

Downriver Campus

HUMAN RESOURCES

- ♦ The entire month of November is open enrollment for employee benefits. This year the Human Resources Department is pleased to announce several improvements to this annual process. Employees are able to change eligible benefit plans, add or delete dependents to and from their plans, and view all their benefit and dependent information on-line via web-gate. Many of the paper documents required for open enrollment may be downloaded and printed out for ease of use. To assist employees with this new functionality, training programs will be offered on all campuses starting November 8-17, 2006. For more information about specific meeting dates and times, please contact the Human Resources Department at 496-2765.

PHYSICAL PLANT AND FACILITIES MAINTENANCE

- ◆ The Physical Plant and Facilities Maintenance team stands by the belief that open and honest communication is crucial while performing their assigned work duties. In order to work effectively together as a team we must communicate information accurately, therefore we are able respond effectively to questions regarding work done District-wide. Our District directors and assistant directors have the responsible to develop new techniques for effective communication and leadership in order to remain proactive. Empowering staff members is a vital tool in moving forward with the daily operations of the department. We are also raising the bar on professionalism District- wide. The Physical Plant/Facilities Maintenance department realizes that we are a direct reflection on the District as a whole. From the District directors displaying integrity and carefully discovering what is needed campus-wide, to the District administrative staff providing good customer service when answering telephone calls. We are proud of the progress accomplished and stand ready to meet the challenges ahead.
- ◆ Deborah Carroll, Assistant Director of Facilities states "Students, faculty and staff are very happy and excited about the improvements at the Northwest Campus." New rubberized tile was installed in the elevators of the campus. The campus Administration, Records, LRC, and Multi-Learning Center look much brighter after being painted. We are very excited to hear the positive remarks on the continuous improvements regarding the Northwest Campus.

PROVOST

- ◆ Roller coasters and yo-yos are among the metaphors frequently used when experts describe cycles of state appropriations for higher education. Recessions bring cuts, but recoveries allow public colleges and universities to regain funds and strength, at least until the next decline. After some tight years, there are usually headlines about legislators and governors approving substantial increases in state support. A study being released today, however, suggests that there's a reason that many who work at public colleges feel as if their classes are larger, their paychecks are not so large, and their students are having more difficulty getting into courses or paying their bills. The 25-year analysis of state spending on higher education finds that the improved finances that follow a recession rarely restore colleges' budgets to levels where they can provide what they had pre-recession. Of the 44 states that cut funds, per full-time equivalent student, in the last recession (of 2001), only one state has seen funds restored so that, adjusting for inflation, spending per student is at least the same as it was pre-recession. Six states have yet to reach the levels that they had before the recession of 1990-1.
- ◆ Community colleges are the primary portal to higher education and employment for those who might not otherwise have access. Affordable access to higher education is key to continued economic prosperity and to extending its benefits to all sectors of our society. Each year, community colleges educate almost half of America's undergraduate students and provide training for millions of others seeking to upgrade their skills for the new economy. In order to assist community colleges community colleges is this vital role, Congress must pursue an agenda that makes higher education and job training top priorities, both in the investment of federal resources and in other policies that affect these key institutions.

DISTANCE LEARNING

- ◆ Distance Learning is creating a listserv for WCCCD faculty who teach with learning technology. A listserv is an asynchronous e-mailing list program for communicating with other people who have subscribed to the same list. Using e-mail, participants engage in listservs pertaining to their topics of interest. Listservs may be used to create learning communities within or outside an organization. Through our listserv, full and part-time faculty will be able to share best practices in teaching with technology, assessment strategies, and technical solutions to name a few topics with distance learning staff.

GOVERNMENT RELATIONS

Jonathan Cartwright Sr. attended a luncheon of the Southern Wayne County Regional Chamber of Commerce, an organization which has WCCCD Trustee Alan Anderson as president. It is a partnership of business and professional people working together to build a healthy economy. The keynote speaker was Richard K. Studley, managing editor of the *Michigan Forward*, the publication for the Michigan Chamber of Commerce. Mr. Studley gave an overview of the social and economic concerns facing the state in light of this week's elections. Mr. Studley also serves as Senior Vice President of Government Relations for the Michigan Chamber of Commerce.

The Western Campus presents:

J.L. King

**Author of On the Down Low and
Coming up from the Down Low
December 8, 2006 at 5:00 p.m**

He will discuss the importance of programs and services that lead to the prevention of HIV/AIDS.

CAMPUS PRESIDENTS' CORNER

- ◆ Victor Bothuel, Stanley Kirk, Gregory Smith, Jeffery Miller, Dr., George Swan and interns of the Digital Media Program viewed a dry-run for the upcoming Mediation Video Conference to be broadcast from the campus next Wednesday at noon. The program is in collaboration with the Lucas Center on Mediation and will involve community-based partners and representatives from the legal and human services communities.
- ◆ Dr. Swan met with Bill Green and staff from the Salvation Army to discuss the development and collaboration of the Eastern Campus and the Joan and Ray Kroc/Salvation Army Center to be built at Conner and Chandler-Park Drive. The center will provide cultural and recreational programming opportunities for the District in both credit and non-credit course offerings.
- ◆ Patricia Peek-Russell, Denise Tyus, and Math instructor Keen Lawson met with Dr. Darin Ellis, Alper Murat, Gail Evans and Keith Wadley of the Industrial and Manufacturing Engineering Department at Wayne State University. The purpose of this meeting was to form a relationship between the academic advisors at WCCCD and the Industrial Engineering department.
- ◆ The "Transition for Youth" forum was hosted at the Downtown Campus. The purpose of the forum was to examine local, county, and state level programs and policy initiates that impact Detroit youth transitioning into adulthood. Participants heard from young people directly on how to ensure their success, and identify what is going on in Detroit, Wayne County, and in the state of Michigan to ensure their success.
- ◆ It is with a great amount of pride and satisfaction that the Downtown Campus has promoted enfranchisement of the citizens of this great city through offering City Election and Poll Worker training. This training has been conducted since June and culminated this past weekend. There were over 200 attendees who went out and provided staffing for the polls around the city. The wonderful thing about this type of event is that it not only engaged citizens with the political process but it provided employment sending the subtle message that it pays to be involved.
- ◆ The Western Campus building project is moving forward. The front entrance to the campus has been completely demolished and the new parking lot area has been cleared of trees and grass. Construction crews are now busy leveling and preparing the drainage areas.
- ◆ The District was featured in a very complimentary story published in CAM magazine, a trade publication for the construction industry. The article titled "The Leadership Crucible," author David R. Miller wrote about the training environment at MIPSE and its contributions to local emergency services. Also crucial to Mr. Miller's story is the description of the planning process regarding MIPSE and how construction of it emphasized the maximization of opportunity and the laying of groundwork for other projects. Once again, WCCCD makes its way to the national consciousness and we are very pleased to be the recipient of such great publicity.

on
the
move

- ◆ **Dr. Stephanie Bulger** participated in Consultant-Evaluator training for the North Central Association Higher Learning Commission. The training involved intensive work on the new criteria for accreditation, review of self-study documents, and mock team site visit. The best practices from this training experience will be useful as the District continually improves its systems, structures, and processes as well as documentation of these efforts.
- ◆ **Dr. George Swan** attended an update meeting for the YMCA Minority Achievers Adult Mentor program at the YMCA Corporate Offices. Dr. Swan represents the District this year in supporting this youth development initiative. Participants in the program are scheduled for campus-based experiences that will build career awareness and personal development.
- ◆ **Raquel Garcia Anderson** and **Michael Livsey** attended the Michigan Trucking Association Detroit Chapter of the Equipment and Maintenance Division. The group offers updates on training and equipment, and is a coalition of all major truck and parts manufacturers in the Southeastern Michigan area. Ms. Anderson presented information on the Heavy Equipment Maintenance program, extended an invitation to join our advisory committee, and requested assistance with building a Hem coop. The 60 members present were very excited about the partnership's potential.
- ◆ **Dr. Swan** attended the program committee meeting for the Youth Sports and Recreation Commission at the Family Place. The focus of the meeting was the review of the 2006 strategic plan and the formulation of the 2007 plan. As a part of the targeted assistance activities, YSRC staff will explore the expansion of technical training offerings through our continuing education program.
- ◆ **Michael Poole** attended the Detroit Association of Realtors (DAR) annual member's appreciation luncheon. DAR is chartered to assist its membership in attaining business success by providing educational services which will improve their knowledge, and professionalism to the community. Next year, WCCCD will look to provide a role in the overall workforce development and continuing education of their business objective.