

CHANCELLOR'S WEEKEND MEMO

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At this week's Administrative Cabinet meeting, Godfrey Dillard, Esq., our external Counsel for Legislative Affairs, reviewed the implications of the recently passed Michigan Civil Rights Initiative (Proposition Two) with the staff. In November 2006, Michigan voters approved a ballot initiative amending the Michigan Constitution to ban affirmative action, based on race, sex, national origin and ethnicity, in public education, employment, and contracts. Attorney Dillard emphasized the fact that the ballot initiative has no effect on any of the District's programs funded by the federal government. The ballot initiative affects only Michigan funded programs.

In Attorney Dillard's view, the ballot initiative will not have substantial effect on the operations of the District. The ballot initiative does not ban all forms of affirmative action, only those that discriminate. Because WCCCD is an "open" admissions institution, discriminatory decision-making in admissions is non-existent. Likewise, Title VII, Civil Rights Act of 1964, already bans discrimination in employment and the U.S. Supreme Court banned discrimination in the awarding of public contracts in 1987.

The District is continuously moving toward a state of operational excellence through the efforts of a series of open meetings called "Project Update Hearings." These hearings will provide cross-functional dialogues and opportunities for teams to share workloads and create dialogues. Through this initiative proactive attention will be given to processes and filter into every aspect of the District. In addition, these project hearings tie into WCCCD's annual planning process and include linkages with the District's strategic plan, annual priorities and operational plans. This will give process owners an opportunity to carry on robust dialogue and share with stakeholders information about critical issues. Progress will be available in the board report.

It was our distinct pleasure today to host the second of four state-wide "on-the-road" hearings of the House Appropriations Subcommittee on Community Colleges. Attending from the Subcommittee were Representatives Michael G. Sak, Chairperson, and Representative Darwin Booher. An invitation was extended to the other seven community colleges within this region and the following colleges participated: Macomb, Monroe and Schoolcraft. There were approximately fifteen persons giving testimony. Students talked about how the community college has turned their lives around, and community and business leaders talked about the good job that we do in meeting industry needs such as job training and re-training. We certainly want to thank all of the participants and Trustees in attendance.

EXECUTIVE VICE CHANCELLOR

- ♦ In order to maintain its competitive edge, the U.S. needs to significantly increase the number of students who are earning associate and bachelor degrees. By all counts, the U.S. is steadily falling behind over developing nations in terms of degree attainment. Data from the Organization for Economic Cooperation and Development indicate that only four out of ten U.S. residents have at least an associate degree. This gap places the U.S. behind Canada, Japan, Belgium, Ireland, Norway, South Korea, and Sweden.
- ♦ Shawna Forbes attended the Murray Wright High School Honors Recognition Breakfast where more than 150 students were honored for maintaining a cumulative 3.0 grade point average. Ms. Forbes provided students and parents with an overview of the dual enrollment initiative as well as an upcoming financial aid workshop.

"No work is insignificant. All labor that uplifts humanity has dignity and importance and should be undertaken with painstaking excellence."
– Dr. Martin Luther King, Jr.

PHYSICAL PLANT AND FACILITIES MAINTENANCE

Western Campus Update:

- ♦ The Physical Plant and Facilities Division has provided the Western Campus with a preventive maintenance checklist with 25 of the most common maintenance items that need to be addressed each week. The list will assist the maintenance staff by assuring that:

- ♦ Each time the fluorescent lights are replaced, the facility coordinator ensures that the maintenance staff cleans and washes the ceiling light lens.
- ♦ With the changing of the weather, staff keeps the District facilities office abreast of any changes in building temperatures.
- ♦ The list assists the staff by identifying maintenance areas of opportunities.

Since the introduction of the preventive maintenance schedule, we have been successful in preventing many major problems that could have accrued, such as the water pressure levels, the assurance that the alarm system stays activated during the building renovation, and monitoring the HVAC system, etc.

STUDENT SERVICES



Student Services will participate in the National "Dress for Success Week" March 12-15, 2007.

Gently worn suits will be collected at each campus to assist in the empowerment of women throughout the community who may be in need of clothing appropriate for interviewing. Please join us by dropping off a suit at any of our five campuses or the Central Administration Building. All donations are tax-deductible.



Continuing Education Enrollment

During the week of February 26-March 3, 2007, the District served 848 students by partnering with 14 community organizations. The numbers served at each campus are as follows:

Downriver Campus served 85 students
Downtown Campus served 496 students
Eastern Campus served 90 students
Northwest Campus served 98 students
Western Campus reported 77 students

On the Move

Staff from the Allied Health, Nursing and Student Services departments represented the District at the 2nd Annual Health Care Fair at Oak Grove AME Church. Representatives spoke with individuals about careers in the health care field and WCCCD programs and the admission process.

Raquel Garcia Andersen, Nancy Ruetz, and Jonathan Powell represented the District at the Michigan Green Industry Association Trade Show and Exhibition in Novi.

Liz Washington attended the All-Michigan Academic Team Luncheon co-sponsored by Phi Theta Kappa and the Michigan Community College Association (MCCA). WCCCD was also represented by four students who received achievement certificates from the state and medallions from MCCA.

INSTRUCTION

- ♦ As the District expands, the need to accommodate students has become a challenge in many areas; one of these growth areas is biology. This spring semester the District expanded the biology lectures to accommodate more students and doubled the lab offerings, giving students more options. The biology model will continue to expand during the summer and fall semesters, providing students with more course options.

CAREER PROGRAMS

- ♦ Educational Affairs has implemented a monthly Career Program Compliance Report. This report was implemented to monitor career programs and provide District oversight and support to the campuses housing the programs. This report is aligned with the District's mission to empower its stakeholders by providing globally competitive higher education and career advancement programs. The report will:

- **Provide** feedback to determine how programs can be improved.
- **Inform** the Board of Trustees, administration, staff and community of the contributions and impact of the programs.
- **Encapsulate** and demonstrate to others what the program is accomplishing.
- **Support** the District's decision making process.

ADJUNCT FACULTY

- ♦ According to the American Association of Community Colleges (AACC), about 66% of faculty members are part-time. At Rio Salado, one of several campuses within the Maricopa County Community College District, the percentage of part-time faculty is 97. This District has, over the last decade, transitioned to a faculty administrative model where a close-knit group of full-time faculty members, who teach, study best practices in their fields, design courses, manage hundreds of adjunct faculty members assigned to them, and help the administration strategically move the future of the District forward. As a result of the high and time consuming demands, many of these faculty have light teaching loads so that the bulk of their time can be spent managing the adjunct faculty.

DISTANCE LEARNING

- ♦ In an effort to meet the rising demand for online offerings, the Distance Learning Division created a process for online instructor certification and related training sessions four years ago. The first training session in January 2003 included five instructors from several disciplines. Since that time, over 223 instructors, across a variety of disciplines, have participated in Distance Learning training to teach online courses and to use Blackboard in face-to-face instruction. This Division provides a yearly training calendar for faculty who want to use online course tools and who want to teach via ITV. The Blackboard Basics workshops are consistently well attended. Oftentimes, late registrants have to be scheduled for the next available training. These faculty and staff are invited to attend future training sessions. The benefits of utilizing Blackboard is not limited to teaching at WCCCD, in that many faculty and students now include their experience with course management systems on their resumes.

INSTITUTIONAL EFFECTIVENESS AND INFORMATION TECHNOLOGY

- ♦ The District Self-Study Plan, originally created in November 2005, has been reviewed and updated. The review indicates that the District-wide effort to prepare for a comprehensive self-study is on target and progressing as originally planned.
- ♦ A list of FAQs (Frequently Asked Questions) pertaining to the District's self-study process is currently being compiled by the IE staff. The list will become part of the self-study website and provide valuable information that is easily accessible to all stakeholders.

Self-Study Tip of the Week:

From the NCA/HLC website:

Self-study process – A formal, comprehensive, institution-wide process of self-examination in preparation for a scheduled comprehensive evaluation.

WORKFORCE DEVELOPMENT AND CONTINUING EDUCATION

- ◆ A new career center for hospitality and retail training will open at the Eastern Campus in April, 2007. This new initiative is a collaborative effort developed by the Workforce Development and Continuing Education Division in partnership with Goodwill Industries, CVS Drug Stores, and Motor City Casino. The project is funded by the Workforce Development Department of the City of Detroit. It is anticipated that over 200 persons will receive training through this program over the next two years. Upon completion, participants will receive national certifications from the American Hotel and Lodging Association and the National Retailers Association.
- ◆ WCCCD's Entrepreneurial Institute, Nexcelerate, and Trade Union Leadership Council (TULC) co-sponsored the Career Opportunity Fair. The keynote speaker, Marwei Boye, gave a dynamic presentation. Other presenters were Mark Lang, James Robinson, and Michael Robinson. Frank Romba, Damus Golida, Gregory Foster, and Wilfred Benedetti participated and promoted several WCCCD career programs.
- ◆ The Entrepreneurial Institute and Resource Center held its monthly Real Estate Roundtable meeting. The topic of discussion was assisted living facilities. Heidi Luter, the guest speaker, gave an excellent presentation on how to get started in owning an assisted living facility. The next meeting is scheduled for April 5, 2007 at 6:00 p.m. where the topic will be creative real estate strategies.
- ◆ According to a recent article in The Chronicle of Higher Education, most students in adult continuing education and professional programs at American colleges and universities rely on personal savings and employer provided tuition assistance to pay for their education. The findings indicate that institutions interested in recruiting continuing education and professional students cannot rely on the usual methods to assist students with tuition. The report, "Assessing Consumer Preferences for Adult, Continuing and Professional Education: Financing and Tuition Assistance in Adult Learning" is based on an email survey of current and prospective students at 56 U.S. institutions.

PUBLIC RELATIONS

- ◆ The Professional and Staff Development Institute (PSDI) kicked off the 2007 spring semester this week with its first workshop on stress management. Other featured PSDI workshops will include topics on advanced Visio, cultural diversity, and how to fearlessly network. The Spring 2007 schedule is available on our website. Contact Autumn Battin-Flores at (313) 496-2864 or aflo-res1@wcccd.edu to reserve your space today.

ADMINISTRATION AND FINANCE

- ◆ One of the main tasks that must be accomplished during the development of the 2007-2008 budget is the development of a comprehensive staffing plan for the District for the next fiscal year. Staying abreast of staffing patterns and the needs across the District is a daily priority requiring constant monitoring and continuous updates. In order to assure proper levels of funding for the District's personnel and associated benefit costs, budget hearings were conducted this week with each campus president and their executive staff. Each campus had an opportunity to submit their needs before the District Budget Committee and discuss what strategies will be employed to assure fiscal accountability and efficient use of resources.

Book of the week

**You, INC.
The Art of Selling Yourself**

By Harry Beckwith and Christine Clifford Beckwith

Upcoming PSDI Workshops

How to Manage Priorities Part II

Wednesday, March 14th 1:00p.m. to 4:00 p.m.

Managing priorities presenter Randy Dean, will discuss diving deeper into e-mail management and strategies to make meetings run more effectively

Microsoft Advanced Outlook

Friday, March 16th 1:00p.m. to 4:00 p.m.

Outlook presenter Carmen Brintley will discuss useful tools for e-mails and calendars.

LRC

- The Downtown Campus' LRC/Cartwright Library received several donations to its collection. Thank you Willie R. Acosta, Lettie Redley, Juliette Shivers, Natalie Givens, and Justice Micheline Rawlins, President of Distinguished Women in International Services for your donations.

CAMPUS PRESIDENTS' CORNER

- ◆ Forty WCCCD nursing students and faculty visited the "Our Body: the Universe Within" exhibit at the Detroit Science Center. The exhibit is comprised of real human bodies and organs which allows the viewer to see how organs work individually and as a whole.
- ◆ Ralph Hardin met with Andrew Robinson of East Lake Church to discuss a possible event at the Northwest Campus. The title of the event is "Empowering Men." The program will entail four sectors: spiritual, entrepreneurial, education foundations, and political.
- ◆ The Downtown Campus hosted several representatives from four-year colleges and universities who spoke with our students about degree programs, transferability and scholarship opportunities. Cary Vajda from Northern Michigan University, James Pauley from Oakland University, and Tasha Williams from Spring Arbor University provided literature regarding admission requirements as well as scholarship availability. These informational sessions not only strengthened our current relationships, but also allowed our students the opportunity to interact with four-year institutional representatives.
- ◆ The Western Campus hosted the Nigerians in Diaspora Organization Inaugural Workshop. The workshop was created to help promote the spirit of patriotism among Nigerians and to encourage participation in the affairs of their country.
- ◆ The Western Campus partnered with the Wayne County Sheriff's Training Unit to offer a controlled concealed weapons class. The class is certified by the state as well as national firearms organizations.
- ◆ The Downriver Campus hosted the Wayne County Community Mental Health Agency's Recipient Rights Training. This group leads and supports a community system that provides and manages an array of support service, care, and treatment that honor choice to advance the quality of community life for adults with severe and persistent mental illness, individuals with developmental disabilities, children with severe emotional disabilities, their families and the community.

GLOBAL EDUCATION

- ◆ David C. Butty attended a one-day conference sponsored by Michigan State University (MSU). The theme of the conference was "Preparing Our Students for a Place in the World: Internationalizing Michigan Education." The conference drew more than 500 participants from schools across Michigan. MSU President Dr. Lou Anna K. Simon addressed the gathering. Topics included: the importance of global perspectives in the U.S. and other countries; Michigan's response to globalization; the importance of distance learning in today's educational setting; and linking Michigan schools to the world and global education. WCCCD is already implementing most of what was discussed. Our students have been exposed to foreign language and cultural immersion in five different countries and are exposed to global issues through our Introduction to Global Studies class.

Blimpie at the Downriver Campus opened its doors. Students, faculty and staff are now able to take part in coffee service, breakfast and lunch. Coming soon is ice cream!



- ◆ This week, the world celebrates International Women's Day. Developing countries are doing more to bring women into the political limelight. Liberia has its first woman president, and in many countries women have more opportunities for education and more rights than ever before. Where discrimination, gender violence, and inequality persist, dynamic women and men are working to change the status quo. But did you know that:
 - Women work $\frac{2}{3}$ of the world's working hours, produce $\frac{1}{2}$ of the world's food, and earn 10% of the world's income. Source: [Oxfam America](#)
 - Over 75% of the world's refugees are women and children. Source: [Practical Peace](#)