

SEPTEMBER 22, 2020
MONTHLY MEETING OF
THE BOARD OF TRUSTEES

The monthly meeting of the Washtenaw Community College Board of Trustees will begin at 6:00 pm on September 22, 2020. This meeting will be held electronically due to the [Executive Order](#) of Governor Whitmer, dated July 17, 2020.

Immediately following the monthly meeting, the Board will meet virtually in a Closed Session to discuss collective bargaining.

PUBLIC PARTICIPATION:

The public may join the meeting via the link below: <https://wccnet-edu.zoom.us/j/86157367426?pwd=eTRZQWNKMTZWWjZrS3Vsb1FTbjlFUT09>.

The public may also join the meeting via telephone using one of the following numbers and the webinar id below:

US: +1 646 876 9923 or +1 301 715 8592 or +1 312 626 6799 or +1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 (*for higher quality, dial a number based on your current location*)

Webinar ID: 861 5736 7426

PUBLIC COMMENTARY:

Citizens wishing to participate during Citizen Participation should email comments to Vanessa Brooks – vbrooks@wccnet.edu by 2:00 pm prior to the start of the meeting. Comments will be read during the public commentary 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 2:00 pm prior to the start of the meeting.

**WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
6:00 P.M. – SEPTEMBER 22, 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. Presentation on the Local Strategic Value Document (*SB 0927 of 2020*)
- V. REPORTS**
 - A. Monthly Reports
 - 1. Personnel Recommendations **(Action)**.....Tab B
 - 2. Financial Reports (Year End – June 2020) **(Action)**.....Tab C
 - 3. Facilities Development ReportTab D
- VI. REMARKS**
 - A. Remarks of Members of Board of Trustees
 - B. President’s Remarks
- VII. NEW BUSINESS**
 - A. Discussion
 - 1. Recommendation for New Programs 2020-21Tab E
 - 2. Review of the 2022 – 2026 WCC Capital Outlay Plan.....Tab F
 - 3. Operational Reporting Tool ContractTab G
 - B. Action
 - 1. Resolution Regarding SB 0927 of 2020 **(Action)**.....Tab H
 - 2. Revision to the 2020 Schedule of Monthly Board Meetings **(Action)**.....Tab I
- VIII. ADJOURNMENT OF MONTHLY MEETING AND MOVE INTO CLOSED SESSION TO DISCUSS COLLECTIVE BARGAINING (Action)**

Board of Trustees
Washtenaw Community College

ACTION

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

Subject
Approval of Minutes

Date
September 22, 2020

RECOMMENDATION

That the Board of Trustees approve the minutes of the July 28th 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, Ed. D.*
Rose B. Bellanca, President

MINUTES
WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
TUESDAY, JULY 28, 2020

CALL TO ORDER

The Monthly Meeting of the WCC Board of Trustees was called to order by Chair Christina Fleming on July 28, 2020 at 1:09 p.m. virtually per [Executive Order 2020-154](#) issued on July 17, 2020 by Governor Whitmer.

Present: Chair Christina Fleming, Vice Chair Bill Milliken (*arrived at 1:15 due to technical issues*), Treasurer Angela Davis (*departed at 2:15 p.m.*), Secretary David DeVarti, Trustee Ruth Hatcher, Trustee Richard J. Landau and Trustee Diana McKnight-Morton

Approval of Agenda (Action)

It was moved by Trustee McKnight-Morton and seconded by Treasurer Davis that the Board approve the agenda for the July 28th Monthly Meeting as submitted.

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

Approval of Minutes (Action)

It was moved by Treasurer Davis and seconded by Trustee Hatcher that the Board approve the minutes of June 23rd Monthly Meeting and July 15th Special meeting as submitted.

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

CITIZEN PARTICIPATION

WCC Education Association

Ms. Julie Kissel, English and College Readiness faculty member and WCEA President informed the Board that preparation for fall semester has picked up speed since the last Board Meeting. She also extended congratulations to the Office Professional/Technical Association on the ratification of their contract. Lastly, she wished Jim Egan, Phil Geyer, and others well in their next adventure of retirement.

Public Comments

Mr. Gary Marquardt, Executive Chef submitted a public comment on the teach-out plan and closure of the Culinary Arts Program.

Mr. Thomas, Culinary Dean, Baker College submitted a public comment on the teach-out plan and closure of the Culinary Arts Program.

Ms. Nana Kubo, WCC Culinary Student submitted a public comment on the teach-out plan and closure of the Culinary Arts Program.

Call to order

Approval of Agenda (Action)

Approval of Minutes (Action)

CITIZEN PARTICIPATION

WCC Education Association
WCC Education Association

Public Comments

Mr. Leopold Chen, WCC Alumni submitted a public comment on the teach-out plan and closure of the Culinary Arts Program.

Public Comments
(cont.)

Mr. Jake Konner, WCC Alumni submitted a public comment on the teach-out plan and closure of the Culinary Arts Program.

Ms. Emily Clark, WCC Culinary Student submitted a public comment on the teach-out plan and closure of the Culinary Arts Program.

Ms. Samantha Evens, WCC Culinary Student submitted a public comment on the teach-out plan and closure of the Culinary Arts Program.

Written Communications

Written
Communications

There were nine public comments received.

SPECIAL REPORTS

SPECIAL REPORTS

Ellucian Update

Ellucian Update

Mr. David Buck, Ellucian General Manger provided the Board with a review of the first year of Ellucian managed services which included and focused on IT Operations and Process Updates. He also briefly spoke about the current and future efforts. Lastly, Mr. Todd Kreuger, WCC CIO, Ellucian, provided the Board with a brief overview about the strategic plan and focus of IT moving forward.

MONTHLY REPORTS

MONTHLY REPORTS

Personnel Recommendations (Action)

Personnel
Recommendations

It was moved by Trustee Hatcher and seconded by Vice Chair Milliken that the Board approve the personnel recommendations as submitted.

A roll call vote was taken: Chair Fleming; yes, Vice Chair Milliken; yes, Secretary DeVarti; yes, Trustee Hatcher; yes, Trustee Landau; yes, and Trustee McKnight-Morton; yes. The motion was adopted.

Facilities Development Report

Facilities Development
Report

Mr. William Johnson, Executive Vice President and CFO informed the Board that facilities is taking advantage of the small amount of people on campus and have about 45 active projects going in preparation for if and when employees return to campus.

REMARKS

REMARKS

Remarks from Members of the Board of Trustees

Remarks from
Members of the Board
of Trustees

Secretary DeVarti stated his appreciation on the comments on the closure of the Culinary Department. He also thanked Letitia Simmons, John Lucchesi, Nana Kubo, Angi Olson, James Eastman and anonymous statement about the Culinary Department.

Trustee McKnight-Morton suggested that the Trustees reach out to the President to get an understanding of the history of the Culinary Department.

Trustee Hatcher agreed that the names of those who sent written comments should be named in the minutes.

Chair Fleming stated that program closures are never taken lightly and appreciated the comments received.

President's Remarks

President Bellanca asked Vice President Hurns to share with the Board a few details on the future of the Culinary Arts Program. Vice President Hurns stated that the College maintains their commitment to all current students. Vice President Hurns informed the Board that the teach-out plan included individual learning plans for every student as well as access to foundation scholarships for students who qualify. Lastly, Vice President Hurns stated that the College will continue to provide education and prepare career paths in the hospitality industry based on the skills and competencies that are in demand and defined by industries.

President Bellanca reminded the Board that WCC is ranked among the top 50 best online community colleges in the country by AC Online, the top 10 online colleges in Michigan by Best Value Schools, the 8th best for online certificate programs in the country by Intelligent.com, and the #1 best community college in Michigan by Schools.com. Lastly, she thanked Vice President Hurns, the academic deans, Pete Baccile and his staff, and all our faculty who have worked so hard to make WCC a leader in online education.

Lastly, President Bellanca shared a video that she received from Joyce VanMeter, Senior Director of Public Safety and Service Training. The video featured thanks from Police Academy Cadets. Before the video was played President Bellanca thanked Joyce and her team and Patrick Downey and his team for making sure our cadets are safe while training to become Police Officers.

OLD BUSINESS

Gunder Myran Building HVAC Controls Upgrade Project (Action)

It was moved by Trustee Hatcher and seconded by Trustee McKnight-Morton that the Board approve a contract with Siemens in the amount not to exceed \$199,691.00 to replace the existing Gunder Myran HVAC controls systems.

A roll call vote was taken: Chair Fleming; yes, Vice Chair Milliken; yes, Secretary DeVarti; yes, Trustee Hatcher; yes, Trustee Landau; yes, and Trustee McKnight-Morton; yes. The motion was adopted.

NEW BUSINESS

MLB Retention Pond Restoration Contract

It was moved by Trustee McKnight-Morton and seconded by Secretary DeVarti that the Board approve a construction contract with Dragline Works in the amount not to exceed \$225,000.

Remarks from
Members of the Board
of Trustees (cont.)

President's Remarks

OLD BUSINESS

**Gunder Myran
Building HVAC
Controls Upgrade
Project (Action)**

NEW BUSINESS

**MLB Retention Pond
Restoration Contract**

A roll call vote was taken: Chair Fleming; yes, Vice Chair Milliken; yes, Secretary DeVarti; yes, Trustee Hatcher; yes, Trustee Landau; yes, and Trustee McKnight-Morton; yes. The motion was adopted.

Motion to Adjourn Monthly Meeting (Action)

It was moved by Trustee McKnight-Morton and seconded by Trustee Hatcher that the Board move to adjourn the Monthly Meeting. A roll call vote was taken: Chair Fleming; yes, Vice Chair Milliken; yes, Secretary DeVarti; yes, Trustee Hatcher; yes, Trustee Landau; yes, and Trustee McKnight-Morton; yes. The motion was adopted. The Monthly Meeting was adjourned at 3:08 p.m.

Respectfully submitted,

David DeVarti

Secretary

Christina Fleming

Chair

MLB Retention Pond
Restoration Contract
(cont.)

**Motion to Adjourn
Monthly Meeting
(Action)**

Board of Trustees

Washtenaw Community College

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

ACTION

Subject
Personnel Recommendations

Date
September 22, 2020

RECOMMENDATION

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

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 September 2020

Economic & College Development

Part-Time New Hires

Independent Staff

Michael Herman, Trainer, \$35.00 hourly

Kathleen Nelson, Trainer, \$35.00 hourly

Lisa Risko, Trainer, \$35.00 hourly

Joseph Zettelmaier, Trainer, \$35.00 hourly

Full-time Employment Ending

Susan Ferraro, Director of Public Relations, with seven (7) years of service

Instruction

Part-Time New Hires

Professional Faculty

Wallis Back, Behavioral Sciences, \$906 per course contact hour

Tracy Rosenfeld, Behavioral Sciences, \$906 per course contact hour

Hilmar von Strunck, Behavioral Sciences, \$906 per course contact hour

Justin Balog, English & College Readiness, \$906 per course contact hour

Sara Gomez-Perez, English & College Readiness, \$906 per course contact hour

Kathy Jones, English & College Readiness, \$906 per course contact hour

Dominic Meo, English & College Readiness, \$906 per course contact hour

Andrew Antis, Humanities, Languages, & the Arts, \$906 per course contact hour

Chad Bousley, Humanities, Languages, & the Arts, \$906 per course contact hour

James Cal Davenport, Humanities, Languages, & the Arts, \$906 per course contact hour

Lena Ellis-Boatman, Humanities, Languages, & the Arts, \$906 per course contact hour

Pamela Reister, Humanities, Languages, & the Arts, \$906 per course contact hour

Traci Shipley, Humanities, Languages, & the Arts, \$906 per course contact hour

Lilia Anand, Social Sciences, \$906 per course contact hour

Vincent Artman, Social Sciences, \$906 per course contact hour

Michele Bazner, Social Sciences, \$906 per course contact hour

Christine Cook, Social Sciences, \$906 per course contact hour

Tristan Coughlin, Social Sciences, \$906 per course contact hour

Nancy Parrish, Social Sciences, \$906 per course contact hour

Monica Rodriguez, Social Sciences, \$906 per course contact hour

Azamat Sakiev, Social Sciences, \$906 per course contact hour

Kristine Tshahiridis, Social Sciences, \$906 per course contact hour

Chad Turner, Social Sciences, \$906 per course contact hour

Yasemin Ulu, Social Sciences, \$906 per course contact hour

Cynthia Herald, Life Sciences, \$906 per course contact hour

Waleed Saudi, Life Sciences, \$906 per course contact hour

Richard Wagner, Life Sciences, \$906 per course contact hour

Zeeshan Ahmed, Physical Sciences, \$906 per course contact hour

Nancy Arias, Physical Sciences, \$906 per course contact hour
Kate Berg, Physical Sciences, \$906 per course contact hour
Hagan Capnerhurst, Physical Sciences, \$906 per course contact hour
Kevin Siehl, Physical Sciences, \$906 per course contact hour

Jason Raab, Computer Science & Information Technology, \$906 per course contact hour
William Adams, Computer Science & Information Technology, \$906 per course contact hour

Dawn Stetler, Culinary Arts & Hospitality Mgmt, \$906 per course contact hour

Brennen Patel, Welding & Fabrication, \$906 per course contact hour
Chad Cox, Welding & Fabrication, \$906 per course contact hour

Chelsea Agnetti, Nursing, \$906 per course contact hour
Bess Bertolis, Nursing, \$906 per course contact hour
Kristopher Filey, Nursing, \$906 per course contact hour
Grant Gluski, Nursing, \$906 per course contact hour
Kristine Kernan, Nursing, \$906 per course contact hour
Christina Ladd, Nursing, \$906 per course contact hour
Deanna McClain, Nursing, \$906 per course contact hour

Suzanne Carvalho, Medical Billing & Coding, \$906 per course contact hour

Support Staff

Umang Bhojani, STEM Scholars Program Tutor, \$13.10 hourly
Taylor Brubaker, STEM Scholars Program Tutor, \$13.10 hourly
Katherine Liddell, STEM Scholars Program Tutor, \$13.10 hourly
Yongxin Zheng, STEM Scholars Program Tutor, \$13.10 hourly

Full-time Employment Ending

Phil Geyer, Professional Faculty Computer Information Systems with twenty-two (22) years of service
William Reichert, Professional Faculty Networking, with twenty (20) years of service
Dale Petty, Professional Faculty Electricity/Electronics, with twenty-six (26) years of service
Jim Egan, Professional Faculty Mathematics, with thirty-one (31) years of service
Gary (Dan) Kier, Professional Faculty Digital Media Arts, with twenty (20) years of service

Student & Academic Services

Part-Time New Hires

Independent Staff

Christina Choi, Temp Public Safety Aide C19, \$14.94 hourly
Genie Chung, Temp Public Safety Aide C19, \$14.94 hourly
Amanda Erhart, Security Dispatcher, \$14.94 hourly
Sarah McDonald, Temp Public Safety Aide C19, \$14.94 hourly
Grace Powell, Temp Public Safety Aide C19, \$14.94 hourly
Miranda Reed, Temp Public Safety Aide C19, \$14.94 hourly
Gianluis Roman, Security Patrol Officer, \$14.94 hourly
Shiane Scott, Temp Public Safety Aide C19, \$14.94 hourly
Annmarie Thomas, Temp Public Safety Aide C19, \$14.94 hourly
Christopher Wolf, Security Patrol Officer, \$14.94 hourly
Haesoo Yoo, Temp Public Safety Aide C19, \$14.94 hourly

Full-time Employment Ending

Gluski, Kimberly, Adult Transitions Success Coach with two (2) years of service

Workforce & Community Development

Part-Time New Hires

Professional Faculty

Justo Burgos, Public Service Training, \$906 per course contact hour

Joshua Russell, Public Service Training, \$906 per course contact hour

Jacob Wagner, Public Service Training, \$906 per course contact hour

Matthew Roberts, Public Service Training, \$906 per course contact hour

Full-time Employment Ending

Lori Courvoisier, Coordinator Events Conference Services, with twenty-one (21) years of service

Advancement

No Report

Facilities Management

No Report

Finance

No Report

Human Resources

No Report

President

No Report

Board of Trustees

Washtenaw Community College

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

ACTION

Subject
Financial Reports (Year End – June 2020)

Date
September 22, 2020

RECOMMENDATION

That the Board of Trustees receive the Financial Reports for June 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, Ed.D.
Rose B. Bellanca, President

Financial Narrative

June 2020

The financial narrative discusses the financial operating performance of Washtenaw Community College for fiscal year 2019-20, the year ended June 30, 2020.

Revenue

As of June 30, 2020, Total Revenues were \$111.1 million; Total Expenditures and Operating Transfers were \$108.3 million. Revenues in total were behind the expected budget for the fiscal year by approximately \$1.6 million.

For both the Fall and Winter semesters credit hour enrollment for was down 1.2% from budget. The college attributes this variance to sustained economic improvement and historic low unemployment rates, along with the impact of the college's efforts to improve student completion rates. Spring Tuition revenue in total was ahead of the budget by approximately \$62,000. The Spring Tuition revenue amount includes 63% of the tuition revenue billed through June for the current Spring/Summer term, along with \$2.1 million of tuition revenue that was earned for the prior 2019 Spring/Summer term. Student fees represented the largest deviation from budget. This was attributed primarily to the loss of virtually all contact hour fees for the Spring/Summer semester as all classes were moved to an online environment. The COVID-19 pandemic did not have a severe impact on enrollment in fiscal year 2020 for the college. This was due in large part to the college doing an outstanding job transitioning to a primarily online and virtual learning environment.

State Aid revenue reflects the approved annual budget appropriation. The original budget appropriation was decreased by a State approved budget reduction of 11%, or \$1.5 million, in response to the COVID-19 pandemic. This reduction was partially offset by payments from the State to offset increases in the cost of the MPSERS pension plan which exceeded the college's budgeted revenue amounts by approximately \$905,000. Also included within State Aid revenue are two payments totaling approximately \$784,000 from the Local Community Stabilization Authority (the make whole mechanism for lost personal property tax revenue).

Receipts for Local Government Taxes were \$56.7 million for the fiscal year, which represents 101 percent of the total budgeted revenue from property taxes. Refunds of prior year taxes were below budget for the year.

The COVID-19 pandemic has also had a significant impact on a number of other revenue areas for the college. Contract training and community enrichment courses are often face-to-face classes and as such were not able to be offered during early stages of the pandemic. The conference center has cancelled all of its events for the foreseeable future.

Due to a worsening economy as a result of the COVID-19 pandemic, interest rates have fallen to close to zero. As a result, the college's short-term investment strategy fell behind budget expectations.

Operating Expenditures and Transfers

Total Expenditures and Transfers for fiscal year 2020, were \$108.3 million, which was \$4.4 million below budgeted expenditures and transfers for the fiscal year.

Personnel expenses of \$81.1 million were \$1.8 million below budget. Full time and part time position vacancy savings exceeded budget expectations of \$2.3 million by approximately \$500,000 and \$1.2 million, respectively. Non-personnel costs were below budget by \$3.5 million. Although the college was trending towards completing the fiscal year below budgeted expenditures prior to the COVID-19 pandemic, a large portion of expenditure variance to budget can be attributed to cost containment initiatives implemented by the college as a result of financial uncertainties stemming from the pandemic. These cost containment initiatives included a reduction of scheduled hours for part-time employees, a hiring freeze on open positions, and limiting direct expenditures to those that were either contractual in nature or were directly related to safety and reliability.

Operating transfers fell mostly in line with budget with the notable exception of the health and fitness center. As a result of the COVID-19 pandemic and in accordance with the executive order of the governor, the health and fitness center was closed for the last three months of the fiscal year. Fitness center members were not billed during these months and transfers from the fitness center to the college were reduced by approximately \$1.0 million.

Non-operating activity

Non-operating activity reflects items outside the normal course of business for the college. For the year ended June 30, 2020 this is comprised solely of the net increase in market value of the college's investment portfolio over the course of the year.

At the beginning of the fiscal year, the investment portfolio had a market value approximately \$220,000 more than the purchase cost. As of the end of the fiscal year, the college investments had a market value of approximately \$780,000 greater than the purchase cost of the roughly \$26 million of long term investments. When interest rates decrease as they did over the course of fiscal year 2020, the value of the college's fixed income portfolio normally increases. The college typically holds its investments until maturity, which effectively eliminates any cash impact from these market value fluctuations.

Deferred Maintenance Fund

Through June 30, 2020, the college has funded \$19.8 million to the Deferred Maintenance Fund since its inception in 2012, including \$2.5 million in fiscal year 2020. Of this amount, \$16.0 million has been spent on completed projects and \$3.7 million has been committed towards projects in progress and/or scheduled for completion within the next twelve months. The college has identified a list of additional projects which will be funded by the fiscal year 2021 budgeted transfer from the General Fund of \$1.5 million.

Long Term Investments

During fiscal year 2020, the college's long-term investment income remained consistent with the prior year. The average yield of the college's portfolio decreased slightly from 2.33% to 2.29%. This is in stark contrast to the steep decline in the current interest rate environment. The college's strategic decision to reduce the average age to maturity of its portfolio continues to pay dividends and has positioned the college well to react quickly to fluctuating market conditions. As long-term bond holdings mature, the college continues to assess the interest rate environment and seek investments that place

the college in the most advantageous position to attract the highest yield available while the portfolio remains in accordance with Board policy.

COVID-19 Pandemic Related Expenditures

During the year, the college was allocated federal funding as part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act. As of June 30, 2020, the college identified approximately \$195,000 of expenditures that were eligible for reimbursement under the CARES Act. These costs were transferred from the General Fund to the Restricted Fund. Additionally, refunds of approximately \$142,000 of tuition and fees from the Winter and Spring semesters were provided to students due to reasons pertaining to COVID-19. This lost revenue was also eligible for reimbursement.

Washtenaw Community College
 Revenues and Expenditures - General Fund
 Statement as of June 30, 2020

	Annual Budget	FY20 Actual	Variance
REVENUES			
Tuition Fall	12,083,106	11,747,507	(335,599)
Tuition Winter	11,416,133	11,100,778	(315,355)
Tuition Spring	5,032,391	5,094,617	62,226
Student Fees	4,915,734	4,403,858	(511,876)
Total Tuition and Fees	<u>33,447,364</u>	<u>32,346,760</u>	<u>(1,100,604)</u>
Local Property Taxes	55,950,000	56,669,556	719,556
State Appropriations	14,683,926	14,038,775	(645,151)
Trade Partnerships	4,295,741	4,459,012	163,271
Investment Income	1,100,000	1,010,169	(89,831)
Other	1,930,458	1,544,288	(386,170)
Auxiliary Activities	1,308,350	1,051,045	(257,305)
Total Revenue	112,715,839	111,119,605	(1,596,234)
EXPENDITURES			
Humanities & Social Sciences	11,803,207	11,611,130	192,077
Math, Science & Engineering Technologies	9,337,211	9,386,669	(49,458)
Health Sciences	6,242,327	5,583,909	658,418
Business & Computer Technologies	7,327,486	7,218,685	108,801
Advanced Technologies & Public Service Careers	7,351,161	6,749,581	601,580
Continuing Education	720,540	510,962	209,578
Distance Learning	1,841,011	1,812,847	28,164
Instructional Support	15,709,454	13,925,762	1,783,692
Total Instruction	<u>60,332,397</u>	<u>56,799,544</u>	<u>3,532,853</u>
Student Services	10,014,190	9,210,968	803,222
Scholarships	1,918,598	1,599,699	318,899
Executive Management	2,243,367	1,972,118	271,249
General Admin - Institutional Services	8,286,887	8,148,293	138,594
Budgeted Personnel Vacancy Savings	(2,336,625)	-	(2,336,625)
MIS/Computer Services	9,096,714	8,732,130	364,584
Public Relations Development	3,153,679	2,705,265	448,414
Community Services	1,966,125	1,812,454	153,671
Physical Plant Operations	10,857,600	9,954,804	902,796
Utilities	2,089,700	1,851,366	238,334
Equipment	1,771,332	1,263,621	507,711
Total Non-Instruction	<u>49,061,567</u>	<u>47,250,719</u>	<u>1,810,848</u>
Total Expenditures	109,393,964	104,050,262	5,343,702
OPERATING TRANSFERS			
Repair & Maintenance	750,000	750,000	-
Debt Retirement	1,221,875	1,227,075	(5,200)
Health & Fitness Center	(1,750,000)	(767,340)	(982,660)
Deferred Maintenance	2,500,000	2,500,000	-
Furniture & Other	600,000	557,929	42,071
Total Operating Transfers	3,321,875	4,267,664	(945,789)
Total Expenditures and Operating Transfers	112,715,839	108,317,926	4,397,913
Operating Revenue Over Expenditures & Transfers	-	2,801,678	2,801,678
OTHER NON-OPERATING ACTIVITY			
Unrealized Gain/(Loss) on Investment	-	560,791	560,791
Total Revenue over Expenditures & Transfers	-	3,362,469	3,362,469

Capital Fund
Project Summary
June 30, 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 June 30, 2020

Since inception of fund:

General Fund Transfers	19,800,000
Completed projects	(15,968,419)
Projects in process	(3,663,146)
Uncommitted Fund Balance	168,435

Completed Projects:

Final Cost

Projects completed in prior years	12,107,926
Current year completed projects:	
HFC Hot Water Capacity	328,168
ML Boiler Repl & System Mats	591,114
ML Gun Range AHU Repl	1,154,993
HFC 10 Yr Chiller Test	100,983
HFC Womens Hot Tub Repair	176,449
HFC Steam & Sauna Replacement	33,647
LA RPLC Chemistry Hood	847,987
LA-2nd FL Tile Corridor	375,505
OEB Exhaust Fan Rplcmnts	51,074
OE Underground Exhaust	68,200
Total of FY20 completed projects < \$50,000 each	132,372
Total Completed	15,968,419

Projects in Process or scheduled to begin:

Allocated Budget

EC Boiler Control & Valve Repl	75,000
EC RPLC Campus Cooling Twr	1,340,000
ML Renovation	500,500
GM Fire Alarm Upgrade	85,000
BE Store Front Entry	125,000
* GM Library Lighting Replacement	90,000
Campus Lighting Upgrades	90,000
* Campus Wide Parking Lot Repairs	180,000
* Campus Wide Concrete Repairs	90,000
Men' Hot Tub Replacement	175,000
HFC Pool Resurfacing	100,000
HFC Shower Vale Replacement	75,000
* HFC Natatorium Lighting Replacement	75,000
* FE West Brick & Tuck Pointing Rprs	90,000
ML Retention Pond Dredging	185,000
EC Chiller Maintenance Overhaul	182,646
Total of other projects < \$50,000 each	205,000
Total in Process	3,663,146

* Scheduled; no financial activity as of report date

**WCC Long-Term Investment Portfolio
 Portfolio Summary &
 Performance Review
 For Year Ended June 30, 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 (Years)	Years to Maturity	YTM/C 360 Equiv.
Federal Agency Coupon Securities	3,000,000	3,125,198	3,005,941	11.37%	4.34	1.92	1.558
Federal Agency Disc. -Amortizing	500,000	499,925	499,954	1.89%	0.18	0.10	0.091
Treasury Discounts -Amortizing	6,000,000	5,998,251	5,994,809	22.69%	0.37	0.21	0.580
State of Michigan Coupon Securities	5,000,000	5,117,480	5,011,475	18.97%	6.02	2.90	2.322
Municipal Bonds	11,840,000	12,467,947	11,912,509	45.08%	7.27	4.35	2.507
	26,340,000	27,208,801	26,424,688	100.00%	5.00	2.78	1.881
Comparative Data For Fiscal Year Ended June 30, 2019	26,000,000	26,289,463	26,066,140	100.00%	5.82	3.13	2.460

Investment Yield Summary	Fiscal Year 2019 - 2020	Fiscal Year 2018 - 2019
Long- Term Portfolio Return	603,885	607,404
Effective Rate of Return	2.29%	2.33%

Historical Treasury Yield Curve	3 Month	6 Month	1 Year	5 Year	10 Year	20 Year
As of June 30, 2020	0.16%	0.18%	0.16%	0.29%	0.66%	1.18%
As of June 30, 2019	2.12%	2.09%	1.92%	1.76%	2.00%	2.31%
As of June 30, 2018	1.93%	2.11%	2.33%	2.73%	2.85%	2.91%

Investment Allocation Board Policy

Investment Type	Target Range	Target	Current Portfolio Mix
Bonds, bills, or notes of the United States	25-65%	30%	35.95%
Bonds, bills, or notes of the State of Michigan	10-45%	25%	18.97%
Bonds of political subdivisions of State of Michigan	15-65%	45%	45.08%
Cash, cash equivalents, and short-term investments	0-30%	0%	0.00%

Credit Rating Allocation for Bonds of Political Subdivisions of State of Michigan	Target Range	Target	Current Portfolio Mix
Rated AAA to AA	40-80%	50%	100%
Rated AA-/Aa3 to A	10-50%	30%	0%
Rated A3/A- to Baa3/BBB-	0-30%	20%	0%

Working Capital Reserve Policy - Five percent of annual operating budget

Fiscal year 2020 annual operating budget (as adjusted)	\$	112,715,839
Five percent working capital requirement	\$	5,635,792
Lowest working capital cash position during FY20 - April 3, 2020 (including < 90 day maturity investments)	\$	12,681,322
Excess/(deficit) working capital in accordance with policy	\$	7,045,530

Reporting period 7/01/2019-6/30/2020

Washtenaw Community College

Office of Facilities Management

FACILITIES DEVELOPMENT REPORT

Capital Projects Update

Morris Lawrence Renovation Project

- Continue with design/Field Investigation
- Construction postponed one year
- Construction December 2021 – June 2022

Advanced Transportation Center

- Detailed design on going for building systems
- Budget approved by the State
- Submitted Phase 400 to State

Deferred Maintenance Project Update

1	Energy Center Cooling Tower Replacement <i>FY19 \$1,340,000 – Replace campus cooling tower, associated piping and electrical</i>	Complete
2	EC Boiler Flow Valves <i>FY21 \$90,000 – Main flow valves replacement</i>	Construction in progress
3	FEB Lighting Replacement <i>FY21 – all lighting, egress and exit</i>	Design in Process
4	Parking Lot Lighting Repairs <i>FY21- ph1 \$80,000 – Replace lights with new LED fixtures</i>	Design in Process
5	Upgrade GM & LA Fire Alarm Panels <i>FY20 \$85,000 – Upgrade existing FA alarm panels to current standard.</i>	Construction in progress
6	EC Summer Boilers Upgrades <i>FY20 \$75,000 – Retro commission and replace selective components.</i>	Construction in progress
7	EC Tunnel Water Proofing repairs <i>FY21 \$70,000 – Utility tunnel is leaking ground water</i>	Construction in progress
8	HFC Pool Surface Refinishing <i>FY20 \$100,000 – Resurface lap and therapy pool surfaces.</i>	Complete
9	HFC Men’s Hot Tub Renovation <i>FY20 \$175,000 – Repair performance issues and upgrade finishes</i>	Construction in progress
10	HFC Shower Valve Replacement <i>FY20 \$75,000 Mixing valves in constant repair</i>	Complete
11	BE – Entry Door Replacement <i>FY21 \$125,000 – Replace all doors & closers</i>	Design in progress
12	FEB Tuck Pointing on West Brick Exterior Wall <i>FY21 \$90,000 – Repair mortar joints and replace brick</i>	Construction in progress

13	HFC Replace Natatorium Lighting <i>FY21 \$75,000 – Outdated lighting, no replacement – new LED</i>	Complete
14	Campus Wide Concrete Repairs and Replacement <i>FY21 \$90,000 – Replace failing concrete sidewalks.</i>	Complete
15	Campus – primary heat loop filtration <i>FY21 \$30,000 – install side stream filtration on heat loops</i>	Design Phase
16	SRB Dock 1 & 2 Loading Dock Replacement <i>FY20 \$70,000 – Replace failing dock levelers</i>	Complete
17	Campus Wide Roof Replacement / Repairs <i>FY21 \$100,000 – Replace / Repair identified areas from IR study</i>	Construction in progress
18	Campus Wide HVAC Repairs due to Recommissioning <i>FY21 \$80,000 – Replace failed components identified by Siemens</i>	Ongoing
19	Campus wide egress lighting replacement <i>FY21 \$50,000 battery operated change to LED</i>	Ongoing
20	I.R. Roof survey <i>FY20 \$30,000 every building on campus</i>	Complete
21	Parking Lot Repairs <i>FY20 \$90,000 – mill and recap various areas</i>	Complete
22	MLB Retention Pond Dredge & Treatment <i>FY21 \$205,000 – drainage issues</i>	Construction in progress
23	SRB Repair steps next to truck dock <i>FY21 \$20,000 – Replace cracking and sinking steps</i>	Complete
24	HFC Skylight Replacement <i>FY20 \$10,000 – Replace skylight with broken seal</i>	Complete
25	Campus Wide Roof Fall protection Study <i>FY21 \$30,000 –</i>	Design in progress
26	HFC Coil Replacement <i>FY21 \$20,000 Replace damage heating coil</i>	Materials on order
27	MLB – Brick repairs to entry ways of MLB building <i>FY21 \$20,000 – Replace loose or missing bricks</i>	Construction in progress
28	PS Safety Stair Rail Replacement <i>FY21 \$40,000 – Replace failing rails</i>	Award in progress

Campus Repair & Maintenance Projects Update

1	SEMCOG Non-Motorized Pathway <i>FY18 \$90,000 – WCC cost to support new grant funded pathway along HRD</i>	Closeout
2	Campus Emergency Lights – wall packs <i>FY21 \$35,000 – replace nonfunctional emergency and outdated lights</i>	Ongoing
3	Campus Wide Elevator Upgrades <i>FY21 \$435,000 – upgrade safety controls in numerous elevators</i>	Equipment on order
4	GM HVAC Controls Migration to DDC <i>FY21 \$230,000 – update controls from outdated pneumatic</i>	Construction in progress
5	Construct Observation Dock in Pond <i>FY20 \$35,000 – Complete renovation of new surgical tech lab and classroom.</i>	Construction in progress
6	Parking lot line stripping <i>FY21 \$10,000 – restripe various areas of the campus parking lots</i>	Complete

7	Campus wide lock updates <i>FY21 \$20,000 – Replace outdated locks to standardize locks</i>	Design phase
8	ML chiller repairs <i>FY21 \$20,000 – Repair controls and compressor</i>	Complete

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

1. D.J. Conley, Energy Center Boiler Controls, \$64,831
2. Siemens, HVAC & Control repairs, \$20,000
3. DC Byers FEB Brick Repairs & Wall Removal \$49,997
4. Enviro-Aire Testing Adjusting & Balancing: Classrooms \$30,000
5. Johnson Controls; Crane LASB Fire Alarm Control Panel Upgrade \$60,613
6. Enviro-Aire Testing Adjusting & Balancing: Employee Areas \$30,000
7. Tri-County Electric; GMB Library Lighting Upgrades \$33,100
8. W.J. O’Neal; MLB Chiller Repairs \$30,000

Board of Trustees
Washtenaw Community College

DISCUSSION

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

Subject	Date
Recommendation for New Programs for 2020-21	September 22, 2020

RECOMMENDATION

That the Board of Trustees approve the New Programs for Winter 2021 as listed below:

- ❖ Addiction Studies Certificate - Humanities, Social and Behavioral Sciences Division – Behavioral Sciences Department
- ❖ Human Resources Essentials Certificate - Business & Computer Technologies Division – Business Department
- ❖ Sports and Entertainment Management Certificate - Business & Computer Technologies Division – Business Department

Prepared by: Dr. Kimberly Hurns

Title: Vice President for Instruction

Recommended by: *Rose B. Bellanca, Ed.D.*

Rose B. Bellanca, President

Recommendation for New Programs for 2020-2021

Addiction Studies Certificate

Certificate – 12 credits

Humanities, Social and Behavioral Sciences Division – Behavioral Sciences Department

Description: This program is designed for individuals interested in pursuing Certified Alcohol and Drug Counseling (CADC) certification through the State of Michigan. Courses focus on knowledge and skills necessary for working with clients with substance abuse disorders. This program will fulfill the educational requirements needed for CADC. Additional requirements for work experience and supervision must be met outside of this program.

Need/Job Demand: This certificate was originally created as a post-associates certificate. The credential, Certified Drug Alcohol Counselor (CADC) and the credentialing body (Michigan Certification Board for Addiction Professionals) do not require that professionals have a degree in order to be credentialed as a CADC. Therefore, it is being requested that these four classes be combined to create an Addiction Studies Certificate. According to the Bureau of Labor Statistics, Substance Abuse and Behavioral Disorder Counselors openings are expected to increase 11% between 2018 and 2028¹.

Student Learning Outcomes:

1. Demonstrate the professional expectations and responsibilities of an addiction professional outlined in the professional code of ethics.
2. Recognize and apply concepts of substance abuse counseling such as co-occurring disorders, cultural awareness, counseling, case management, assessment and treatment, biology, client, family and community education, and working with varying populations.

Curriculum Review: The Curriculum and Assessment Committees recommended approval of this program on 1/9/20.

Wage Data: The 2019 median wage was \$22.23 hourly or \$46,240 annually.

Program Requirements:

HSW 296	Neuropsychology of Addiction	3 Cr
HSW 297	Assessment of Co-occurring Disorders	3 Cr
HSW 298	Treatment of Addiction	3 Cr
PSY 240	Drugs, Society and Human Behavior	3 Cr
Total		12 Cr

¹ Occupational Outlook Handbook U.S. Bureau of Labor Statics

Recommendation for New Programs for 2020-2021

Human Resources Essentials

Certificate – 9 credits

Business & Computer Technologies Division – Business Department

Description: Interested in a career in HR? Interested in some quick credentials to serve you on the job? In this accelerated certificate program, students will learn basic human resources principles that promote organizational success and obtain a valuable resume credential in as little as one semester.

Need/Job Demand: We saw a need for a quick pathway, especially for working students, to gain quick HR credentials. By using existing courses, we can create a program that leads to a certificate. Those who are more committed and have more time can earn the full HR Skills and Operations Certificate.

Student Learning Outcomes:

1. Identify basic management concepts and principles that promote organizational success.
2. Recognize the framework of essential human resource management concepts and techniques that will guide human resource activities.
3. Identify the foundations of human behavior in a variety of organizations.

Curriculum Review: The Curriculum and Assessment Committees recommended approval of this program on 7/16/20.

Wage Data: N/A

Program Requirements:

BMG 230	Principles of Management	3 Cr
BMG 240	Human Resources Management	3 Cr
BMG 279	Organizational Management	3 Cr
Total		9 Cr

Recommendation for New Programs for 2020-2021

Sports and Entertainment Management

Certificate – 18 credits

Business & Computer Technologies Division – Business Department

Description: In this program, students will focus on the unique sports and entertainment management industries. They will be introduced to the variety of sports and entertainment employment opportunities such as ticket sales, event management or representing a professional athlete or team. Students will develop analytical, critical thinking, and problem-solving skills that sports and entertainment industry employers are looking for. Innovative instruction from industry professionals and collaborative learning will enhance their experience.

Need/Job Demand: According to the U.S. Bureau of Labor Statistics "Employment of entertainment and sports occupations is projected to grow 5 percent from 2018 to 2028, about as fast as the average for all occupations. Employment is projected to increase by about 42,600. Strong demand from the public for more movies and television shows, as well as the increasing popularity of sports, will contribute to job growth for the entertainment and sports occupations." ²

Student Learning Outcomes:

1. Recognize the economic impact of the sports and entertainment industries.
2. Develop and analyze a case study to practice strategies in managing a sports and entertainment venue
3. Create effective communication plans to market sports and entertainment events based on market strategies.

Curriculum Review: The Curriculum and Assessment Committees recommended approval of this program on 4/9/20.

Wage Data: In addition, According to the U.S. Bureau of Labor Statistics "The median annual wage for entertainment and sports occupations was \$42,940 in May 2018, which was higher than the median annual wage for all occupations of \$38,640."

Program Requirements:

BMG 163	Introduction to E-sports	3 Cr
BMG 165	Introduction to Sports and Entertainment Management	3 Cr
BMG 166	Sports and Entertainment Communications and Public Relations	3 Cr
BMG 168	Facilities and Event Management	3 Cr
BMG 169	Sports and Entertainment Marketing	3 Cr
BMG 230	Principles of Management	3 Cr
Total		18 Cr

² Occupational Outlook Handbook U.S. Bureau of Labor Statistics

Board of Trustees
Washtenaw Community College

DISCUSSION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105

Subject
Review of the 2022 – 2026 WCC Capital Outlay Plan

Date
September 22, 2020

RECOMMENDATION

That the Board of Trustees approve the Five-Year Capital Outlay Plan for fiscal years 2022 - 2026 as submitted.

A ROLL CALL VOTE WILL BE TAKEN.

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

Recommended by: *Rose B. Bellanca Ed. D.*
Rose B. Bellanca, President

Board of Trustees

Washtenaw Community College

DISCUSSION

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

Subject
Operational Reporting Tool Contract

Date
September 22, 2020

Background

The quickly changing environment of higher education demands vigilance and the ability to utilize the College's constantly changing student enrollment, retention, and other data in daily decision making and operations. To this end, the college has identified the implementation of an operational reporting tool as an important opportunity to better leverage college data in examining and improving student success and retention, as well as enhancing overall efficiency and effectiveness. The major goals of this initiative are to offer more immediate and direct access to just-in-time data from WCC's Banner system to users who need it and provide additional means to promote data-informed decision making.

The best option for Washtenaw Community College was identified after an extensive review of five RFP submissions and two on-site demos. Argos, a reporting solution by Evisions, focuses exclusively on the needs of colleges and universities. The Argos reporting tool enables user access of student and institutional data in real time. Argos is focused on the higher education space and is also integrated with Banner and DegreeWorks, allowing for a seamless application of the tool. Argos will provide pre-built data blocks for the College's current Banner data system that will accelerate the redevelopment of existing data reports, as well as the development of new reports. Argos will also enable the College to decommission a number of legacy homegrown applications, and will offer the College access to a co-op of 500 Banner institutions for collaboration and sharing data blocks and reports.

Recommendation

That the Board of Trustees approve a contract to purchase the Argos Reporting Solution by Evisions for an amount not to exceed \$255,000 for the initial five-year term.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Todd Kreuger
Title: Chief Information Officer

Recommended by: Rose B. Bellanca, Ed.D.
Rose B. Bellanca, President

Board of Trustees

Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105

Subject
Resolution Regarding SB 0927 of 2020

Date
September 22, 2020

RECOMMENDATION

That the Washtenaw Community College Board of Trustees certifies that the College does meet the "local strategic value" best practice standards required for state appropriations under Michigan SB 0927 of 2020.

A ROLL CALL VOTE WILL BE TAKEN.

Prepared by: Dr. Julie Morrison
Title: Executive Director, Institutional
Effectiveness, Planning and Accreditation

Recommended by: Rose B. Bellanca, Ed.D.
Rose B. Bellanca, President

Community Colleges Local Strategic Value Template

Please use this table as a method to **briefly** detail what your community college is doing to meet the best practices in each category. Each category is worth one-third of the total amount available for your institution. Your institution must meet 4 out of 5 best practices in a category to receive funding associated with that category.

Best Practices by Category	Examples of Adherence
Category A: Economic Development and Business or Industry Partnerships (must meet 4 of 5)	
<p>(i) The community college has active partnerships with local employers including hospitals and health care providers.</p>	<ul style="list-style-type: none"> ▪ The College has clinical site agreements for all its health programs. Agreements exist with St. Joseph Mercy Hospitals (Ann Arbor and Brighton); University of Michigan Hospitals; VA Hospital of Ann Arbor; Detroit Receiving Hospital; Beaumont Hospital; Glacier Hills; Regency Bluffs Evangelical Homes of Michigan; and Superior Woods. ▪ To meet employer demand in the health care industry, the College has expanded offerings to include an accelerated, 2-semester Medical Assisting program, graduating its first cohort this past year. ▪ The College hosts two health care industry breakfast meetings to assist human resource professionals in solving talent management issues. ▪ The College offers free mobile Wellness and Health Promotion clinics run through its Nursing program on campus and at multiple community sites, such as the YMCA and Ypsilanti Senior Center. ▪ Through WCC’s Conference Services, the College hosts training activities for regional hospitals and health service agencies, including Ann Arbor VA Health System, Trinity Health, Michigan Medicine, Home-Watch Caregivers, Huron Valley Physicians Association, Integrated Health Associates, Michigan Institute for Clinical & Health Research, Michigan Nurses’ Association, Packard Health Clinic, and Washtenaw County Community & Mental Health. ▪ The College has continued its partnership with IHA to promote and ensure quality and currency in WCC Medical Assisting Program. IHA attends WCC Medical Assisting

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Best Practices by Category	Examples of Adherence
	<p>Informational Sessions, recruits students and current employees to take Medical Assisting Program, and supplies all of clinical sites for the students.</p> <ul style="list-style-type: none">▪ The College’s Nursing Program now offers a Perioperative Nursing Course for nursing student interested in working in operating rooms.▪ The College’s Nursing Program offers a training program for its Community Clinical Nurse Preceptors on campus.▪ The College has 120 apprentices working with numerous separate companies, including the following employers:<ul style="list-style-type: none">○ Axis Engineering○ Faurecia Manufacturing○ Hoffmann Filtrations Systems○ Ilmor Engineering○ JAC Products○ L and W○ MAGNA International, Inc.○ Milan Metals○ U-M General Maintenance○ UAW (United Auto Workers)○ Zero Hour Parts▪ The College continues to have partnerships with the following employers for manufacturing skill sets gained using equipment or job placement funded as part of the CC-STEP grant:<ul style="list-style-type: none">○ Detroit Diesel Co.○ Detroit Thermal Technologies○ Dextec Manufacturing○ Faurecia Manufacturing○ Ilmore Engineering○ JAC Products○ KlingelInberg America○ L&W Engineering○ MAGNA International, INC.○ Milan Metals○ Pollard Banknote (and Teamster Local)○ Reliance One○ Roush Industries○ VulcanMasters Welding

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Best Practices by Category	Examples of Adherence
	<ul style="list-style-type: none">▪ Through a partnership with the University of Michigan Transportation Research Institute (UMTRI) in the Center for Connected and Automated Transportation [CCAT] program funded by the USDOT as a University Transportation Center [UTC], the College has been working with the following representative employers and industry groups in developing Connected and Automated Vehicle and Smart City Infrastructure programs to deliver education and training skill sets to students and incumbent workers, and provide candidates for hire:<ul style="list-style-type: none">○ MICHauto○ Center for Automotive Research [CAR]○ IEEE○ American Center for Mobility [ACM]○ Umlaut (formerly P3 Group AG)○ DANLAW○ GRIMM○ Ford, GM, Toyota, Nissan and FCA○ Integral Blue○ May Mobility○ Siemens Mobility○ WSP (formerly Parsons-Bickerhoff)▪ In 2019, the College hosted an annual UMTRI two-day CCAT Global Symposium, providing speakers and panelists, and involving employers such as Toyota.▪ The College has held two mobility and transportation focused career fairs involving area employers in the industry to promote its transportation technology programs and pre-engineering pathways.▪ In 2019, the College signed two new Michigan New Jobs Training Program (MNJTP) contracts totaling approximately \$200,000 with Novacoast, Inc. to train 87 new employees, and with White Pine Software Technologies LLC to train 10 new employees.▪ The College's partnership with Destination Ann Arbor (the former convention bureau), Washtenaw Hotel and Motel Association, and local restaurants completed its first year of providing scholarships, emergency support,

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Best Practices by Category	Examples of Adherence
	<p>and coaching to 13 students employed in the county’s hospitality industry. The program provides students with the chance to earn management certificates and possibly associate degrees that allow them to advance in their companies and earn higher wages. The program is funded with a \$100,000 grant from Destination Ann Arbor.</p> <ul style="list-style-type: none">▪ WCC’s Public Service Training department partners with law enforcement agencies across the State of Michigan to offer on-site recruiting opportunities during Academy sessions (i.e. Woodhaven, Kalamazoo, Waterford, Novi, Farmington Hills, and Grand Blanc).▪ WCC’s Entrepreneurship Center hosts multiple health care-related entrepreneurship events with speaking panels including nursing entrepreneurs (home health care owners, traveling nurses, nurses who work for themselves, etc.).
<p>(ii) The community college provides customized on-site training for area companies, employees, or both.</p>	<ul style="list-style-type: none">▪ The College provides customized training for multiple area companies, currently including:<ul style="list-style-type: none">○ American Soy Products, Inc.○ Bosal○ Fourecia○ Hoffman Filtration Systems○ MAGNA○ Sensors○ TC Fluid Systems▪ The College offers an LPN transition to RN program due to high employer demand for continued training of LPNs.▪ The College hosts a certificate program on the campus of the University of Michigan for employees in the Facilities and Housing departments.▪ In 2020 WCC began enrolling students from the Living and Learning Enrichment Center in the College’s new 4-course Networking Academy certificate. Most students in the program are autistic, but any student with a disability is eligible for the program. WCC has hired an instructor for this program who has been trained in working with students with autism. The WCC Foundation provides scholarships as

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Best Practices by Category	Examples of Adherence
	<p>the last dollar option for students to assist with tuition.</p> <ul style="list-style-type: none"><li data-bbox="889 365 1503 930">▪ In 2019-20 the College launched an Automotive Cybersecurity certificate program. The 19-credit certificate program includes a combination of Computer Systems, Computer Science, and Automotive Services courses that is designed to meet the emerging demand for highly skilled automotive cybersecurity professionals. The program includes lab-based instruction with the Automotive Cybersecurity Educator (A.C.E.), WCC's mobile hacking workbench, which allows hands-on experience with an exact replica of an automobile's communication and computer systems. The system was designed and built by local cybersecurity and consulting firm GRIMM in 2018.
<p>(iii) The community college supports entrepreneurship through a small business assistance center or other training or consulting activities targeted toward small businesses.</p>	<ul style="list-style-type: none"><li data-bbox="889 936 1503 1848">▪ The College continues to operate an Entrepreneurship Center on campus to provide support for those interested in small business. The Center served 314 clients one-on-one between January and December 2019. It offers two all-day, industry-specific boot camps each year, and approximately 15 monthly programs and workshops, serving thousands of students, staff, and community members each year. It provides individual coaching, networking, and resources for faculty and business owners. The Center has hosted an annual Pitch@ WCC Competition since 2016, which has grown to 90 participants annually. Fall 2020 marked year two of the "Entrepreneurs-in-Residence" program providing mentoring and consulting by local business owners. Twice monthly "Startup Business Research Help" consulting hours are now offered in collaboration with WCC's Bailey Library librarians. The Center offers services to microenterprise business owners that other entrepreneurship support organizations in the county do not, with special concentrations in industries such as food, personal services, creative industries, and health and wellness.

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Best Practices by Category	Examples of Adherence
	<ul style="list-style-type: none">▪ Active community partnerships and collaborations with small business are maintained through the Entrepreneurship Center and SBDC with: Ann Arbor SPARK; SPARK East (Ypsilanti); Ypsilanti Township; Nonprofit Enterprise at Work; the Ypsilanti District Library; several community arts organizations, as well as: Local Chamber of Commerce; SCORE; VetBiz Central; Great Lakes Women’s Business Council; Ann Arbor Entrepreneurship Fund at the AAACF; Washtenaw County’s Office of Community and Economic Development; Center for Independent Living; United Way; EMU’s Engage office and Upward Bound programs; and University of Michigan’s student organization optimize.▪ The SBDC’s Greater Washtenaw Region, hosted on the WCC campus, counseled 833 clients in the year to date and trained 205 individuals. Clients opened 41 new businesses, creating or retaining 320 jobs over a 6-county region.▪ WCC offers certificate and associate degree programs in business management and entrepreneurship. The Business department has developed entrepreneurship modules that can be incorporated across the curriculum.▪ The College launched a series of three entrepreneurship classes online which can be completed in an accelerated format in one semester.
<p>(iv) The community college supports technological advancement through industry partnerships, incubation activities, or operation of a Michigan technical education center or other advanced technology center.</p>	<ul style="list-style-type: none">▪ The College continues to expand its Advanced Transportation Center focused on the integration of Intelligent Transportation Systems, Advanced Automotive, and Advanced Manufacturing Technology pillars, which has been supported by multiple partners, including regional employers, and is funded in part through a state CC-STEP grant. The Center is a collaborative effort between the College’s Advanced Technology Division, Business and Computer Technologies Division, and Workforce Development Incumbent Worker Training, and has refined new curriculum, equipment and workforce training in the areas

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Best Practices by Category	Examples of Adherence
	<p>of Automotive, Advanced Manufacturing, Welding and Fabrication, Lightweight Materials, and Information Technology, featuring Network Communications and Automotive Cybersecurity. The College has been approved for Capital Outlay funding for a facility dedicated to advanced technologies related to mobility.</p> <ul style="list-style-type: none">▪ The College has continued to develop training for technicians in the Intelligent Transportation Systems (ITS) sector, and is offering new training in Emerging Sector areas such as Machine Learning, Mobility Analysis, and Automotive Cybersecurity. This includes smaller “bite sized” Excel for mobility analyst courses.▪ The College continues to showcase its ATC technology programs on and off campus, including participation in Planet-M’s AutoMobili-D exhibits, media interviews, panels, and demonstrations at the last three years of the North American International Auto Show. The College also demonstrated its unique equipment on campus visits by state and local legislative representatives and other visitors; equipment includes the Auto Cyber Educator (ACE) mobile hacking workbench and modified Polaris Slingshot, which exhibits advanced vehicle sensors, V2X communications, and vehicle components featuring lightweight materials and advanced manufacturing processes.▪ The College’s work in advancing the mobility sector through partnerships was highlighted through representation at the Intelligent Transportation Society of America and through workforce development panels at the UMTRI Center for Connected and Automated Transportation Global Symposium.▪ A select number of WCC Automotive students worked for the University of Michigan Transportation Research Institute [UMTRI] installing DSRC (Dedicated Short- Range Communications) transceivers on public vehicles as part of the Ann Arbor Connected

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Best Practices by Category	Examples of Adherence
	<p>Vehicle Test Environment. This project allowed students to receive paid internships while getting hands-on experience in V2X communications systems design, installation and diagnostics.</p> <ul style="list-style-type: none">▪ The College has an ATC Stakeholder Advisory Board Member on the Michigan State University NSF Grant program entitled “Workforce for the Era of Automated Vehicles (WEAVE),” intended to examine the impacts of autonomous vehicles on the future workforce, especially commercial vehicle drivers and their required skill sets.▪ WCC is a member of the Educational Advisory Committee of the American Center for Mobility (ACM) in partnership with business, industry and government, as well as on the ITS Michigan Board’s Talent and Workforce Committee, ensuring collaboration in Connected & Autonomous Vehicle & Smart Cities technology development.▪ The College has a longstanding international training agreement with the United Association of Plumbers and Pipe Fitters (UA) and the International Association of Bridge, Structural, Ornamental and Reinforcing Iron Workers. Recent agreements have been added with the Operative Plasterers and Cement Masons and the United Union of Roofers, Waterproofers, and Allied Workers. These groups bring 3,500 members to campus each summer. A 2018 regional impact study stated that the training programs operated by the UA alone generate almost \$8 million in economic impact for the county each year, with an additional \$3 million generated by Iron Workers.▪ To address the impact of COVID-19 on the summer training programs for the United Association and other trades unions and during the closure of local union training centers, WCC worked with UA Leadership to transfer a number of Instructor Training Program courses to an online format. The 2020 Online Instructor Training program had an estimated 400 WCC credit enrollments through Fall 2020.

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Best Practices by Category	Examples of Adherence
	<p>The College also worked with the Operative Plasterers and Masons to create new and updated training during COVID-19.</p> <ul style="list-style-type: none">▪ The College migrated its apprenticeship training courses online in 2020 to address COVID-19, creating more than 5000 online apprenticeship courses and enrolling more than 20,000 apprentices.▪ WCC was designated a National Center of Academic Excellence in Cyber Defense Education in 2020 in recognition of its college-wide focus on cybersecurity education and training, including the launch of its new certificate in automotive cybersecurity.
<p>(v) The community college has active partnerships with local or regional workforce and economic development agencies.</p>	<ul style="list-style-type: none">▪ The College is a member of SEMCOG, as well as a member of MICHauto (the Detroit Regional Chamber), Automation Alley, and a partner with Ann Arbor SPARK, enabling it to participate in regional planning and development. College leadership is represented on the SEMCOG Workforce Task Force.▪ The College participates annually in the Ann Arbor SPARK sponsored <i>Tech Trek</i> and <i>Mobility Row</i> events in downtown Ann Arbor. Mobility Row promotes community and business interest in WCC's Advanced Automotive Technologies and Cybersecurity programs. The Entrepreneurship Center will be holding its annual teen entrepreneurial training event, Bold Futures, under SPARK's a2Tech360 virtual event.▪ The College President serves in appointed positions on the following local and regional boards dedicated to economic development: MICHauto Board; Executive Committee of Ann Arbor SPARK; Michigan Works! Southeast Workforce Development Board; and Southeast Michigan Council of Governments (SEMCOG) General Assembly; and nationally on the Structured Pathways Commission for the American Association of Community Colleges. The Vice President for Economic and College Development serves on the Ann Arbor/Ypsilanti Smartzone/LDFA; the American

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Best Practices by Category	Examples of Adherence
	<p>Center for Mobility Education Committee; and the USDOT-funded Center for Connected and Autonomous Transportation grant partnership. The Associate Vice President for Workforce and Community Development serves on the Board of the Ann Arbor Downtown Development Association Partnership Committee; and Workforce Intelligence Network.</p> <ul style="list-style-type: none">▪ The College sponsors and hosts the Washtenaw Economic Club, which is committed to the region's economic prosperity. The club offers five distinguished membership levels and brings dynamic speakers through its annual luncheon series to approximately 150 stakeholders from across the county each year. Due to COVID-19, the WEC moved its offerings to a webinar format in March 2020. Speakers for 2020 include: Gabriel Ehrlich and Donald Grimes, Economists, University of Michigan; Tim Skubick, Senior Capital Correspondent; Rich Sheridan, CEO of Menlo Innovations; and Karinda L. Washington, Acting Executive Director for Faith Initiatives and Chief of Staff at the U.S. Department of Homeland Security Office of Partnership and Engagement.▪ The College continues to have an active partnership with the Michigan Works! Board. WCC's Workforce Development team continues to join with Michigan Works in hosting presentations that shared Michigan New Jobs Training and the Skills Trade Training Fund programs with organizations that could benefit. The College also serves an integral role on the Workforce Intelligence Network of Southeastern Michigan and the Eastern Leaders Group in Washtenaw County.▪ The College is a member of the "Lenawee NOW" Economic development Group.▪ The College has advisory boards to support the currency of all technical/ occupational programs.▪ The College has an active advisory committee for its Liberal Arts programs to connect faculty and business and amplify the key competencies

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Best Practices by Category	Examples of Adherence
	<p>required in the workplace and how they are taught through liberal arts courses.</p> <ul style="list-style-type: none">▪ The College’s Office of Apprenticeship sits on the regional CEAC (Career and Educational Advisory Committee) Apprenticeship subcommittee.▪ The College’s Harriet Street Center provides basic skill building, GED, and basic computer classes to assist residents in the Eastern part of the County with college and job preparation. The College also offers employment services to job seekers in the County through the Job Seekers contract with MI Works!.▪ WCC’s Career Transitions office prepares employers, students, and the community for future jobs and career step transitions. In 2019-20 (prior to COVID-19) they assisted nearly 1,100 individuals, registered 2,400 jobs, and held over 100 classroom presentations or events. They have continue offering services completely online since COVID-19.▪ The Career Transitions department holds several industry-specific Career Fairs in partnership with regional employers each year, hosting approximately 70 employers and attracting over 150 attendees each semester. They have also hosted Virtual Career Fairs.▪ The Certification Center at WCC offers certification testing for those in Law Enforcement, Health Care, Fitness, Supply Chain Management, Local Unions, Childcare, Construction, and Information Technology professions. The Center is updated to offer in-person testing in a socially distanced safe environment.▪ The College holds an active position on the Washtenaw Literacy Board participating in literacy development efforts across the county.▪ The College is partnering with Ypsilanti District Library on a literacy outreach program specifically designed to increase literacy readiness for Ypsilanti area students.
Category B: Educational Partnerships (must meet 4 of 5)	

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Best Practices by Category	Examples of Adherence
<p>(i) The community college has active partnerships with regional high schools, intermediate school districts, and career-tech centers to provide instruction through dual enrollment, concurrent enrollment, direct credit, middle college, or academy programs.</p>	<ul style="list-style-type: none">▪ The College charters a nationally recognized middle college, the Washtenaw Technical Middle College (WTMC). Recent notable results include: In 2019, 93% of 2019 WTMC earned an associate degree on high school graduation. WTMC was #13 in the state for highest average SAT score (2018); a top 25% public high schools in Michigan in 2019 (<i>U.S. News and World Report</i>); and top 10 high schools in the U.S. in 2014 (<i>Newsweek</i>).▪ The College actively works with area high school counselors and teachers to equip them with resources and tools to support their students in the college-exploration process. Since COVID-19, the College has hosted multiple virtual dual enrollment information sessions and a career exploration workshop where high school counselors are able to earn professional development contact hour credits for attending.▪ The College continues its partnership with the Washtenaw Intermediate School District to provide a GED/ESL site at the Ypsilanti Township Center to serve the residents of eastern Washtenaw County.▪ The College continues to partner with local high schools for dual enrollment offerings on campus and at high school sites. The number of high school students dual enrolling at WCC currently represents 10% of all new students.▪ The College offered 20 classes in area high schools in 2019-20 and continues to partner with 5 public school districts.▪ The College offers a CNA (Certified Nursing Assisting) program at Ypsilanti Community High School, which serves students from Ypsilanti, Lincoln, and Ann Arbor WAVE High schools. The program enrolls 24 students per semester and addresses access to health CTE programming for these schools, and is also available to the community in the evenings.▪ The College continues to collaborate annually with Square One Education Network via the CCAT Grant to support K-12 STEM/STEAM projects in Innovative Vehicle design and V2X

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Best Practices by Category	Examples of Adherence
	<p>Communications. The collaboration includes middle/high school workshops for student/teacher project teams in Innovative Vehicle Design and V2X Communications, with a focus on disadvantaged student populations. Continuing Education Units are offered to teachers through these workshops.</p> <ul style="list-style-type: none">▪ The College has partnered with the Livingston intermediate school district to offer middle college programs in Cyber Security, Mechatronics, and Welding for all five Livingston school districts.▪ WCC’s Entrepreneurship Center is represented on Ann Arbor Public School’s CTE board.
<p>(ii) The community college hosts, sponsors, or participates in enrichment programs for area K-12 students, such as college days, summer or after-school programming, or science Olympiad.</p>	<ul style="list-style-type: none">• The College offers summer youth classes and camps through Community Enrichment, including sessions in robotics, video game design, drones, additive manufacturing and art and engineering, as well as a youth connected vehicle camp and a STEAM middle school program. In the 2019-20 year summer camps were offered in an online synchronous environment due to COVID-19.▪ The College offers a STEM summer program for incoming freshmen. The College also offers a “College and Career Readiness” summer bridge program each year for high school students interested in dual enrollment.▪ The College hosts a WCC & You day each spring for potential students and their parents designed to provide a comprehensive introduction to the College, including academic showcases, tours, sessions on financial aid, transfer options, and other aspects of college. The College also offers Campus Explore days including mini class sessions for prospective students. In 2018-19, over 500 participated in Campus Explore alone. Currently, campus tours and student/family information and orientation are being offered virtually currently.▪ The College offers K-12 summer enrichment classes at the Parkridge Community Center, which also hosts an annual summer camp and provides ongoing cultural, educational, and

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Best Practices by Category	Examples of Adherence
	<p>recreational activities for youth throughout the year. For the first time ever, in 2020 the summer camp was offered in a virtual format. Other services include after school programming with sessions in partnership organizations such as Telling It, Mentor to Youth, Youth Arts Alliance, and Family Learning Institute.</p> <ul style="list-style-type: none">▪ Workforce Development partners with Square One Education Network to provide free connected vehicle K-12 teacher training.▪ The College hosted its second STEAM week in 2020 that included speakers, activities and a joint STEM Awards ceremony recognizing outstanding students and high school STEM Educators.▪ The College hosts SuperSTEAM Saturdays to provide hands-on STEM plus arts workshops, career presentations, documentaries, campus tours and labs.▪ In February 2020 the College celebrated CTE Month in conjunction with STEM week. The college community was engaged in learning about career and technical education through Awareness Hubs across campus providing information and resources to CTE students. CTE events were held on campus and as outreach at the WCC Harriet Street Center and the Michigan Works! office.▪ The Entrepreneurship Center annually hosts the Bold Futures program in partnership with local high schools and universities (University of Michigan and Eastern Michigan University), as well as other local organizations and businesses, providing high schoolers with a free, one-day learning experience in entrepreneurship skills. In 2019, 47 individuals attended from 18 regional high schools. This year, the Center offered its free Bold Futures entrepreneurial teen training to the summer cohort of EMU's Upward Bound program for Ypsilanti Community High School students.▪ The College participated in the MICareerQuest Southeast career exploration event for high school students in 2019-20 demonstrating

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Best Practices by Category	Examples of Adherence
	equipment that trains students for the skills needed in the fields of advanced manufacturing, automotive, IT, health sciences, and construction.
<p>(iii) The community college provides, supports, or participates in programming to promote successful transitions to college for traditional age students, including grant programs such as talent search, upward bound, or other activities to promote college readiness in area high schools and community centers.</p>	<ul style="list-style-type: none">▪ The College continues to implement the REACH program for youth aging out of the foster system, which includes State grant-funding for a transition coach to help with life skills and success in college.▪ The College partners with Ann Arbor SPARK to host middle school programming focused on college and career awareness, with two large events on campus for middle schoolers from local districts.▪ The College has expanded its success coaching model providing one-on-one outreach, focused on first-year student success focus for first-time and transfer/degree-seeking students. Coaches include those based in academic divisions, a dedicated virtual coach, and those assigned to grant-funded cohorts. In 2019-20, they served over 2,500 students. Coaches are working remotely during COVID-19.▪ The College also continues its partnership with the Ann Arbor Area Community Foundation to house two success coaches funded by AAACF to support students receiving scholarships from AAACF at WCC and area colleges and universities.▪ The College has continued to offer placement testing remotely during the COVID-19 pandemic, and expanded multiple measure placement to include high school GPA.▪ The College offers informational sessions held by the program directors each semester for each of the health programs.▪ The College partnered with Ypsilanti Community High School to use the ALEKS math assessment and educational tool to promote math competency so students can access college level math courses when enrolling in college. The ALEKS tool is also used for the College and Career Readiness summer bridge program. Ypsilanti Community High School had a 400% increase from Fall 2019 to Fall 2020 in

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Best Practices by Category	Examples of Adherence
	<p>college-level math enrollments, a significant increase over prior years.</p> <ul style="list-style-type: none">▪ Due to COVID-19, the 6th annual Summer Bridge program was offered virtually to rising juniors and seniors interested in dual enrollment. The 4-week program offers soft skills and basic skills instruction.▪ The College now hosts a visit each semester in which dual-enrolled students from Ypsilanti High School visit campus to tour the Nursing Center of Excellence and other healthcare programs and explore their next steps after K-12 graduation. KIM▪ To provide options for online learning success for all students during COVID-19, WCC implemented a Virtual Classroom model to provide a synchronous “in class” learning component in some course sections. KIM
<p>(iv) The community college provides, supports, or participates in programming to promote successful transitions to college for new or reentering adult students, such as adult basic education, GED preparation and testing, or recruiting, advising, or orientation activities specific to adults.</p>	<ul style="list-style-type: none">▪ The College is a regional GED testing site and has a successful GED preparation program (Adult Transitions), which also prepares students for a smooth transition to college enrollment. The program continues to be recognized annually by the State for its education gains, which are among the highest in Michigan.▪ The College holds Gold status as a Vet Friendly School. The College’s Wadhams Veterans Center does outreach activities with student Veterans, and since 2016-17 has worked with the WCC Foundation to provide emergency funds to meet Veteran needs, including gas and grocery cards and book certificates.▪ The WCC Foundation’s Student Emergency Fund helped more than 150 students last year with timely assistance of up to \$500 to help overcome emergencies, including food shortages, utility bills, transportation problems, medical, and childcare needs. Funds are paid directly to vendors to ensure financial aid is not compromised.▪ The College created processes to enable students to apply for CARES Act funding to help with expenses that may impact their ability to complete courses as a result of COVID-19.

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Best Practices by Category	Examples of Adherence
	<p>Through August 2020, the College distributed \$2.3 million to cover expenses for technology, internet access, childcare, and course materials.</p> <ul style="list-style-type: none">▪ In response to the need for remote delivery of instruction and services, the College provided 160 laptops and 110 mobile hot spots on loan to WCC students; 360 laptops for WTMC students; and created a process for students to request a new laptop to be shipped directly from and supported by Dell, on an as-needed basis, with 883 total laptops available.▪ The College continues to expand a focus on mental health, including Mental Health and Wellness Fairs to help reduce the stigma of mental health issues and provide resources for students, and regular “Mind Your Mental Health” email updates. In addition, the College maintains a Campus Assistance Program for all enrolled students supplementing face-to-face counseling by providing 24/7 mental health services to students available via a toll-free number. To support students remotely, in 2020 WCC counselors received training and provided expanded telehealth services due to COVID-19.▪ The College offers new accelerated programming with targeted skills geared for adult learners, including management business essentials programs and a C++ programming accelerated advanced certificate.
<p>(v) The community college has active partnerships with regional 4-year colleges and universities to promote successful transfer, such as articulation, 2+2, or reverse transfer agreements or operation of a university center.</p>	<ul style="list-style-type: none">▪ The College participates in the grant-funded Michigan Louis Stokes Alliance for Minority Participation (MI-LSAMP), an alliance of four 4-year institutions (University of Michigan, Michigan State, Wayne State, and Western Michigan University) and two community colleges (WCC and Mott). The goal is to significantly increase the number of underrepresented minority students earning bachelor degrees in STEM fields and prepare them for entry in graduate STEM programs.▪ The College’s NSF grant funding for the S-STEM program supports scholarships for academically talented students demonstrating financial need, enabling them to enter the

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Best Practices by Category	Examples of Adherence
	<p>STEM workforce or graduate school programs after completion of a degree in a STEM discipline. This is an element of the WCC STEM Scholars program.</p> <ul style="list-style-type: none">▪ The College continues the WCC STEM Scholars program launched with its first cohort in 2018 with special programming for students pursuing STEM-based degrees at WCC with intent to transfer. The program includes customized curriculum, faculty mentoring, academic, social, and career support, research opportunities, and extensive coordination with the transfer institution. This program was created with the support of the LSAMP grant, as well as an S-STEM grant, all received in collaboration with receiving universities. The STEM Scholars program started with 16 students in Fall 2018 and will have a Fall 2020 Cohort with 45 students.▪ The college hosted more than 200 college and community participants as part of STEAM Week in early 2020, which included WCC alumna Aisha Bowe, who has worked for NASA.▪ The College partners with the University of Michigan UROP (Undergraduate Research Opportunity Program) annually, which provides WCC students the opportunity to participate in a research placement during the summer with faculty at the U-M. In both 2019 and 2020, WCC students had blue-ribbon winning research projects.▪ The College continues to partner with University of Michigan Chemistry faculty in a \$1M grant to bridge community college science students with U-M's undergraduate program in chemistry. This includes seminars, research, visits and mentorships.▪ An EMU/WCC collaborative program leading to a Bachelor of Science in Nursing from Eastern Michigan University in now in its fourth year, with the number of students accepted expanded from 24 to 32 due to its success.▪ The College continuously updates and adds articulation agreements with other colleges and universities, and currently has more than

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Best Practices by Category	Examples of Adherence
	<p>54 2+2 agreements and approximately 54 3+1 agreements that allow over 250 WCC programs to articulate, enabling smooth transfer to four-year institutions.</p> <ul style="list-style-type: none"> ▪ In 2019-20, the College added a new articulation agreement with Wayne State University’s new Engineering Technologist program through a Master’s Degree. ▪ Regional four-year universities are invited to host recruitment and information tables on the first floor of the College’s Student Center Building throughout the year. ▪ The College’s honor society, Phi Theta Kappa, invites four-year university recruiters to speak, network, and provide information at the society’s annual induction ceremony. ▪ The College sponsors a Transfer to Success Club which regularly invites university representatives as guest speakers on topics such as transferring, student life, financial aid, and scholarship applications.
<p>Category C: Community Services (must meet 4 of 5)</p>	
<p>(i) The community college provides continuing education programming for leisure, wellness, personal enrichment, or professional development.</p>	<ul style="list-style-type: none"> ▪ The College offers more than 200 classes each term for personal enrichment and professional development, including targeted classes for youth and seniors. In response to the 2020 COVID pandemic, the college moved community classes and events online and maintained a steady enrollment of personal enrichment opportunities through Zoom. ▪ Due to COVID-19, the College launched free personal enrichment online webinars to the community on topics such as making face masks, painting, and yoga. Thus far, 27 free sessions were offered with more than 700 registrations. ▪ The College offered 30 free professional development webinars to support the community during COVID-19 with over 500 registrations. Topics included managing virtual teams, time management, working for home, and networking. ▪ The College supports lifelong education and quality of life by offering Senior Focus health

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Best Practices by Category	Examples of Adherence
	<p>and wellness programs. In addition, the college offers tuition scholarships for county residents 65 years of age and older. To continue providing this service during COVID-19, these have been provided via webinar format.</p> <ul style="list-style-type: none">▪ The College continues to enhance its collaboration with the City of Ypsilanti to provide educational programming and training for youths, adults, and seniors at the Parkridge Center that includes after-school tutoring, summer camp, financial literacy, and health/wellness and recreational activities. Activity at Parkridge increased 41% in 2018-19 over the prior year.▪ The College's Human Resources Department offers a variety of health and wellness initiatives to employees, which includes focus on both physical and mental wellbeing. Fitness and diet programs, health fairs, and partnering with healthcare providers to identify, treat, and control chronic illnesses has been the focus of the physical component. Mental health wellbeing is addressed through the Employee Assistance Program (EAP), available for employees and their family members 24/7. Members can choose from a vast listing of mental health webinars, as well as receive six face-to-face counseling sessions with a licensed therapist at no cost.▪ The College was awarded silver-level recognition from the American College of Sports Medicine for the newly-launched Exercise in Medicine on Campus program, which acknowledges new and continued wellness initiatives on campus.▪ The College was awarded a second year of funding in 2019 through Washtenaw Coordinated Funding (a collaborative of six funding organizations), which has been used to enhance development of educational and enrichment programming and services to support of the Eastern part of Washtenaw County.▪ The College is approved for veteran funding from multiple government agencies to support

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Best Practices by Category	Examples of Adherence
	non-credit professional development offerings for military personnel. The college has highlighted this funding on the website to assist military personnel with locating and applying for this funding.
<p>(ii) The community college operates or sponsors opportunities for community members to engage in activities that promote leisure, wellness, cultural or personal enrichment such as community sports teams, theater or musical ensembles, or artist guilds.</p>	<ul style="list-style-type: none">▪ The College offered the community a free series of five interactive Race and Ethnic Relations webinars in 2020, with over 900 registrations. Recordings were made available on the WCC website for additional viewing. Topics included: Starting a Conversation about Race; Knowing Your Status: Examining Privilege; Racial Microaggressions; Recognizing Race-Related Stress; and Persevering through COVID-19.▪ The offices of Instruction, Student Development and Activities, and Diversity collaborate to provide student, staff, and community events, performances, and training promoting diversity and multiculturalism. College-wide online training on topics related to diversity, inclusion, equity, race, and ethnicity continued to be offered in person in 2019-20 and online in 2020.▪ The College offers health and fitness classes in local senior centers, as well as classes on-campus to promote leisure, wellness and personal and cultural enrichment for local residents. The College supports concerts and other cultural events on campus that are open to the community.▪ The College offers an Open House for the local community each spring and fall, which includes tours of campus, family activities, music and performances, and Free College Day, during which community members can attend free events and lectures taught by college faculty. The most recent event in September 2019 had nearly 400 community member registrations in 46 free sessions.▪ The College hosts cultural organizations on campus that that are open to community member participation, such as community musical ensembles (Ypsilanti Symphony and Washtenaw Community Concert Band),

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Best Practices by Category	Examples of Adherence
	<p>language schools (Ann-Hua Chinese School), textiles (Ann Arbor Area Quilting Guild), and many others providing enrichment opportunities.</p> <ul style="list-style-type: none">▪ The College serves as a partner with Michigan Humanities for the “Great Michigan Reads” program co-sponsored by Ypsilanti District Library, Ann Arbor District Library, and local K-12 schools to bring a unified read and community discussion to the county.
<p>(iii) The community college operates public facilities to promote cultural, educational, or personal enrichment for community members, such as libraries, computer labs, performing arts centers, museums, art galleries, or television or radio stations.</p>	<ul style="list-style-type: none">▪ The College’s 500-seat Towsley Auditorium and other space in the Morris Lawrence Building on campus is used for many cultural activities throughout the year, including local and national speakers, performing groups such as the Ypsilanti Symphony Orchestra, Wild Swan Children’s Theater, Ypsilanti Community Choir, Russian Ballet-Ypsilanti, Ann Arbor Comic Opera Guild, Out Loud Chorus (LGBT Community Chorus), Washtenaw Community Concert Band, Michigan Literary and Theatrical Society, the Community School of Ballet, and Penny Seats Theater Company, as well as faculty and student performing arts and film productions. The ML Building has hosted events such as middle and high school vocal competitions, proms, and community and business and industry events including the North America Building Trades Union, and Michigan Medicine Adolescent Health Conference, the Workforce Pipeline Summit, the Osher Lifelong Learning series, and the WCC Climate Summit.▪ The College exhibits works of local artists as well as students throughout public spaces on campus. Since 2016 it has held an annual student art show, which is now juried, open to the public, and has works available for purchase. The 2020 show was successfully held virtually due to COVID-19 remote operations. The College maintains an open computer lab, Learning Commons, Orchard radio station, student newspaper (<i>The Voice</i>), printed annual literary magazine (<i>The Huron River Review</i>), online quarterly literary magazine (<i>The Big</i>

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Best Practices by Category	Examples of Adherence
	<p><i>Windows Review</i>), college newspaper (<i>On the Record</i>), community magazine (<i>Launch</i>), and library available for community use. The College and Bailey Library have rotating art exhibits on campus of staff and student works. Library services, the Learning Commons, and publications continue online during COVID-19.</p> <ul style="list-style-type: none">▪ The college hosted over 100 lecture events for the University of Michigan Osher Lifelong Learning Institute in the year prior to COVID-19. Each lecture drew an average of 350 seniors from the community for a broad range of topics including immigration, exploring foreign cultures, and the future of our workforce.▪ Conference Services supports events for organizations throughout the community on campus, including non-profits, local businesses, and other educational institutions. The College serves as a community gateway to more than 91,000 visitors annually, and has special ongoing partnerships such as Wild Swan Children’s Theater (last year sponsoring 49 performances with an average of over 200 children at each) and National African American Parent Involvement Day, engaging parents from across the community in parenting best practices.▪ WCC’s Entrepreneurship Center operates an open free co-working space for students and community members in which to study, network, use free computers and print for free.
<p>(iv) The community college operates public facilities to promote leisure or wellness activities for community members, including gymnasiums, athletic fields, tennis courts, fitness centers, hiking or biking trails, or natural areas.</p>	<ul style="list-style-type: none">▪ The College has a community health and fitness center that serves a capacity membership of 7,700 members (up 750 over the prior year) that offers over 100 different health and fitness courses per week. Members are also provided opportunities to participate in special programs such as Aquacise for Arthritis, Masters Swim, Ai Chi, and Tai Chi.▪ PEA 115 is a one credit fitness course offered to WCC students in which they receive free usage of the fitness center for the entire semester.

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Best Practices by Category	Examples of Adherence
	<ul style="list-style-type: none">▪ Community members have access to free lectures through the Fitness Center related to nutrition, fitness, and other related health topics, as well as opportunities to participate in platform tennis, 5Ks, and other fun runs.▪ The College's Health and Fitness Center has been certified as a Medical Fitness Facility by the Medical Fitness Association since 2014, and will be re-certified for an additional three years in 2021. In the last year, 425 members took part in the program, up from 350 the prior year. The Center continues to offer specialized programs in this area, providing programs and services for individuals transitioning from therapy, surgery, managing medical conditions or weight loss, or recovering from an injury or illness.▪ The Health and Fitness Center partnered with WCC's Counseling and Career Planning department to offer free classes in yoga and self-care.▪ The Health and Fitness Center also partners with community and national organizations such as S.O.S. Community Services, House by the Side of the Road, Lee Denim Day, MOORE Foundation, and the American Association of University Women by providing opportunities for THFC members to donate to organizations that give also back to the community.▪ The College has athletic fields available for student and public use that accommodate a variety of sports and recreational activities. The College campus also maintains extensive green space, including hiking, biking, walking, and nature trails.▪ With funding support from the Southeast Michigan Council of Governments, the College completed construction of a non-motorized pathway on WCC property to provide safe opportunities for walking, jogging, or cycling to, from, and within the campus. The Border-to-Border Trail network connects through WCC's campus.▪ The College established a quiet study/lunch space and opened a Reflection Room for

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Best Practices by Category	Examples of Adherence
	students and the campus community in Fall 2018.
<p>(v) The community college promotes, sponsors, or hosts community service activities for students, staff, or community members.</p>	<ul style="list-style-type: none">▪ During COVID-19, Student Development and Activities transitioned all student activities to virtual format and offered service projects such as surgical masks and PPE donation.▪ The College’s digital and fine arts faculty and students collaborate regularly with community organizations to create public art displays and present student/faculty art exhibits in the community. The College’s photography department collaborates with the University of Michigan Health Center to provide free portraits to cancer patients and their families.▪ The College’s Dental Assisting faculty oversee a Dental Clinic on campus that offers low-cost dental cleaning and services for students, faculty, and staff, while providing hands-on opportunity for University of Michigan dental students. The Dental Program has begun providing dental service at Hope Clinic in Ypsilanti.▪ The College’s Nursing Department offers free blood pressure and BMI screenings on campus for Go Red Day every February. Over 300 students and community members typically receive screenings.▪ Students and faculty in the Dental Assisting program provide free dental clinic services at the national Mission of Mercy event, a healthcare fair targeting economically disadvantaged communities.▪ The College partners with the American Red Cross to host Blood Drives each semester.▪ The College frequently hosts large-scale community events such as charity walks or other activities that benefit the community and non-profit organizations such as the Alzheimer’s Association, American Cancer Society, American Diabetes Association, St. Jude Children’s Research Hospital, Washtenaw Literacy, United Way, and local law enforcement.▪ The College partners with the United Way and sponsors an annual campaign promoting WCC

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Best Practices by Category	Examples of Adherence
	<p>employee involvement and giving to causes supported by the organization.</p> <ul style="list-style-type: none">▪ The College has hosted the Cancer Survivors Day Celebration for more than 15 years, and the American Association of University Women’s annual scholarship fundraiser for more than 20 years.▪ During Student Welcome Days held each Fall and Winter semester, the College provides information to students on events, clubs, service activities, and volunteer opportunities available on and off campus. During COVID-19, Welcome Day, like all current student activities (including new engagement opportunities such as e-sports) and volunteer connections, will be available online.▪ The College supports student and employee activities on campus, hosting service events for student clubs such as the Phi Theta Kappa annual service project, the Day of Caring, and Commit to Complete event.▪ WCC athletic teams partner with a local non-profit to support volunteer activity each term.▪ The College administers an online database of service opportunities that connect students to over 70 local non-profits and allows students to build a curricular transcript of volunteer work.▪ Through its presence at the Parkridge Center in Ypsilanti, the College hosts and oversees multiple community meetings to promote community involvement and volunteerism.▪ The Center of Excellence in Nursing sponsors state and national health conferences for healthcare professionals including: the Juvenile Diabetes Research Foundation (JDRF), State of Michigan, Michigan Dental Association (MDA), and the Tri-county Opioid Summit.▪ WCC was designated a Voter Friendly Campus in 2019-20 by the Campus Vote Project and NASPA for its high level of student civic engagement and level of voter registration on campus.

