



Office of the President

**MARCH 31, 2020
MONTHLY MEETING OF
THE BOARD OF TRUSTEES**

The March Monthly Meeting of the Washtenaw Community College Board of Trustees will begin at 6:00pm March 31, 2020. This meeting will held electronically due to the [Executive Order](#) of Governor Whitmer, dated March 23, 2020.

PUBLIC PARTICIPATION:

The public may join the meeting through this link <https://www.gotomeet.me/WCCBoT/03-31-20-meeting> or by dialing 1-669-224-3412 Access Code: 693-937-813.

PUBLIC COMMENTARY:

Citizens wishing to participate during Citizen Participation should email comments to Vanessa Brooks – vbrooks@wccnet.edu by 3:30 pm prior to the start of the meeting. Comments will be read during the citizen participation portion of the meeting agenda.

The Washtenaw Community College Board of Trustees will provide necessary and reasonable aids and services to individuals with disabilities who desire information by contacting Vanesa Brooks, Chief of Staff and Director of President and Board Affairs - vbrooks@wccnet.edu or 734-973-3491 by 12:00pm March 31, 2020.

**WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
6:00 P.M. – MARCH 31, 2020**

- I. CALL TO ORDER, APPROVAL OF AGENDA**

- II. APPROVAL OF MINUTES (Action).....Tab A**

- III. CITIZEN PARTICIPATION**
 - A. Verbal Communications
 - 1. WCC Education Association
 - 2. Public
 - B. Written Communications

- IV. SPECIAL REPORTS**
 - A. Diversity Initiatives
 - a. Vendor Diversity Report
 - b. Affirmative Action Report
 - c. Diversity and Inclusion Update
 - B. Transition to Remote Work

- V. REPORTS**
 - A. Monthly Reports
 - 1. Personnel Recommendations (Action).....Tab B
 - 2. Financial Reports (February 2020) (Action).....Tab C
 - 3. Facilities Development ReportTab D

- VI. REMARKS**
 - A. Remarks of Members of Board of Trustees
 - B. President’s Remarks

- VII. OLD BUSINESS**
 - A. Action
 - 1. Health & Fitness Center Men’s Hot Tub Renovation Project (Action).....Tab E

- VIII. NEW BUSINESS**
 - A. Discussion
 - 1. Proposed Revisions to Policy 2030 - Residency PolicyTab F
 - 2. Recommendation for New Programs 2020-21.....Tab G
 - 3. Recommendation for Discontinuation of Programs 2020-21.....Tab H
 - 4. Resolution to Recommend the Allowable 2020-21 Ad Valorem Tax RateTab I

- IX. ADJOURNMENT OF MONTHLY MEETING (Action)**

Board of Trustees
Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
Approval of Minutes


Date
March 31, 2020

RECOMMENDATION

That the Board of Trustees approve the minutes of the February 25th Monthly Meeting as submitted.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Vanessa Brooks
Title: Chief of Staff and Director of
President and Board Affairs

Recommended by: 
Rose B. Bellanca, President

MINUTES
WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
TUESDAY, FEBRUARY 25, 2020

CALL TO ORDER

The Monthly Meeting of the WCC Board of Trustees was called to order by Chair Christina Fleming on February 25, 2020 at 6:04 p.m. in room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

Present: Chair Christina Fleming, Treasurer Angela Davis, Secretary David DeVarti, Trustee Ruth Hatcher, Trustee Richard J. Landau and Trustee Diana McKnight-Morton

Absent: Vice Chair Bill Milliken

Approval of Agenda (Action)

It was moved by Trustee Landau and seconded by Treasurer Davis that the Board approve the agenda for the February 25th Monthly Meeting. The motion was adopted.

Approval of Minutes (Action)

It was moved by Trustee Landau and seconded by Trustee Hatcher that the Board approve the minutes of the January 28th Monthly Meeting as submitted. The motion was adopted.

CITIZEN PARTICIPATION

WCC Education Association

Ms. Julie Kissel, English and College Readiness faculty member and WCCEA, 2nd Vice President reminded the Board that Mr. Fitzpatrick had resigned as WCCEA President and Mr. Jason Withrow was acting President. She also thanked Vice President Hurns for the opportunity for the faculty to discuss the Blackboard issue. Lastly, she mentioned her Millage information sharing her experience with the EMU faculty senate.

Public Comments

There were no public comments.

Written Communications

There was one communication received.

SPECIAL REPORTS

2020 Governor's Award for Innovative Tourism Collaboration

President Bellanca introduced Ms. Mary Kerr, President and CEO of Destination Ann Arbor. Ms. Kerr highlighted the collaborative program WCC, the Foundation, and Destination Ann Arbor created to support the hospitality industry through training, scholarships, and apprenticeships. Lastly, she informed the Board that this collaboration was chosen by the Tourism Industry Coalition of Michigan to receive the 2020 Governor's Award for Innovative Tourism Collaboration.

Call to order

Approval of Agenda (Action)

Approval of Minutes (Action)

CITIZEN PARTICIPATION

WCC Education Association
WCC Education Association

Public Comments

Written Communications

SPECIAL REPORTS

2020 Governor's Award for Innovative Tourism Collaboration

Strategic Plan Update

Dr. Julie Morrison, Executive Director of Institutional Effectiveness, Planning, and Accreditation reminded the Board of the 8 priorities of the Strategic Plan.

Ms. Christine Mihaly, Associate Vice President of Human Resources, Ms. Kimberly Hurns, Vice President of Instruction, Ms. Linda Blakey, Executive Vice President of Student and Academic Services, Mr. Brandon Tucker, Associate Vice President of Workforce and Community Development, Mr. William Johnson, Executive Vice President and CFO, Ms. Michelle Mueller, Vice President of Economic and College Development and Mr. Phil Snyder, Associate Vice President of College Advancement informed the Board about the best practice and institutional initiatives focusing on the 8 priorities of the Strategic Plan.

MONTHLY REPORTS**Personnel Recommendations (Action)**

It was moved by Trustee McKnight-Morton and seconded by Trustee Hatcher that the Board approve the personnel recommendations as submitted. The motion was adopted.

Financial Reports (January 2020) (Action)

It was moved by Trustee Hatcher and seconded by Treasurer Davis that the Board receive the Financial Reports for January 2020 as follows: General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of Investments-All Funds. The motion was adopted.

Facilities Development Report

Mr. William Johnson, Executive Vice President and CFO talked to the Board about the ML Renovation and ATC Projects. He also mentioned that the Cooling tower project was progressing on schedule. Lastly, he reminded the Board that the Health and Fitness Center will be shut down during the week of June 22nd to complete a few major projects.

REMARKS**Remarks of Members of Board of Trustees**

Secretary DeVarti spoke to the Board about his recent attendance at the ACCT National Legislative Summit. He highlighted the requests made to Legislators during WCC's individual meetings.

Trustee McKnight-Morton talked about her attendance at the National Legislative Summit.

President's Remarks

President Bellanca highlighted activities that occurred during STEAM Week and thanked everyone involved. She also informed the Board that she was on CTN's For Your Information program to talk about all the college's work in workforce and community development. Lastly, she thanked Mr. Peter Leshvkevich and the Student Development and Activities

Strategic Plan Update**MONTHLY REPORTS****Personnel
Recommendations
(Action)****Financial Reports
(January 2020) (Action)****Facilities Development
Report****REMARKS****Remarks of Members
of Board of Trustees****President's Remarks**

Department for partnering with the League of Women Voters to raise voter awareness. This collaboration lead to over 400 voters registered in a two-week period.

NEW BUSINESSHealth & Fitness Center Men's Hot Tub Renovation Project

Mr. William Johnson, Executive Vice President and CFO explained to the Board why the men's hot tub needed to be replaced. He also informed the Board that the contractor listed in the motion was the same contractor who replaced the women's hot tub.

Revision to the 2020 Schedule of Monthly Board Meetings (Action)

It was moved by Trustee McKnight-Morton and seconded by Trustee Hatcher that the Board revise their 2020 Schedule and hold the annual Spring Retreat on March 31, 2020 from 3:00pm – 5:00 pm in Room 150 of the Morris Lawrence Building.

A roll call vote was taken: Chair Fleming; yes, Treasurer Davis; yes, Trustee Hatcher; yes, Trustee Landau; yes and Trustee McKnight-Morton; yes. The motion was adopted

Adjournment of Monthly Meeting (Action)

It was moved by Secretary DeVarti and seconded by Treasurer Davis that the Board adjourn the Monthly meeting. The motion was adopted. The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

David DeVarti
Secretary

Christina Fleming
Chair

President's Remarks
(cont.)

NEW BUSINESSHealth & Fitness Center
Men's Hot Tub
Renovation Project**Revision to the 2020**
Schedule of Monthly
Board Meetings
(Action)**Adjournment of**
Monthly Meeting
(Action)

TAB B

Board of Trustees

Washtenaw Community College

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

ACTION

Subject
Personnel Recommendations


Date
March 31, 2020

RECOMMENDATION

That the Board of Trustees approve the personnel recommendations as listed.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Christine Mihaly
Title: Associate Vice President
Human Resources

Recommended by: 
Rose B. Bellanca, President

PERSONNEL RECOMMENDATIONS

March 2020

Instruction

Part-Time New Hires

Professional Faculty

Terri Lividini, Health Sciences, \$893 per course contact hour

Asma Elmabruk, Physical Sciences, \$893 per course contact hour

Support Staff

Alexander Stubbs, Peer Tutor, \$12.91 hourly

Tia Bean, Entrepreneurship Center Assistant, \$14.84 hourly

Nathaniel Duncan, Peer Tutor, \$12.91 hourly

Jacob Lawton, Support Staff, \$12.91 hourly

Student & Academic Services

Part-Time New Hires

Support Staff

Angelina Ford, Testing Center Assistant, \$14.84 hourly

Suzanne Fitzgerald, Testing Center Assistant, \$14.84 hourly

Facilities Management

Full-Time New Hires

Support Staff

Michael Shaw, Journeymen Plumber, \$34.69 hourly

Replacement

Full-Time Ending Employment

Frank Pohs, Mechanical Systems Tech-Controls, with fourteen (14) years of service

Workforce & Community Development

Part-Time New Hires

Professional Faculty

Michael Cracchiolo, Police Academy Instructor, \$36.06 hourly

Independent Staff

Bradley Hooser, Apprenticeship Coordinator, \$22.22 hourly

Full-Time Ending Employment

Todd Sass, Talent Development Specialist I, with three (3) years of service

Economic & College Development

Full-Time Ending Employment

McKenzie Imhoff, Digital Marketing Specialist, with two (2) years of service

Wen Zeng, Web Programmer II, with seven (7) years of service

Advancement**Full-Time Ending Employment**

Elizabeth Devlin, Development Associate, with three (3) and half years of service

Finance

No Report

President

No Report

Human Resources

No Report

Board of Trustees

Washtenaw Community College

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

ACTION

Subject
Financial Reports (February 2020)

Date
March 31, 2020

RECOMMENDATION

That the Board of Trustees receive the Financial Reports for February 2020 as follows:
General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of
Investments-All Funds.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: William Johnson
Title: Executive Vice President of Finance
and CFO

Recommended by: 
Rose B. Bellanca, President

Financial Narrative

February 2020

The financial narrative discusses the financial operating performance of Washtenaw Community College for fiscal year 2019-20, the eight months ended February 29, 2020.

Revenue

As of February 29, 2020, Total Revenues were \$98.8 million; Total Expenditures and Operating Transfers were \$72.6 million. Revenues in total are trending slightly ahead of the expected budget for the first eight months of the fiscal year.

Winter Tuition revenue of \$11.2 million is slightly below budgeted revenue of \$11.4 million. Through February, our variance to expected budget for both Fall and Winter semesters was largely due to a decline in returning student enrollment, which is a result of sustained economic improvement and historic low unemployment rates, along with the impact of the College's efforts to improve student completion rates. Revenue from Student Fees is down slightly due to the lower credit hour enrollment. These declines are partially offset by a greater portion of Spring/Summer 2019 courses occurring in fiscal 2019-20. Registration opened mid-March for both the Spring/Summer and Fall terms and early trends reveal that the COVID-19 pandemic is having a negative impact on enrollment for these semesters. While the rate of enrollment decline is dependent upon many variables tied to the pandemic, the College is implementing numerous strategies to mitigate the risk of lower tuition revenue.

State Aid revenue reflects eight months of the annual appropriation for the fiscal year, along with a partial payment of approximately \$340,000 from the Local Community Stabilization Authority (LCSA), (the make whole mechanism for lost personal property tax revenue). Consistent with prior years, the remaining LCSA payment is anticipated to be received in May. Additionally, payments from the State to offset increases in the cost of the MPSERS pension plan have continued to push the year-to-date revenue ahead of budget.

Receipts for Local Government Taxes are \$53.4 million through February, which represents 95.5 percent of the total budgeted revenue from property taxes and is slightly ahead of projected collections. Refunds of prior year taxes continue to trend below budget and in conjunction with a better-than-expected increase in taxable values, FY 2020 tax revenue is forecasted to exceed budget by \$500,000.

Expenditures

Total Expenditures through February 29, 2020, represent 64 percent of the budgeted expenditures for the fiscal year. Overall expenditures are approximately \$850,000 less than what was expected through the first eight months of the year due to a positive personnel-related variance stemming from vacancies in full-time and part-time positions. For the year, vacancies in full-time positions were budgeted to provide savings of approximately \$2 million, based on an average of 20-25 vacant positions per month. Actual vacancies averaged 27 per month for the first eight months of the year, slightly higher than the budget. As the year progresses, the various divisions will show a positive variance to budget and the General Administrative category, which holds the budgeted vacancy savings, will reflect an over-budget condition. Although direct costs are also trending slightly lower than the expected budget through January 31, 2020, we consider most of these variances to be timing in nature.

	Annual Budget	YTD Budget	YTD Actual	YTD Variance
REVENUES				
Tuition Fall	12,083,106	12,083,106	11,752,040	(331,066)
Tuition Winter	11,416,133	11,416,133	11,212,941	(203,192)
Tuition Spring	5,032,391	1,811,661	2,067,751	256,090
Student Fees	4,915,734	4,112,231	4,002,412	(109,819)
Total Tuition and Fees	33,447,364	29,423,131	29,035,144	(387,987)
Local Property Taxes	55,950,000	53,140,874	53,443,549	302,675
State Appropriations	14,683,926	9,680,951	10,190,262	509,311
Trade Partnerships	4,295,741	3,170,514	3,393,680	223,166
Investment Income	1,100,000	733,333	667,321	(66,012)
Other	1,930,458	1,186,599	1,229,181	42,582
Auxiliary Activities	1,308,350	868,357	870,204	1,847
Total Revenue	112,715,839	98,203,759	98,829,340	625,581
EXPENDITURES				
Humanities & Social Sciences	12,012,214	7,781,180	7,561,219	219,961
Math, Science & Engineering Technologies	9,233,592	5,983,165	6,043,787	(60,621)
Health Sciences	6,242,327	4,017,000	3,750,967	266,033
Business & Computer Technologies	7,327,486	4,748,018	4,723,291	24,727
Advanced Technologies & Public Service Careers	7,351,161	4,614,938	4,575,218	39,720
Continuing Education	721,290	427,712	401,760	25,952
Distance Learning	1,855,495	1,198,833	1,180,452	18,381
Instructional Support	15,742,421	10,159,535	9,704,819	454,716
Total Instruction	60,485,986	38,930,381	37,941,512	988,869
Student Services	9,924,564	6,365,998	6,015,952	350,046
Scholarships	1,918,598	1,584,956	1,473,867	111,088
Executive Management	2,198,367	1,358,782	1,273,623	85,159
General Admin - Institutional Services	5,932,307	4,020,907	5,327,805	(1,306,898)
MIS/Computer Services	9,093,952	5,712,646	5,662,690	49,956
Public Relations Development	3,142,373	2,185,228	1,985,781	199,446
Community Services	1,966,125	1,239,214	1,240,077	(863)
Physical Plant Operations	10,870,660	6,784,277	6,577,397	206,880
Utilities	2,089,700	1,329,093	1,330,225	(1,132)
Equipment	1,771,332	853,401	682,191	171,210
Total Non-Instruction	48,907,978	31,434,500	31,569,608	(135,108)
Total Expenditures	109,393,964	70,364,881	69,511,120	853,761
OPERATING TRANSFERS				
Repair & Maintenance	750,000	750,000	750,000	-
Debt Retirement	1,221,875	158,538	158,538	-
Health & Fitness Center	(1,750,000)	(875,000)	(875,000)	-
Deferred Maintenance	2,500,000	2,500,000	2,500,000	-
Furniture	600,000	600,000	600,000	-
Total Operating Transfers	3,321,875	3,133,538	3,133,538	-
Total Expenditures and Operating Transfers	112,715,839	73,498,419	72,644,658	853,761
Operating Revenue Over Expenditures & Transfers	-	24,705,339	26,184,682	1,479,343
OTHER NON-OPERATING ACTIVITY				
Unrealized Gain/(Loss) on Investment	-	-	(26,546)	(26,546)
Total Revenue over Expenditures & Transfers	-	24,705,339	26,158,137	1,452,797

Capital Fund
Project Summary
February 29, 2020

Project Category	Budget	Actuals	Commitment	Balance
Revenues				
State Appropriation CC - STEP Equipment	4,516,749	4,516,749	-	0
General Fund	6,055,178	6,055,178	-	0
Misc. Revenue		11,167		11,167
Total Revenues	\$ 10,571,927	10,583,094	-	11,167
Construction/Repair Projects				
Storage Receiving Building				
Renovations:				
SRB Addition	1,830,000	1,828,220	-	1,780
Total Storage Receiving Building	\$ 1,830,000	\$ 1,828,220	\$ -	1,780
Campus Wide				
System Improvements:				
Classroom & Lab access Control	570,802	570,742	-	60
CC - STEP Equipment	7,627,434	7,504,061	-	123,373
Campus Security System Upgrades	318,691	317,723	-	968
Huron River Dr Road Modifications	225,000	224,080	-	920
Total Campus Wide	\$ 8,741,927	\$ 8,616,606	\$ -	125,321
Grand Total Construction/Repair Projects	\$ 10,571,927	\$ 10,444,827	\$ -	127,101
Revenue Over (Under) Expenditures		\$ 138,268		

Washtenaw Community College Deferred Maintenance Fund February 29, 2020

Since inception of fund:

General Fund Transfers	19,800,000	
Completed projects	(16,421,939)	
Projects in process	(2,705,500)	
Uncommitted Fund Balance	<u><u>672,561</u></u>	427,561

Completed Projects:

Final Cost

Projects completed in prior years	12,108,860
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Current year completed projects:

HFC Hot Water Capacity	328,168
ML Boiler Repl & System Mats	597,075
ML Gun Range AHU Repl	1,522,700
HFC 10 Yr Chiller Test	110,000
HFC Womens Hot Tub Repair	223,762
LA RPLC Chemistry Hood	850,000
LA-2nd FL Tile Corridor	410,000
OEB Exhaust Fan Rplcmts	55,000
OE Underground Exhaust	68,200

Total of FY20 completed projects < \$50,000 each	148,173
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Total Completed	<u><u>16,421,939</u></u>
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Projects in Process or scheduled to begin:

Allocated Budget

EC Boiler Control & Valve Repl	75,000
EC RPLC Campus Cooling Twr	1,340,000
HFC Steam & Sauna Replacement	250,000
ML Renovation	500,500
Men' Hot Tub Replacement	175,000
HFC Pool Resurfacing	100,000
EC Chiller Maintenance Overhaul	180,000
Total of other projects < \$50,000 each	85,000

Total in Process	<u><u>2,705,500</u></u>
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* Scheduled; no financial activity as of report date

Projects anticipated to begin in FY 20

Expected Budget

Campus-Upgrade Fire Alarm Panels	85,000
HFC- Showerhead repairs	70,000
Total of other projects < \$50,000 each	90,000

Total Pending	<u><u>245,000</u></u>
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**WCC Active Portfolio
Portfolio Management
Portfolio Summary
February 29, 2020**

Washtenaw Community College
4800 East Huron River Drive
Ann Arbor, MI 48105
(734)973-3300

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C 360 Equiv.	YTM/C 365 Equiv.
Money Market Accounts	2,000,000.00	2,000,000.00	2,000,000.00	7.57%	-	0	0.000	0.000
Federal Agency Coupon Securities	2,000,000.00	2,088,500.00	1,999,461.29	7.57%	2,317	1145	2.283	2.314
Treasury Discounts -Amortizing	2,000,000.00	1,989,180.00	1,985,857.78	7.52%	182	172	1.512	1.533
State of Michigan Bonds	5,000,000.00	5,126,650.00	5,013,528.51	18.98%	2,167	1165	2.323	2.355
Municipal Bonds	15,340,000.00	15,927,956.80	15,417,965.76	58.36%	2,362	1318	2.493	2.528
	26,340,000.00	27,132,286.80	26,416,813.34	100.00%	2,141	1,179	2.361	2.394

Investments

Total Earnings	Month Ending 2/29/2020	Fiscal Year 2019 - 2020 To Date	Month Ending 2/28/2019	Fiscal Year 2018 - 2019 To Date
Current Year	56,584.89	424,028.11	50,758.00	399,746.02
Average Monthly Balance - Long Term Invested Balance		26,350,299.15		26,053,811.21
Effective Rate of Return - Long Term Invested Balance		2.41%		2.30%

	6 Month	1 Year	5 Year	10 Year	20 Year
Treasury Yield Curve 2/29/2020	1.11%	0.97%	0.89%	1.13%	1.46%

Reporting period 2/01/2020-2/29/2020

Washtenaw Community College

Office of Facilities Management

FACILITIES DEVELOPMENT REPORT

Capital Projects Update

Morris Lawrence Renovation Project

- Final Design Drawing 3/16
- General Contractor bid process will open in March
- General Contractor recommendation presented to Board at the April 25th BOT meeting
- General Contractor award date 5/29/20
- Dec 2020 – June 2021, ML building is closed and renovation work completed

Advanced Transportation Center

- Resubmittal completed to State for budget and Phase 200/300 design.
- Exterior and Interior design selected.
- Detailed design on going for building systems
- Awaiting Budget approval at the State

Deferred Maintenance Project Update

ID Number	Project Description	Status of Project
1	MLB Main Boilers Replacement Project <i>FY18 \$597,000 – Replace 2 existing failing boilers w/ 3 high efficiency boilers</i>	Complete
2	MLB Firing Range Air-Handling Units Replacement <i>FY18 \$1,550,000 – Replace existing AHU w/ new ERU</i>	Complete
3	SCB South Stair Ceramic Tile Replacement <i>FY18 \$40,000 – Replace ceramic tile on stairway leading to 2nd floor</i>	Complete under #20 in CRM
4	Energy Center Cooling Tower Replacement <i>FY19 \$1,340,000 – Replace campus cooling tower, associated piping and electrical</i>	Construction ongoing
5	Parking Lot 6 Replacement <i>FY19 \$900,000 – Repave with subbase stabilization, asphalt and curb repairs</i>	Project deferred to FY23
6	FEB Lighting Replacement <i>FY19 \$75,000 – Replace non-LED overhead lighting w/ LED fixtures</i>	Project deferred to FY21
7	Great Lakes Building Handicap Ramp Replacement <i>FY19 \$100,000 – Replace damaged and non-compliant concrete ramp</i>	Complete
8	HFC Domestic Hot Water System Replacement <i>FY19 \$375,000 – Replace hot water tanks w/ new gas fired hot water tanks</i>	Complete
9	HFC Family Locker Room Shower Stalls <i>FY19 \$30,000 – Replace shower stall inserts w/ tile</i>	Complete
10	HFC Chiller 10 Year Maintenance Package <i>FY19 \$110,000 – Perform periodic recommended tear down and maintenance</i>	Awaiting Start-up

TAB D

11	LA Chemistry Hood Repairs <i>FY19 \$840,000 – Complete repairs on existing lab hoods</i>	Complete
12	LA Corridor Tile Floor Replacement 2 nd Floor + Bridge <i>FY19 \$410,000 – Replace quarry tile flooring w/ resilient flooring</i>	Complete
13	LA Water Softener Replacement <i>FY19 \$45,000 – Replace existing softener</i>	Complete
14	LA Roofing Repairs <i>FY19 \$60,000 – Complete repairs to the roof/parapet wall interface</i>	Complete
15	OEB Isolation Valve Replacement <i>FY19 \$20,000 – Relocate valve and strainer to accessible location</i>	Complete
16	Campus Wide Fall Protection Upgrades <i>FY19 \$30,000 – Install new OSHA compliant upgrades for roof fall protection</i>	Deferred FY21
17	HFC Defender Tank Replacement <i>FY19 \$90,000 – Replace failing components.</i>	Complete
18	HFC Repair Women's Hot Tub <i>FY19 \$300,000 – Investigate and repair leaks in system.</i>	Complete
19	HFC Pool Chemical Systems Upgrades <i>FY19 \$97,000 – Replace failing components and install redundant systems</i>	Complete
20	OEB Underground Exhaust Replacement <i>FY20 \$65,000 – Replace failing underground exhaust duct components.</i>	Complete
21	EC Water Softener Replacement <i>FY20 \$15,000 – Replace failing water softener.</i>	Complete
22	FEB Hot Water Heater Replacement <i>FY20 \$16,000 – Replace failing hot water tanks.</i>	Complete
23	GM Water Softener Replacement <i>FY20 \$25,000 – Replace failing water softener.</i>	Complete
24	SRB Dock 1 and 2 Loading Dock Replacement <i>FY20 \$70,000 – Replace failing dock levelers.</i>	Complete
25	Upgrade GM & LA Fire Alarm Panels <i>FY20 \$85,000 – Upgrade existing FA alarm panels to current standard.</i>	Award in progress.
26	EC Summer Boilers Upgrades <i>FY20 \$75,000 – Retro commission and replace selective components.</i>	Design in progress.
27	EC Chiller 10 Year Maintenance Package <i>FY20 \$180,000 – Perform periodic recommended tear down and maintenance</i>	Ongoing
28	HFC Pool Surface Refinishing <i>FY20 \$200,000 – Resurface lap and therapy pool surfaces.</i>	Awaiting Start Date
29	HFC Locker Room Renovation <i>FY20 \$625,000 – Renovate finishes in Men's & Women's locker rooms.</i>	Project deferred
30	HFC Flooring Replacement <i>Kids in Motion area</i>	Design in progress
31	HFC Men's Hot Tub Renovation <i>FY20 \$163,000 – Repair performance issues and upgrade finishes</i>	Award in process
32	Campus Wide Concrete Repairs and Replacement <i>FY20 \$80,000 – Replace failing concrete sidewalks and catch basins.</i>	Complete

TAB D

Campus Repair & Maintenance Projects Update

ID Number	Project Description	Status of Project
1	SEMOG Non-Motorized Pathway <i>FY18 \$80,000 – WCC cost to support new grant funded pathway along HRD</i>	Start date 3/23/20
2	Exterior Messaging Signage <i>FY18 \$75,000 – Install messaging sign near the ML building along HRD</i>	Township Permitting
3	OE163 Replace epoxy flooring. <i>FY19 \$125,000 – Replace existing floor surface in main auto lab</i>	Complete
4	Replace Welding Lab Overhead Lighting <i>FY19 \$30,000 – Improved overhead lighting with new LED fixtures</i>	Complete
5	OEB Update Staff Restrooms <i>FY19 \$30,000 – Update existing staff restrooms</i>	Complete
6	Install motorized loading dock plate <i>FY19 \$20,000 – Install motorized loading dock for SC dock space</i>	Construction in progress. Additional engineering required.
7	WTMC Hoop House Upgrades <i>FY19 \$0(WTMC Funded) – Upgrades to the outside greenhouse and classroom</i>	Complete
8	SC Install 100A Electrical Service for Cappuccino Machine <i>FY19 \$8,000 – Install new 100A service in Garrett's.</i>	Complete
9	ML Aesthetics Upgrade Project <i>FY19 \$225,000 – Replace wall, floor and ceiling finishes in select locations.</i>	Cancelled
10	SC Aesthetics Upgrade Project <i>FY19 \$253,000 – Replace wall, floor and ceiling finishes in select locations.</i>	Complete
11	OEB Nederman Arm Installation <i>FY20 \$19,000 – install new ventilation arms in welding lab.</i>	Complete
12	OEB 129 Renovation <i>FY20 \$26,000 – Replace furniture, wall, floor and ceiling finishes.</i>	Complete
13	SC Reinforce Exterior Loading Dock <i>FY20 \$100,000 – Reinforce suspended concrete slab at loading dock</i>	Award in progress.
14	Health Sciences TI201 Surgical Tech Expansion <i>FY20 \$170,000 – Complete renovation of new surgical tech lab and classroom.</i>	Complete
15	Health Sciences TI211 Group Study Renovation <i>FY20 \$40,000 – Complete renovation of new group study room.</i>	Complete
16	Health Sciences PTA Expansion into TI106 <i>FY20 \$84,000 – Expand PTA program into TI106 and renovate space</i>	Award in progress.
17	Health Sciences TI116 & 118 Room Combination <i>FY20 \$211,000 – Combine rooms into larger multi function classroom.</i>	Award in progress.
18	Health Sciences TI235 Office & Conference Room Reno <i>FY20 \$55,000 – Complete renovation of new office and conference room.</i>	Award in progress.
19	Expand HFC Laundry Facilities <i>FY20 \$61,000 – Complete expansion renovation to accommodate additional services.</i>	Awaiting Start Date
20	Construct Observation Dock in Pond <i>FY20 \$35,000 – Complete renovation of new surgical tech lab and classroom.</i>	Award in progress
21	Relocate The Voice to SC109 <i>FY20 \$56,000 – Complete renovation of new Voice office suite.</i>	Construction in progress
22	TI226 Office Buildout <i>FY20 \$70,000 – Convert existing classroom into new office space.</i>	Complete

TAB D

Construction Contracts issued in the past 60 days exceeding \$20,000

1. ComSource Inc, annual lease agreement, two way radio system \$42,600
2. Advanced Pools, HFC pool Resurfacing, \$91,125

TAB E

Board of Trustees

Washtenaw Community College

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

ACTION

Subject

Health & Fitness Center Men's Hot Tub Renovation Project

Date

March 31, 2020

Background

This project replaces the hot tub located within the Men's locker room in the Health and Fitness Center (HFC). There is a hot tub in each of the locker rooms and a coed tub located on the pool deck. The three hot tubs are a highly regarded feature of the HFC and popular with center patrons. Originally constructed 12 years ago, the men's hot tub has been experiencing significant performance issues over the past year and requires immediate repair.

Similar to the women's hot tub problems that were resolved in FY 2019, the men's hot tub experiences constant flow and jet pressure issues. The most feasible method to remedy these issues is to rebuild the hot tub. Under this project, concrete portions of the hot tub will be removed, water lines that are collapsed will be replaced and the remaining water lines will be pressurized to confirm their integrity before the tub is rebuilt. Funds exist within the Deferred Maintenance Fund to execute this project.

RECOMMENDATION

It is the recommendation that the Board of Trustees approve a construction contract with Barruzzini Contracting LLC in the amount of \$163,000.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: William Johnson
Title: Executive Vice President of Finance
and CFO

Recommended by:



Rose B. Bellanca, President

Board of Trustees
Washtenaw Community College

DISCUSSION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
Revisions to Policy 2030, Residency Policy

Date
March 31, 2020

RECOMMENDATION

That the Board of Trustees approve the proposed revisions to Policy 2030, Residency Policy.

IF MOVED TO ACTION, A ROLL CALL VOTE WILL BE TAKEN.

Prepared by: Linda Blakey
Title: Executive Vice President
Student and Academic Services

Recommended by: 
Rose B. Bellanca, President

Proposed Change to Policy 2030 – Residency

In 2013 residency policy was updated to allow students with Deferred Action for Childhood Arrivals (DACA) status to establish residency status based on their place of residence – in-district, out-district, or out-state. Students with DACA status were treated the same as students with permanent resident alien (green card), asylum, or refugee status in the ability to establish a residency status. Students without one of these statuses who are not U.S. citizens have international residency status and pay the international tuition rate.

In September 2017 the Federal government stopped processing new DACA applications. DACA required individuals to have graduated from a U.S. high school, arrived in the United States prior to their 16th birthday, and lived continuously in the U.S. prior to application.

The proposed policy update allows individuals who attend an accredited Michigan high school for at least 3 years and either graduate from an accredited Michigan high school or complete a GED to be classified as in-district, out-district, or out-state residents for the assessment of tuition. The residency status of these individuals will be determined as if they are U.S. citizens, or have permanent resident alien (green card), asylum, or refugee status through the INS.

Non U.S. citizens who are present in the United States on a temporary or student visa shall not be eligible for classification as in-district, out-district, or out-state residents.

The proposed change is aligned with the residency rule changes that have been instituted at several colleges and universities in Michigan including the University of Michigan and Eastern Michigan University.

2030 Residency Policy

Policy Statement:

Students enrolling at Washtenaw Community College shall be classified in-district, out-district, out-state, or ~~out-country~~international at the time of enrollment.

Guidelines:

Classification of Residence

Applicants who are U.S. citizens or who have permanent resident alien, asylum, refugee, or valid DACA (Deferred Action for Childhood Arrivals) status through the Immigration and Naturalization Service or have established Michigan residence by attending Michigan schools (see below) will be classified as In-District, Out-District, or Out-State students:

In-District Students are

- Applicants who are legal residents in
- Applicants who live with and whose spouse is a legal resident in
- Applicants who live with and are dependent on a parent or a legal guardian who is a legal resident in the Washtenaw Community College District
- Immediately prior to the first day of the semester if previous residency was within Michigan
- 6 months immediately prior to the first day of the semester if previous residency was outside of Michigan

Out-District Students are

- applicants who do not meet the requirements of an in-district student, but who are and have been legal residents of the State of Michigan for at least six months.

Out-State Students are

- applicants who reside outside the state or who have not been legal residents of the state of Michigan for at least six months or applicants who do not sufficiently document their residence.

~~Out-Country~~International Students are

- applicants who are not U.S. citizens or do not have permanent resident alien, asylum, refugee, or valid DACA status through the Immigration and Naturalization Service.

Aspects of Residency

- A. The residency of a student will be based on the address of the student's legal residence.

- B. The legal residency of a student will be established using methods recommended by the State of Michigan.
- C. The residency of minors (under 18) shall follow that of their parents or legal guardian. Students under 18 may qualify as in-district residents regardless of their parent's residence if they can provide sufficient evidence they are independently supporting themselves and are legal residents in the Washtenaw Community College District.

D. A student who is not a U.S. citizen and does not have permanent resident alien, asylum, refugee or valid DACA status who attended an accredited Michigan high school for at least three years and thereafter (a) graduated from an accredited Michigan high school or (b) received a Michigan General Education Development High School Equivalency Certificate (GED) may be classified as In-District, Out-District, or Out-State student.

D.E. The residency of any person, other than a parent or legal guardian, who may furnish funds for payment of college fees, shall in no way affect the residency of the student.

E.F. Those students who are transferred to the State by the military or have been discharged from the military within the last six months must present appropriate documentation to waive the six month Michigan residency requirement. WCC values our military veterans and service members. The six month in state residency requirement may be waived for an honorably discharged veteran student and any student currently serving in the military. Appropriate documentation is required for the student and dependent(s).

F.G. Any individual using educational assistance under either Chapter 30 (Montgomery GI Bill® — Active Duty Program), Chapter 33 (Post-9/11 GI Bill®), of title 38, United States Code, and/or the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311(b)(9)) who lives in the State of Michigan while attending Washtenaw Community College (regardless of his/her formal state of residence) will be eligible for in-state tuition.

G.H. The student may petition to officially change residency status by supplying proof of residence to the Student Records Office. Students petitioning to change their residency for a specified semester must do so by the published deadline for that semester. Residency changes made after the deadline will take effect the following semester.

Outcomes:

The residency status of Washtenaw Community College students will be accurately determined and maintained.

NOTE: The residency classification of a student at Washtenaw Community College does not necessarily apply to the residency requirements at other colleges and universities.

Adopted: October 27, 1987
Revised: December 10, 1996
Revised: October 26, 1999
Revised: March 22, 2005
Revised: October 13, 2009

Revised: July 23, 2013
Revised: April 28, 2015
Revised: March 31, 2020
(2030)

2030 Residency Policy

Policy Statement:

Students enrolling at Washtenaw Community College shall be classified in-district, out-district, out-state, or international at the time of enrollment.

Guidelines:

Classification of Residence

Applicants who are U.S. citizens or who have permanent resident alien, asylum, refugee, or valid DACA (Deferred Action for Childhood Arrivals) status through the Immigration and Naturalization Service or have established Michigan residence by attending Michigan schools (see below) will be classified as In-District, Out-District, or Out-State students:

In-District Students are

- Applicants who are legal residents in
- Applicants who live with and whose spouse is a legal resident in
- Applicants who live with and are dependent on a parent or a legal guardian who is a legal resident in the Washtenaw Community College District
- Immediately prior to the first day of the semester if previous residency was within Michigan
- 6 months immediately prior to the first day of the semester if previous residency was outside of Michigan

Out-District Students are

- applicants who do not meet the requirements of an in-district student, but who are and have been legal residents of the State of Michigan for at least six months.

Out-State Students are

- applicants who reside outside the state or who have not been legal residents of the state of Michigan for at least six months or applicants who do not sufficiently document their residence.

International Students are

- applicants who are not U.S. citizens or do not have permanent resident alien, asylum, refugee, or valid DACA status through the Immigration and Naturalization Service.

Aspects of Residency

- A. The residency of a student will be based on the address of the student's legal residence.

- B. The legal residency of a student will be established using methods recommended by the State of Michigan.
- C. The residency of minors (under 18) shall follow that of their parents or legal guardian. Students under 18 may qualify as in-district residents regardless of their parent's residence if they can provide sufficient evidence they are independently supporting themselves and are legal residents in the Washtenaw Community College District.
- D. A student who is not a U.S. citizen and does not have permanent resident alien, asylum, refugee or valid DACA status who attended an accredited Michigan high school for at least three years and thereafter (a) graduated from an accredited Michigan high school or (b) received a Michigan General Education Development High School Equivalency Certificate (GED) may be classified as In-District, Out-District, or Out-State student.
- E. The residency of any person, other than a parent or legal guardian, who may furnish funds for payment of college fees, shall in no way affect the residency of the student.
- F. Those students who are transferred to the State by the military or have been discharged from the military within the last six months must present appropriate documentation to waive the six month Michigan residency requirement. WCC values our military veterans and service members. The six month in state residency requirement may be waived for an honorably discharged veteran student and any student currently serving in the military. Appropriate documentation is required for the student and dependent(s).
- G. Any individual using educational assistance under either Chapter 30 (Montgomery GI Bill® — Active Duty Program), Chapter 33 (Post-9/11 GI Bill®), of title 38, United States Code, and/or the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311(b)(9)) who lives in the State of Michigan while attending Washtenaw Community College (regardless of his/her formal state of residence) will be eligible for in-state tuition.
- H. The student may petition to officially change residency status by supplying proof of residence to the Student Records Office. Students petitioning to change their residency for a specified semester must do so by the published deadline for that semester. Residency changes made after the deadline will take effect the following semester.

Outcomes:

The residency status of Washtenaw Community College students will be accurately determined and maintained.

NOTE: The residency classification of a student at Washtenaw Community College does not necessarily apply to the residency requirements at other colleges and universities.

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Revised: April 28, 2015
Revised: March 31, 2020
(2030)

DRAFT

Board of Trustees Washtenaw Community College

DISCUSSION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
Recommendation for New Programs for 2020-21

Date
March 31, 2020


RECOMMENDATION

That the Board of Trustees approve the New Programs and 3 + 1 Articulation Agreements for Fall 2020 as listed below:

- ✿ Transportation Technologies Associate in Applied Science – Advanced Technology and Public Services
- ✿ Advanced Automotive Services Technician Advanced Certificate – Advanced Technology and Public Services Division
- ✿ Automotive Cybersecurity Certificate – Business and Computer Technologies Division
- ✿ Management Certificate Business and Computer Technologies Division
- ✿ 3 + 1 Articulation Agreements
 - ✿ AAS in Physical Therapist Assistant - Eastern Michigan University /BS in Exercise Science
 - ✿ AAS in Physical Therapist Assistant - Eastern Michigan University/ BS in Exercise Science
 - ✿ AS in Construction Supervision - Rowan University / BA in Construction Management

IF MOVED TO ACTION, A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Dr. Kimberly Hurns
Title: Vice President for Instruction

Recommended by: 
Rose B. Bellanca, President

Recommendation for New Programs 2020-2021

Transportation Technologies Associate in Applied Science – 60 Credits Advanced Technology and Public Services Division Transportation Technology Department

Description: In this Associate in Applied Science degree program, students have a choice to follow any of three different specialty tracks that will prepare them for employment in the transportation industry. This option can be selected if an associate's degree is required for employment or advancement in a field. Each track features a variety of application level classes where students perform lab-oriented practice for the required skills in the automotive service, auto body repair or motorcycle service related fields. Students will learn using the latest technology, methods and tooling in area of concentration.

Students will select a specialized track in one of the following areas, each of which has its own associated certificate program(s).

- Auto Service
- Auto Body
- Motorcycle Service

The program prepares the student for the State of Michigan Mechanics certification tests as well as the National Institute for Automotive Service Excellence (ASE) Certification Exams. Meet with a divisional advisor or faculty member for assistance in developing a concentration of study. An advisor can help determine career interests and educational goals, as well as provide transfer and career information.

Need/Job Demand: Employers in the transportation sectors are experiencing a gap between the supply of skilled workers and the demand for job ready employees. Indeed.com currently lists over 80,000 job openings around the United States in these fields and over 2,000 in Michigan. The Bureau of labor statistics anticipates an average projected growth (4-9%) between 2018 and 2028.¹

Student Learning Outcomes:

1. Demonstrate the mastery of skills related to the student's technical concentration.
2. Apply critical thinking skills to solve an identified problem in the student's technical concentration.
3. Demonstrate and apply required industry related safety standards.

Curriculum Review: Reviewed by the Curriculum and Assessment Committees 1/23/20.

Wage Data: The median salary in 2019 was \$15.00-\$24.50 hourly or \$36,790 to \$47,350 annually.

¹ Occupational Outlook Handbook Bureau of Labor Statistics

Recommendation for New Programs 2020-2021

Program Requirements:

Automotive Services Pathway

Semester 1	Title	Credits
Elective	Math Elective	3
Elective	Writing/Composition Elective	3
ASV 130	Automotive Maintenance	4
ASV 131	Automotive Electrical	4
Restricted Elective	Restricted Elective 1*	2 - 4
		16-18
Semester 2	Title	Credits
ASV 132	Automotive Engines	4
ASV 133	Automotive Fuel Systems	4
ASV 134	Automotive Transmissions	4
ASV 135	Facility Operations	3
Restricted Elective	Restricted Elective 2**	2 – 4
		17-19
Semester 3	Title	Credits
Elective	Arts and Humanities Elective	3
Elective	2 nd Writing/Composition or Communication Elective	3
ASV 254	Suspension and Steering	2
ASV 255	Brakes	2
ASV 256	Electrical and Electronic Systems	4
ASV 258	Engine Drivability	2
		16
Semester 4	Title	Credits
Elective	Natural Science Elective	3
Elective	Social and Behavioral Science Elective	3
ASV 251	Engine Diagnosis and Repair	2
ASV 257	Heating and Air Conditioning Systems	2
ASV 266	Advanced Transmissions	2
		12
Minimum Credits		61

* Restricted Elective 1: Select from ASV 174, ASV 269, ASV 270, ASV 277, ASV 279, ABR 114, MTT 102, WAF 105, ABR 111 or CST 185.

** Restricted Elective 2: Select from ABR 140 or WAF 103.

Recommendation for New Programs 2020-2021

Motorcycle Services Pathway

Semester 1	Title	Credits
Elective	Math Elective	3
Elective	Writing/Composition Elective	3
MST 110	Motorcycle Service Technology I	4
ABR 114 or WAF 105	Applied Auto Body Welding Introduction to Welding Processes	4
Restricted Elective	Restricted Elective*	2 - 4
		16 - 18
Semester 2	Title	Credits
MST 120	Motorcycle Service Technology II	4
MST 130	Motorcycle Service Technology III	4
MTT 102 or MST 230	Machining for the Technologies Motorcycle Service Technology III	2 - 3
ABR 140 or WAF 103	Aluminum Welding for Automotive Applications Introduction to Gas Tungsten Arc Welding	2 - 4
Restricted Elective	Restricted Elective*	2 - 4
		14 - 19
Semester 3	Title	Credits
Elective	Arts and Humanities Elective	3
Elective	Writing/Composition or Communication Elective	3
MST 140	Motorcycle Service Technology IV	4
MST 220	Dynamometer Operations	4
Restricted Elective	Restricted Elective*	2 - 4
		16 - 18
Semester 4	Title	Credits
Elective	Natural Science Elective	3
Elective	Social and Behavioral Science Elective	3
MST 210	Performance Engine Technology	4
MST 225	Advanced Dynamometer Tuning	4
		14
Minimum Credits		60 - 69

* Restricted Elective: Select from ABR 119, ABR 201, ASV 130, MST 106 or MST 112

Recommendation for New Programs 2020-2021

Auto Body Pathway

Semester 1	Title	Credits
Elective	Math Elective	3
Elective	Writing/Composition Elective	3
ABR 111	Introduction to Auto Body Repair	4
ABR 112	Introduction to Automotive Refinishing	4
ABR 114	Applied Auto Body Welding	2
		16
Semester 2	Title	Credits
ABR 113	Estimating and Shop Operations	4
ABR 119	The Art of Metal Shaping	2
ABR 123	Technical Auto Body Repair	4
ABR 124	Technical Automotive Refinishing	4
Restricted Elective	Restricted Elective*	2 – 4
		16 - 18
Semester 3	Title	Credits
Elective	Arts and Humanities Elective	3
Elective	Writing/Composition or Communication Elective	3
ABR 135 or ASV 130	Collision-Related Mechanical and Electrical Repairs Automotive Maintenance	4
ABR 140	Aluminum Welding for Automotive Applications	4
Restricted Elective	Restricted Elective*	2 - 4
		16 - 18
Semester 4	Title	Credits
Elective	Natural Science Elective	3
Elective	Social and Behavioral Science Elective	3
ABR 201	Lightweighting Composite Repair	4
Restricted Elective	Restricted Elective*	2 - 4
		12 - 14
Minimum Credits		60 - 66

Recommendation for New Programs 2020-2021

Advanced Automotive Services Technician

Advanced Certificate – 12 Credits

Advanced Technology and Public Services Division Transportation Technology Department

Description: This advanced certificate builds on the electrical and mechanical skills developed in the Automotive Services Technician (CTASVT) certificate. This advanced certificate prepares students for employment as a certified automotive technician. The program also prepares the student for the State of Michigan Mechanic certification tests as well as the National Institute for Automotive Service Excellence (ASE) certification exams.

Using specialized electrical diagnostic equipment students will diagnose and repair vehicle systems such as Automotive Engines, Automatic and Manual Transmissions, Automotive HVAC systems and Powertrain Drivability systems.

Need/Job Demand: Employers in the transportation sectors are experiencing a gap between the supply of skilled workers and the demand for job ready employees. Indeed.com currently lists over 80,000 job openings around the United States in these fields and over 2,000 in Michigan. The Bureau of labor statistics anticipates an average projected growth (4-9%) between 2018 and 2028.

Student Learning Outcomes:

1. Diagnose and repair vehicle engine components.
2. Perform engine related repairs on project vehicles
3. Perform powertrain control module faults using vehicle specific equipment.

Curriculum Review: Reviewed by the Curriculum and Assessment Committees 1/23/20.

Wage Data: The median salary in 2019 was \$15.00-\$24.50 hourly or \$36,790 to \$47,350 annually.²

Program Requirements:

Course Code	Title	Credits
ASV 135	Facility Operations	2 credits
ASV 257	Heating and Air Conditioning Systems	2 credits
ASV 266	Advanced Transmissions and Drivetrain	2 credits
ASV 258	Engine Drivability	2 credits
ASV 251	Engine Diagnosis and Repair	2 credits
Restricted Electives	Select 2 credits from ABR 140 or WAF 103	2 credits
Total	Total	12 credits

² Occupational Outlook Handbook Bureau of Labor Statistics

Recommendation for New Programs 2020-2021

Automotive Cybersecurity Certificate – 19 Credits Business and Computer Technologies Division Computer Science and Information Technology Department

Description: This certificate program is designed to meet the emerging demand for highly skilled automotive cybersecurity professionals. In this certificate program, students are introduced to the skills and strategies needed to test security related to automobile networks and related infrastructure. Students will work with the various automobile networks (CAN, LIN, Ethernet, and FlexRay) and explore protocols and messages produced by the vehicle that could be vulnerable to attacks. Students will consider risk mitigation technologies including authentication, encryption and firewall technologies.

Learners in this program acquire the following skills: Learn basic networking concepts including V2V, V2I and V2X communication; Understand common security terms and concepts and how they relate to automobiles in both a technical and compliance nature; Understand relevant vehicle technologies including ECU's (Electronic control unit) and basic electrical theory; Read and write basic computer programs and scripts; Develop process and procedures for testing the security of a vehicle's information network; Practice reverse engineering techniques for testing security.

Need/Job Demand: Today there are over 100 million lines of code in the average modern high end vehicle with multiple entry points for bad actors. As the threat of nation state hackers is on the rise, securing our critical infrastructure in the area of mobility has never been more important. Automotive companies have expanded their hiring needs to include Automotive Cyber Security Technicians and Engineers. These individuals will not only understand cyber security but be able to think like a hacker in order to make vehicles and the connected infrastructure safe from attacks.

Student Learning Outcomes:

1. Students will identify and use process and procedures for testing the security of a vehicle's information network.
2. Students will explain the components and protocols surrounding vehicle security.
3. Students will test the security of a vehicle network in order to find vulnerabilities.
4. Students will connect regulatory and compliance issues to connected automobiles.

Curriculum Review: Reviewed by the Curriculum and Assessment Committees 2/20/20.

Wage Data: This career field is too new to predict. However, the median pay for an Information Security Analysts is \$98,350 per year or \$47.28 per hour. Jobs are estimated to grow by 32% between 2018 and 2028.³

³ Occupational Outlook Handbook Bureau of Labor Statistics

Recommendation for New Programs 2020-2021

Program Requirements:

Course Code	Title	Credits
CST 185	Local and Mobile Networking Essentials	4 credits
CSS 200	Introduction to Network Security - Security+	4 credits
ASV 131	Automotive Electrical	4 credits
CPS 120	Introduction to Computer Science	3 credits
CSS 285	Pen Testing Automotive Platforms	4 credits
Total	Total	19 credits

Recommendation for New Programs 2020-2021

Management Certificate – 12 credits Business and Computer Technologies Division Business Department

Description: This certificate offers students an opportunity to acquire skills to supervise an operation by learning and applying basic management principles through case studies and exercises. Upon completing this program, students will be able to use various tools to manage an operation which includes developing goals, organizing work activities, promoting desired employee performance, and monitoring productivity with a customer focus. Emphasis will be placed on developing skills that will involve both a critical and creative approach to management problem-solving activities. The certificate may also be applied toward various WCC Associate in Applied Science Degrees.

Need/Job Demand: This is a high demand, high skill and high wage program as defined by the [Michigan Community College Network](#)⁴.

Student Learning Outcomes:

1. Recognize and apply tools and skills required for management in common organizational settings
2. Recognize and apply management skills, tools, and function of management in common organizational settings.

Curriculum Review: This program is moving from an advanced certificate to a certificate. It was reviewed by the Curriculum and Assessment Committees 2/13/20.

Wage Data: The median salary range in 2018 was \$54,240 to \$132,620 annually.

Course Code	Title	Credits
BMG 230	Principles of Management	3
BMG 273	Managing Operations	3
BMG 279	Performance Management	3
BMG 291 or BMG 231	Project Management Nonprofit Management	3
Total		12

⁴ <http://www.michigancc.net/ccdata/sd/pi.aspx>

Recommendation for New Programs 2020-2021

3 + 1 Articulation Agreement Degree Programs

**Washtenaw Community College – AAS in Physical Therapist Assistant
And
Eastern Michigan University – BS in Exercise Science**

Title	Credits
General Education/MTA	30 credits
WCC Accounting Requirements and Electives	50 credits
Total Transfer Credits	80 credits

**Washtenaw Community College – AAS in Multiple Programs
And
Purdue University Fort Wayne – BAS in Applied Science Program**

Title	Credits
General Education	30 credits
WCC Requirements and Electives	58 credits
Total Transfer Credits	88 credits

**Washtenaw Community College – AS in Construction Supervision
And
Rowan University – BA in Construction Management**

Title	Credits
General Education	36 credits
WCC Construction Supervision Requirements and Electives	48 credits
Total Transfer Credits	84 credits

Board of Trustees

Washtenaw Community College

4800 E. Huron River Drive
Ann Arbor, Michigan 48105

DISCUSSION

Subject

Recommendation to Discontinue Programs 2020-21

Date

March 31, 2020

RECOMMENDATION

That the Board of Trustees approve the discontinuation of the 3 + 1 Articulation Agreements and Programs for the Fall 2020 as listed below:

- ❖ Automotive Services Technology (APASRV)
- ❖ Collision Repair and Refinish Technician (CVCRR)
- ❖ Facility & Energy Management (CTFEM)
- ❖ Sustainable Building Practices (CTSBP)
- ❖ 3+1 Program with College for Creative Studies
 - Photographic Technology /BFA in Photography
- ❖ 3+1 Programs with Eastern Michigan University
 - Computer Systems and Networking, Computer and Network Security Concentration/BS in Information Assurance and Cyber Defense
 - Early Childhood Education/BA in Early Childhood Education
 - Retail Management/ BS in Apparel, Textiles and Merchandising
- ❖ 3+1 Programs with Madonna University
 - Child Care Professional/BS in Child Development
- ❖ 3+1 Programs with Siena Heights University
 - Environmental Science/ BS in Environmental Science
- ❖ 3+1 Programs with University of Michigan Flint
 - Nursing/University of Michigan Flint – BSN



3+1 Programs with Wayne State University

- Automation Technology or AAS in Heating, Ventilation, Air Conditioning and Refrigeration/BS in Electrical/Electronic Engineering Technology, BS in Electromechanical Engineering Technology or BS in Mechanical Engineering Technology

IF MOVED TO ACTION, A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Dr. Kimberly Hurns

Title: Vice President of Instruction

Recommended by:

Rose B. Bellanca, Ed.D.

Rose B. Bellanca, President

Recommendation for Discontinued Programs for 2020-2021

Automotive Services Technology (APASRV)

This program is being discontinued effective Fall 2020. It was created in 2012 as a pathway for students who wished to earn an associate degree. WCC's new Transportation Technologies Associate in Applied Science degree will replace this program.

Compliance with WCC Policy: Students who have started the program will be moved to the Transportation Technologies AAS program without loss of credits.

Collision Repair and Refinish Technician (CVCRR)

This program is being discontinued effective Fall 2020. It was created in 2008 as a pathway for students who wished to learn advanced skills in collision repair and refinishing. WCC's new Transportation Technologies Associate in Applied Science degree will replace this program.

Compliance with WCC Policy: Students who have started the program will be individually advised in order to complete their requirements.

Facility & Energy Management (CTFEM)

This program is being discontinued effective Fall 2020. It was created in 2014 for students who wished to develop skills in the area of facility energy management. No students are currently enrolled in this program.

Compliance with WCC Policy: No students are currently enrolled in this program.

Sustainable Building Practices (CTSBP)

This program is being discontinued effective Fall 2020. It was created in 2012 to provide an emphasis on sustainable building practices. No students are currently enrolled in this program.

Compliance with WCC Policy: No students are currently enrolled in this program.

Recommendation for Discontinued Programs for 2020-2021

3 + 1 Articulation Agreement Degree Programs

Washtenaw Community College – AAS in Photographic Technology And College for Creative Studies – BFA in Photography

Rationale: Articulation agreement dropped below 80 credit hours.

Compliance with WCC Policy: Students have 3 years to complete the coursework and transfer to the 4-year college.

Washtenaw Community College – AAS in Computer Systems and Networking, Computer and Network Security Concentration And Eastern Michigan University – BS in Information Assurance and Cyber Defense

Rationale: Agreement was developed for the embedded Computer and Network Security concentration. A separate associate degree program was created for this program and a new agreement has been approved.

Compliance with WCC Policy: Students have 3 years to complete the coursework and transfer to the 4-year college.

Washtenaw Community College – AA in Early Childhood Education And Eastern Michigan University – BA in Early Childhood Education

Rationale: Articulation agreement dropped below 80 credit hours.

Compliance with WCC Policy: Students have 3 years to complete the coursework and transfer to the 4-year college.

Washtenaw Community College – AAS in Retail Management And Eastern Michigan University – BS in Apparel, Textiles and Merchandising

Rationale: Articulation agreement dropped below 80 credit hours.

Compliance with WCC Policy: Students have 3 years to complete the coursework and transfer to the 4-year college.

Recommendation for Discontinued Programs for 2020-2021

Washtenaw Community College – AAS in Child Care Professional And Madonna University – BS in Child Development

Rationale: Agreement not renewed.

Compliance with WCC Policy: Students have 3 years to complete the coursework and transfer to the 4-year college.

Washtenaw Community College – AS in Environmental Science And Siena Heights University – BS in Environmental Science

Rationale: Articulation agreement dropped below 80 credit hours.

Compliance with WCC Policy: Students have 3 years to complete the coursework and transfer to the 4-year college.

Washtenaw Community College – AAS Nursing And University of Michigan Flint – BSN

Rationale: Articulation agreement not renewed.

Compliance with WCC Policy: Students have 3 years to complete the coursework and transfer to the 4-year college.

Washtenaw Community College – AAS in Automation Technology or AAS in Heating, Ventilation, Air Conditioning and Refrigeration And Wayne State University – BS in Electrical/Electronic Engineering Technology, BS in Electromechanical Engineering Technology or BS in Mechanical Engineering Technology

Rationale: Articulation agreement not renewed. New agreement begin developed.

Compliance with WCC Policy: Students have 3 years to complete the coursework and transfer to the 4-year college.

Board of Trustees

Washtenaw Community College

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

DISCUSSION

Subject

Resolution to recommend the Allowable 2020-21 Ad Valorem Tax Rate

Date

March 31, 2020

RECOMMENDATION

That the Board of Trustees recommends that the College, when developing its FY 2021 Budget utilize the maximum allowable 2019-20 Ad Valorem Rate for operations, which at its current rate of 3.3763 mills will generate approximately \$60,624,340 of gross tax revenue.

IF MOVED TO ACTION, A ROLL CALL VOTE WILL BE TAKEN

Prepared by: William Johnson

Title: Executive Vice President of Finance
and CFO

Recommended by:

Rose B. Bellanca Ed.D.
Rose B. Bellanca, President
