MARCH 30, 2021
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 March 30, 2021. This meeting will be held electronically due to SB 1246 signed into law on December 22, 2020.

PUBLIC PARTICIPATION:

The public can join via the link below:
https://wccnet-edu.zoom.us/j/87292440913?pwd=WTJ3NzlQTzJxd2VXRndRTW13U1VaZz09

Passcode: 801022

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 +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 408 638 0968 *(for higher quality, dial a number based on your current location)*

Webinar ID: 872 9244 0913

PUBLIC COMMENTARY:
Citizens wishing to participate during Citizen Participation should email comments to Vanessa Brooks – vbrooks@wccnet.edu by 1:00 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 1:00 pm prior to the start of the meeting.

WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
6:00 P.M. – MARCH 30, 2021

Board of Trustees
Washtenaw Community College

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

<div style="border:1px solid black; display:inline-block; padding:4px 20px;">**ACTION**</div>

Subject   Date
  Approval of Minutes   March 30, 2021

RECOMMENDATION

That the Board of Trustees approve the minutes of the February 23rd Monthly Meeting as submitted.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Vanessa Brooks   Recommended by: _Rose B. Bellanca, Ed. D._
Title: Chief of Staff and Director of   Rose B. Bellanca, President
                President and Board Affairs

CALL TO ORDER	Call to order
The Monthly Meeting of the Board of Trustees of Washtenaw Community College was called to order by Chair William G. Milliken, Jr on February 23, 2021 at 6:02 p.m. This meeting was held electronically due to SB 1246 signed into law on December 22, 2020	
Present: Chair William G. Milliken, Jr, Vice Chair Angela Davis, Treasurer David DeVarti, Secretary Ruth Hatcher, Trustee Christina Fleming, Trustee Richard J. Landau and Trustee Diana McKnight-Morton	
Approval of Agenda (Action)	**Approval of Agenda (Action)**
It was moved by Vice Chair Davis and seconded by Secretary Hatcher that the Board approve the agenda for the February 23rd Monthly Meeting.	
A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Secretary Hatcher; yes, Trustee Fleming; yes, Trustee Landau; yes, and Trustee McKnight-Morton; yes. The motion was adopted.	
Approval of Minutes (Action)	**Approval of Minutes (Action)**
It was moved by Secretary Hatcher and seconded by Treasurer DeVarti that the Board approve the minutes of the January 26th Organizational and Monthly Meeting as submitted.	
A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Secretary Hatcher; yes, Trustee Fleming; yes, Trustee Landau; yes, and Trustee McKnight-Morton; yes. The motion was adopted.	
CITIZEN PARTICPATION	**CITIZEN PARTICPATION**
WCC Education Association	WCC Education Association
	WCC Education Association
Ms. Julie Kissel, English and College Readiness faculty member and WCCEA President stated that the WCCEA continues to work proactively with administration on future planning. She also stated that WCCEA is committed to working through issues with the administration. Lastly, she reminded the Board that the College has been running remotely for almost a year in which she has witnessed amazing things from faculty.	
Public Comments	Public Comments
There were no public comments received.	
Written Communications	Written Communications
There were no written communications received.	

SPECIAL REPORTS

Affirmative Action Report

Ms. Christine Mihaly, Associate Vice President of Human Resources presented to the Board the 2020 Affirmative Action Report. She spoke to the Board about the pandemic's effect on staffing initiatives. She also informed the Board about the progress of Diversity Initiatives and continued focus to increase diversity, equity and inclusion at WCC.

Vendor Diversity Report

Mr. William Johnson, Executive Vice President and Chief Financial Officer reviewed with the Board the college's purchasing policies and practices, purchasing practices and non-construction purchasing activities. He also spoke about the steps the college is taking to increase the amount of minority and women owned businesses in our vendor database.

Target X Update

Ms. Kimberly Hurns, Executive Vice President of Instruction and Academic Affairs reviewed with the Board the intended outcomes from purchasing Target X. Ms. Grace Fama, Success Coach Manager informed the Board how Target X is assisting proactive advising and retention efforts in real time. Ms. Niki Lee, Advanced Technologies and Public Service Careers Academic Advisor talked about how Target X allows for increased efficiency in our outreach for students.

Michigan Future for Frontliners and Reconnect Update

Ms. Linda Blakey, Executive Vice President of Student and Academic Services gave the Board a brief overview of the population at WCC that are taking advantage of the Michigan Future for Frontliners and Reconnect programs offered by the State of Michigan.

REPORTS

Personnel Recommendations (Action)

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

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

Financial Reports (January 2021) (Action)

It was moved by Trustee McKnight-Morton and seconded by Secretary Hatcher that the Board receive the Financial Reports for January 2021 as follows: General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of Investments-All Funds.

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

Facilities Development Report

Mr. William Johnson, Executive Vice President and Chief Financial Officer informed the Board that a contract for the ML renovation project will come before the Board in the next few months. He also notified the Board that the HVAC analysis of the SC building had begun and anticipates a recommendation to the Board in September.

REMARKS

Remarks from Members of the Board of Trustees

Chair Milliken spoke about the virtual National Legislative Summit that he, President Bellanca and other Trustees attended. He also talked about meetings with Senator Gary Peters and member of Senator Stabenow's office. Lastly, he mentioned First Lady Jill Biden's presentation on the President's commitment to community college and its students.

President's Remarks

President Bellanca spoke about WCC Alumni, Will Glover who is featured in On the Record. She also announced that the WCC Phi Theta Kappa honors society chapter was recently recognized with a REACH Award for its increasing acceptance rate. Lastly, she mentioned that WCC has three students among nationwide semifinalist for the prestigious Cooke Foundation Undergraduate Transfer Scholarship.

NEW BUSINESS

Single Mode Fiber Installation Contract

Mr. Todd Krueger, CIO informed the Board that in order to prevent network failures, latency and sluggishness the single mode fiber must be replaced. He also reminded the Board that this contract is part of the Network Infrastructure Upgrade Project.

Campus Wide Access Control System Upgrade Project

Ms. Linda Blakey, Executive Vice President of Student and Academic Services talked to the Board about the need for Campus Wide Access Control System to be upgraded.

Appointment of External Audit Firm

Mr. William Johnson, Executive Vice President and Chief Financial Officer gave the Board a brief overview on the process of selecting the audit firm and how the Team came to make the recommendation of Andrews, Hooper, Pavilk to the Board.

Recommendation for New Programs 2021-22

Ms. Kimberly Hurns, Executive Vice President of Instruction and Academic Affairs talked to the Board about the recommendation for new programs.

Recommendation for Discontinuation of Programs 2021-22

Ms. Kimberly Hurns, Executive Vice President of Instruction and Academic Affairs explained to the Board that the recommendation to discontinue programs.

Receipt of FY 20 Single Audit (Action)

It was moved by Secretary Hatcher and seconded by Treasurer DeVarti that the Board receive the fiscal year 20 Single Audit Report as submitted.

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

Adjournment of Monthly Meeting (Action)

It was moved by Trustee McKnight-Morton and seconded by Vice Chair Davis that the Board move to adjourn the Monthly Meeting A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Secretary Hatcher; yes, Trustee Fleming; yes, Trustee Landau; yes, and Trustee McKnight-Morton; yes. The motion was adopted. The meeting was adjourned at 8:11 pm.

Respectfully submitted,

Ruth Hatcher
Secretary

William Milliken, Jr.
Chair

Board of Trustees
Washtenaw Community College

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

Subject	Date
Personnel Recommendations	March 30, 2021

RECOMMENDATION

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

A ROLL CALL VOTE WILL BE TAKEN

Prepared by:	Christine Mihaly	Recommended by:	*Rose B. Bellanca, Ed. D.*
Title:	Associate Vice President		Rose B. Bellanca, President
	Human Resources		

PERSONNEL RECOMMENDATIONS
March 2021

Instruction – Faculty & Administration

Part-Time New Hires
Professional Faculty
Heather Gartke, Nursing, $906 per course contact hour
Marim Alnaed, Physical Sciences, Nursing, $906 per course contact hour

Classified Faculty
Brittany Sayles, Lead Tutor, $36.60 hourly

Support Staff
Erin King, Student Success Coach, $22.22 hourly

Student & Academic Services

Part-Time New Hires
Professional Faculty
Alicia Talbot, Adult Transitions Career Pathways ESL Instructor, $906 per course contact hour

Economic & College Development

Part-Time New Hires
Support Staff
Kathryn VanHorn, Temporary MI-SBDC Business Consulting Assistant, $18.23 hourly

Workforce & Community Development

Part-Time New Hires
Professional Faculty
Sean Taylor, Public Service Training, $906 per course contact hour

Facilities Management

No Report

Human Resources

No Report

Marketing and Communication

No Report

Advancement

No Report

Finance

No Report

President

No Report

TAB C

Board of Trustees
Washtenaw Community College

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

Subject	Date
Financial Reports - February 2021	March 30, 2021

RECOMMENDATION

That the Board of Trustees receive the Financial Reports for February 2021 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

February 2021

The financial narrative discusses the financial operating performance of Washtenaw Community College for fiscal year 2020-21, the eight months ended February 28, 2021.

<u>Revenue</u>

As of February 28, 2021, Total Revenues were $92.7 million; Total Expenditures and Operating Transfers were $66.8 million. Revenues in total are behind the expected budget for the first eight months by approximately $2.9 million.

Winter Tuition revenue of $9.6 million is below year-to-date expected budgeted revenue of $10.4 million. Through the end of February, Winter enrollment and credit hours are down by 5.5% and 3.1%, respectively. Similar to Fall semester, while the drop in credit hours is better than the budgeted 6% reduction, the shift to mainly online course offerings at lower tuition rates than on-campus rates resulted in lower tuition revenue. The pandemic also impacted Contact Hour fees, as many Lab courses were either offered at reduced capacity or were not offered for Fall 2020 and Winter 2021. As a result, for this academic year Student Fees were approximately $1.3 million below budget. Registration opened mid-March for the Spring/Summer term, as well as the Fall term.

While the College budgeted for an approximate 10% decrease in its annual State Aid appropriation (similar to the decrease in fiscal year 2019-20), the State approved budget restored the College's annual appropriation to the pre-reduction levels of fiscal year 2019-20. The College will therefore show a growing positive variance to budget throughout fiscal year 2020-21. We expect this positive variance to grow to approximately $1.5 million by the end of the fiscal year.

Receipts for Local Government Taxes are $55.4 million through February, which represents 94 percent of the total budgeted revenue from property taxes. This is slightly ahead of the expected collections through the first eight months of the fiscal year and is a positive indication that we will meet, if not exceed, the budgeted amount of tax revenue for the year.

As noted on the accompanying Statement of Revenues and Expenditures, the Auxiliary Activities and Other sections of revenue are $333,000 and $377,000 under budget, respectively. The COVID-19 pandemic continues to have a significant impact on a number of other revenue areas for the College. Contract training and community enrichment courses have shifted to online class offerings when possible but enrollments have fallen behind budget for the first quarter. Additionally, conference center events remain cancelled.

<u>Expenditures</u>

Total Expenditures through February 28, 2021, represent 59 percent of the budgeted expenditures for the fiscal year. Overall expenditures are approximately $5.2 million less than what was expected through the first eight months of the year. This variance is attributed to both personnel and non-personnel items. The positive personnel-related variance stems from vacancy savings in excess of budget as well as savings from part-time positions. Currently, the College is averaging 34 full time vacancies to budget. As the year progresses, the various divisions will show a positive variance to budget and the General Administrative category, which holds the budgeted vacancy savings, will reflect an over-budget condition. Part time personnel expenditures are running significantly below budget as the College continues to operate primarily in a remote environment with a very limited number of students on campus. Reduced on campus activities have similarly impacted Non-personnel expenditures, which are $2.2 million below budget. At this time, we expect a large portion of these positive variances to be permanent.

Operating Transfers
The Health & Fitness Center revenue has been significantly impacted by the pandemic. The HFC was fully closed for July through mid-September and upon reopening over 4,500 members have either cancelled or bridged their membership. As a result, net revenue transfers to the College have been eliminated for the first 8 months of operations.

Washtenaw Community College
Revenues and Expenditures - General Fund
Statement as of February 28, 2021

	Annual Budget	YTD Budget	YTD Actual	YTD Variance
REVENUES				
Tuition Fall	11,030,166	11,030,166	9,851,031	(1,179,136)
Tuition Winter	10,426,878	10,426,878	9,623,262	(803,616)
Tuition Spring	4,859,945	1,749,580	1,735,645	(13,936)
Student Fees	4,566,000	3,828,761	2,536,323	(1,292,438)
Total Tuition and Fees	30,882,989	27,035,385	23,746,260	(3,289,125)
Local Property Taxes	58,880,204	55,316,092	55,422,126	106,033
State Appropriations	14,045,232	9,320,155	10,228,405	908,250
Trade Partnerships	2,658,931	1,635,675	1,842,031	206,356
Investment Income	600,000	404,245	330,271	(73,974)
Other	1,930,845	1,214,560	881,652	(332,908)
Auxiliary Activities	786,850	612,651	235,721	(376,930)
Total Revenue	**109,785,051**	**95,538,764**	**92,686,465**	**(2,852,299)**
EXPENDITURES				
Humanities & Social Sciences	11,945,356	7,767,053	7,399,623	367,430
Math, Science & Engineering Technologies	9,635,874	6,115,595	5,994,389	121,206
Health Sciences	6,415,321	4,181,381	3,667,730	513,651
Business & Computer Technologies	7,680,113	4,958,441	4,437,355	521,086
Advanced Technologies & Public Service Careers	7,599,237	4,938,286	4,335,244	603,042
Continuing Education	736,374	396,313	230,702	165,611
Distance Learning	2,007,792	1,266,712	1,236,164	30,548
Instructional Support	14,885,975	9,569,582	8,151,403	1,418,179
Total Instruction	60,906,042	39,193,364	35,452,611	3,740,753
Student Services	9,791,285	6,004,188	4,839,527	1,164,661
Scholarships	1,474,458	1,142,598	1,041,156	101,442
Executive Management	2,144,333	1,351,669	1,135,447	216,221
General Admin - Institutional Services	4,401,226	2,669,051	4,380,681	(1,711,630)
MIS/Computer Services	8,578,402	5,922,074	5,834,792	87,282
Public Relations Development	3,035,989	1,972,924	1,643,530	329,394
Community Services	1,863,923	1,152,916	832,506	320,410
Physical Plant Operations	10,758,462	7,052,797	6,263,325	789,473
Utilities	2,089,700	1,318,326	1,287,803	30,523
Equipment	1,519,356	468,192	315,111	153,081
Total Non-Instruction	45,657,134	29,054,735	27,573,878	1,480,857
Total Expenditures	**106,563,176**	**68,248,099**	**63,026,489**	**5,221,610**
OPERATING TRANSFERS				
Repair & Maintenance	300,000	300,000	300,000	-
Technology Infrastructure Upgrade	1,450,000	1,450,000	1,450,000	-
Debt Retirement	1,221,875	280,675	280,675	-
Health & Fitness Center	(1,450,000)	(725,000)	-	(725,000)
Deferred Maintenance	1,500,000	1,500,000	1,500,000	-
Furniture	200,000	200,000	200,000	-
Total Operating Transfers	**3,221,875**	**3,005,675**	**3,730,675**	**(725,000)**
Total Expenditures and Operating Transfers	**109,785,051**	**71,253,774**	**66,757,164**	**4,496,610**
Operating Revenue Over Expenditures &Transfers	**-**	**24,284,990**	**25,929,301**	**1,644,312**
OTHER NON-OPERATING ACTIVITY				
Unrealized Gain/(Loss) on Investment	-	-	128,050	128,050
Total Revenue over Expenditures & Transfers	**-**	**24,284,990**	**26,057,351**	**1,772,361**

- unaudited -

3

Capital Fund
Project Summary
February 28, 2021

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		17,967		17,967
Total Revenues	$ 10,571,927	10,589,894	-	17,967
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
Classroom & Lab Access Control	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		$ 145,068		

Washtenaw Community College
Deferred Maintenance Fund
February 28, 2021

Since inception of fund:

General Fund Transfers	21,300,000	
Completed projects	(18,506,820)	
Projects in process	(2,607,350)	
Uncommitted Fund Balance	**185,830**	830

Completed Projects:	Final Cost
Projects completed in prior years	15,919,165

Current year completed projects:

EC Boiler Control & Valve Repl	70,916
EC RPLC Campus Cooling Twr	1,306,349
GM Fire Alarm Upgrade	85,083
GM Library Lighting Replacement	67,133
Campus Wide Parking Lot Repairs	183,344
Campus Wide Concrete Repairs	84,210
Men' Hot Tub Replacement	163,056
HFC Pool Resurfacing	95,449
FE West Brick & Tuck Pointing Rprs	64,427
EC Chiller Maintenance Overhaul	181,098
Total of FY21 completed projects < $50,000 each	286,591

Total Completed	**18,506,820**

Projects in Process or scheduled to begin:	Allocated Budget
ML Renovation	375,362
Campus Lighting Upgrades	120,000
Campus HVAC Repairs	145,000
ML Retention Pond Dredging	265,656
Campus Primary Heat Filtration	50,000
GM Garden Level Lighting Rplcmnt	65,000
Tunnel Waterproofing	50,000
Campus Wide LED Upgrades	70,000
Parking Lot 7 Lighting Replacement	80,000
Tunnel Lighting	50,000
* FY21 Campus Flooring Replacement	50,000
FE Lighting Replacement	110,000
LA Fire Alarm Upgrade	116,331
ML Gun Range Roof Replacement	100,000
OE HVAC Replacements	255,000
GL Roof Restoration	180,000
SC - Mechanical Design	310,000
* Restroom Renovation	70,000
Total of other projects < $50,000 each	145,000

Total in Process	**2,607,350**

* Scheduled; no financial activity as of report date

Projects anticipated to begin in FY 21	Expected Budget
DM Emergent Requirements	160,000
Total of other projects < $50,000 each	25,000

Total Pending	**185,000**

WCC Active Portfolio
Portfolio Management
Portfolio Summary
February 28, 2021

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C 360 Equiv.	YTM/C 365 Equiv.
Federal Agency Coupon Securities	2,000,000.00	2,090,210.00	2,000,694.91	7.57%	2,317	780	2.282	2.314
Treasury Discounts -Amortizing	7,500,000.00	7,498,740.00	7,498,430.91	28.39%	170	119	0.064	0.065
State of Michigan Bonds	5,000,000.00	5,099,990.00	5,012,722.56	18.98%	2,216	1162	2.210	2.240
Municipal Bonds	11,840,000.00	12,477,802.60	11,901,594.24	45.06%	2,617	1322	2.507	2.542
	26,340,000.00	**27,166,742.60**	**26,413,442.62**	**100.00%**	**1,823**	**909**	**1.740**	**1.764**

Investments

Total Earnings	Month Ending 2/28/21	Fiscal Year 2020 - 2021 To Date		Month Ending 2/29/20	Fiscal Year 2019 - 2020 To Date
Current Year	38,287.75	314,022.82		56,584.89	424,028.11
Average Monthly Balance - Long Term Invested Balance		26,419,358.42			36,350,299.15
Effective Rate of Return - Long Term Invested Balance		1.78%			2.41%

	6 Month	1 Year	5 Year	10 Year	20 Year
Treasury Yield Curve 2/28/2021	**0.05%**	**0.08%**	**0.75%**	**1.44%**	**2.08%**

Reporting period 02/01/2021-02/28/2021

Washtenaw Community College
Office of Facilities Management

FACILITIES DEVELOPMENT REPORT
March 2021

Capital Projects Update

Morris Lawrence Renovation Project
- Final Bid Documents issued
- Project bids due 3/12/21
- Clarifications week of 3/15
- Construction December 2021 – June 2022

Student Center HVAC Renovation Project
- Continue with design/Field Investigation
- Design meetings continuing
- HVAC selections have been made
- Existing infrastructure investigations out for bid

Deferred Maintenance Project Update

1	GM Garden level lighting upgrades *FY21 $85,000 replacing lighting and ceiling tiles*	Award in progress
2	FEB Lighting Replacement *FY21 – $110,000*	Complete
3	Parking Lot Lighting Repairs *FY21- ph1 $80,000 – Replace lights with new LED fixtures*	Design in Process
4	Campus Wide Lighting upgrades (2% plan) *FY21 $90,000 – Replace fluorescent lighting fixtures*	Ongoing
5	EC Tunnel Water Proofing repairs *FY21 $50,000 – Utility tunnel is leaking ground water*	Phase 1 Complete
6	BE – Entry Door Replacement *FY21 $125,000 – Replace all doors & closers*	Deferred until Summer 2021
7	FEB Repair Tuck Pointing on West Brick *FY21 $90,000 – Repair mortar joins and replace brick*	Complete
8	HFC Replace Natatorium Lighting *FY21 $75,000 – Outdated lighting, no replacement – new LED*	Complete
9	Campus Wide Concrete Repairs and Replacement *FY21 $90,000 – Replace failing concrete sidewalks.*	Complete
10	Campus – primary heat loop filtration *FY21 $25,000 – install side stream filtration on heat loops*	Construction in progress
11	SRB Dock 1 & 2 Loading Dock Replacement *FY20 $70,000 – Replace failing dock levelers*	Complete

12	ML Gun Range Roof Replacement *FY21 $100,000 – Replace / Repair identified areas from IR study*	Awaiting Start Date
13	GL Roof Renovation *FY21 $170,000 – Replace / Repair identified areas from IR study*	Awaiting Start Date
14	Campus Wide HVAC Repairs due to Recommissioning *FY20/21 $145,000 – Replace failed components identified by Siemens*	Ongoing
15	L.A. Fire Alarm Panel Upgrades *FY21 $80,000 / replace outdated fire control panels*	Complete
16	MLB Retention Pond Dredge & Treatment *FY21 $260,000 – drainage issues*	Complete. Restoration work in Spring 2021.
17	SRB Repair steps next to truck dock *FY21 $20,000 – Replace cracking and sinking steps*	Complete
18	Campus Wide Roof Fall protection Study *FY21 $30,000 – Rooftop safety improvements*	Material on order
19	HFC Coil Replacement *FY21 $20,000 Replace damage heating coil*	Complete
20	MLB – Brick repairs to entry ways of MLB building *FY21 $20,000 – Replace loose or missing bricks*	Complete
21	SC 207/259 Restroom renovations *FY21 $70,000*	Design
22	OE HVAC upgrades *FY21 $250,000 Replace HVAC units in auto lab*	Design in progress
23	EC Tunnel Lighting *FY21 $50,000 Replace light fixtures with LED*	Materials on order
24	Campus Transformer Replacement *FY21 $40,000 Replace transformers in lot 7 and DM flowers blding*	Design in progress
25	GL Sewage lift Station Pump Replacement *FY21 $30,000 Replace Pumps*	Complete
26	Campus Flooring Replacement *FY21 $50,000 Replace floors in various areas*	Design

Campus Repair & Maintenance Projects Update

1	SEMCOG Non-Motorized Pathway *FY18 $120,000 – WCC cost to support new grant funded pathway along HRD*	Project Closeout
2	Campus Emergency Lights – wall packs *FY21 $35,000 – replace nonfunctional emergency and outdated lights*	Ongoing
3	Campus Wide Elevator Upgrades *FY21 $435,000 – upgrade safety controls in numerous elevators*	Equipment on order
4	GM HVAC Controls Migration to DDC *FY21 $255,000 – update controls from outdated pneumatic*	Complete
5	TI Window Replacement – south / east side of building *FY21-22 $725,000 – Replace windows and repair walls*	Materials on order
6	Campus wide lock updates *FY21 $20,000 – Replace outdated locks to standardize locks*	Material on order
7	SC Bird netting install *FY21 $20,000 – Install bird netting various areas of SC building*	Install in progress

8	Landscape improvements – campus wide *FY21 $20,000 – Replace dead or dying shrubs / trees*	Design in progress

Construction Contracts issued in the past 30 days exceeding $20,000

- AF Smith Electric; GM Garden Level Lighting Upgrade; $73,860
- Flooring Technologies; TI Window Replacement – Flooring; $44,351.59
- Harper Electric; TI Window Replacement – Electrical; $38,000
- Huron Valley Electric; Tunnel Lighting Replacement; $46,386
- Huron Valley Electric; LED Lighting Conversion Services; $20,000
- Stantec Architecture Inc.; Phase 2 Classroom Capacity Study; $44,500

Board of Trustees
Washtenaw Community College

<div style="border:1px solid black; display:inline-block">

ACTION

</div>

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

Subject	Date
Single Mode Fiber Installation Contract	March 30, 2021

BACKGROUND

The rapidly evolving Higher Ed Landscape requires a network infrastructure that is stable, robust, and nimble. As the backbone of our communications platform, the network infrastructure enables phone, E-mail, and web communications which are interwoven into all aspects of WCC operations. As a result of the pandemic and the increased use of virtual classrooms and remote/virtual campus operations, a reliable network with higher bandwidth is critical.

As referenced in the Network Infrastructure Upgrade Board materials from November 2020, the Fiber Optic Cable Plant has not been updated and needs to be. In order to work with new hardware and also to prevent Network failures, latency, and a sluggish network experience, this is a particular priority. Due to the growing amounts of data and with the additional use of video for on campus and remote operations, it is all the more important. The major goals of this project include the following:

- ❈ Increase the reliability of the network and decrease the possibility of failures and interruption to campus operations.
- ❈ Provide the infrastructure on which to build and enhance our online offerings, including teaching/learning and other remote/virtual services.

After review of the bids, Challenger Technologies was selected as the best qualified vendor for these reasons:

- ❈ We have used them before and they do excellent work.
- ❈ They were the only vendor of the 3 vendors invited who submitted a bid.

The college recommends that the Single Mode Fiber Installation contract be awarded to Challenger Technologies for an amount not to exceed $220,000. This contract will be covered by ITS budgeted resources.

RECOMMENDATION

That the Board of Trustees approve a contract for Single Mode Fiber Installation from Challenger Technologies for an amount not to exceed $220,000.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: _Todd Kreuger_   Recommended by: _Rose B. Bellanca, Ed. D._

Title: _CIO_   Rose B. Bellanca, President

Board of Trustees
Washtenaw Community College

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

Subject	Date
Campus Wide Access Control System Upgrade Project	March 30, 2021

BACKGROUND

The College's access control system includes the hardware and software to electronically control the access, opening, and closing of 637 access points on campus including 14 buildings, 560 doors in instructional classrooms, labs, offices and additional units controlling hallways and counter gates. The system software is integrated with the Banner system and data loaded on staff IDs are read by proximity readers allowing access to specified areas and classrooms across campus. The system allows for remote auto lock down of individual rooms, hallways, buildings, and/or the entire campus in the case of an emergency. The College's first access control panels were installed in 2002 with the opening of the Gunder Myran building. Other buildings and classrooms have been added to the system including internal door control panels in classrooms allowing instructors to lock doors from inside classrooms.

The current control panel technology is approaching 20 years in use and is at 'end of life'. Access devices that are damaged or need to be replaced can no longer be purchased and the system is no longer supported. Also, the current system cannot be expanded due to access panels being at maximum capacity.

The proposed project will upgrade the end-of-life access control system (Continuum) platform which currently operates, and controls all secured entrances by upgrading the legacy software and hardware to a fully supported C-Cure 9000 security management platform. The platform will utilize network /IP-based technology to incorporate existing security infrastructure while migrating existing security database and interfaces to reduce overall cost of the project. The upgraded system will be integrated to Banner to ensure faculty are able to access their assigned classrooms/offices and staff are able to access assigned areas.

The project will maintain the external access devices currently on doors, hallways, gates, and inside classrooms. The current 34 access panels (controlling 637 access devices) will be expanded to 62 panels and upgraded to current technology. The addition of panels will allow for future expansion of up to 1000 access devices (doors, hallways, gates) from the current 637. Expanded access units have been identified for some external perimeter doors on six buildings, i.e., Crane Arts & Science building, that must be key-locked and unlocked by Public Safety staff. The external doors to these buildings cannot be locked remotely in the case of an emergency. Other pending access control projects include the renovations of Student Center and Morris Lawrence buildings and the Maintenance Garage Facility Building. The project will also integrate the Simplex 4100U fire alarm panel into the C-Cure 9000 management system.

Pricing

The proposed project will be completed by Johnson Controls Inc which is a sole source vendor for our access control and fire suppression systems. The cost of the proposed project is $409,708.80 and includes project coordination, materials, installation, technical services, data integration, and training.

Summary

The proposed Campus Wide Access Control System Upgrade Project upgrades the legacy software and hardware to a fully supported C-Cure 9000 security management platform. The proposed project will update all current panels and expand panels to potentially expand access devices from 637 to 1000 and integrate the fire alarm panels.

RECOMMENDATION

That the Board of Trustees approve a contract with Johnson Controls Inc for the Campus Wide Access Control System Upgrade Project in an amount not to exceed $409,708.80.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Linda Blakey   Recommended by: *Rose B. Bellanca, Ed. D.*
Title: Executive Vice President
               Student and Academic Services   Rose B. Bellanca, President

Board of Trustees
Washtenaw Community College

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

Subject	Date
Appointment of External Audit Firm	March 30, 2021

BACKGROUND

State law requires an annual certified audit of the College financial statements. The firm of Rehmann Robson, LLC has served as the College's independent auditor for the past 11 years.

The College released an RFP in November 2020 and received six proposals in response to its request. The RFP Committee, comprised of WCC Board Treasurer Angela Davis, VP & CFO Bill Johnson, Controller Ben Hunholz, Director of Financial Aid Lori Trapp, Financial Reporting and Accounting Manager Carrie Holt and representing the WCC Foundation Board Treasurer Nicole Torbert and Associate VP Phil Snyder, reviewed the responses, evaluating the proposals on several criteria, including but not limited to: experience within the higher education industry; customer service approach and resources for their clients; the firm's presence in the State of Michigan; quality of audit staff; and pricing. Four of the six firms that responded were invited to respond to the committee's follow-up inquires via a virtual interview. Taking into consideration the initial proposal submitted, the interview response, as well as assigning a value for rotation of audit firms and organizational fit with the College, it is the committee's recommendation that the WCC Board of Trustees appoint the firm Andrews Hooper Pavlik PLC (AHP) as the College's external auditor for the next three years. Please find enclosed the RFP Bid Summary for your review.

AHP is a Michigan based firm, with locations in nine communities, including Ann Arbor. AHP currently performs audit services for five Michigan higher education institutions, including Delta College, Ferris State University, Lake Superior State University, Michigan Technological University and Saginaw State University. AHP has performed audit services for Delta College since 2005 and reference checks confirmed a very high level of satisfaction with AHP for both the financial and single audit services. AHP also has extensive nonprofit audit experience, including six higher education associated foundations.

Pricing for the three-year appointment includes performing the annual financial audit, the Single Audit of Federal Awards and preparation of the financial statements.

Service Category	Year Ended June 30		
	2021	**2022**	**2023**
College audit (including general purpose financial statements with Foundation presented as discrete component unit; supplementary information; and letter to, and meetings with Board of Trustees)	$ 39,000	$ 39,000	$ 39,000
Single Audit (includes one major program, Student Financial Aid Cluster)	9,000	9,000	9,000
Total College cost for Audit Services	**$ 48,000**	**$ 48,000**	**$ 48,000**

RECOMMENDATION

That the Board of Trustees appoint the firm of Andrews, Hooper, Pavlik PLC, as the College external auditors for the three fiscal years ending June 30, 2021, 2022 and 2023.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: <u>William Johnson</u>

Title: <u>Executive Vice President of Finance and CFO</u>

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

Rose B. Bellanca, President

Board of Trustees
Washtenaw Community College

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

Subject   Date
Recommendation for New Programs for 2021-22   March 30, 2021

RECOMMENDATION

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

- Supply Chain Essentials Certificate of Completion – Business & Computer Technologies Division - Business Department

- Principles of Cybersecurity Advanced Certificate – Business & Computer Technologies Division- Computer Science and Information Technology Department

- Cybersecurity Operations Advanced Certificate – Business & Computer Technologies Division- Computer Science and Information Technology Department

- Cardiac Telemetry Technician Certificate of Completion - Health Sciences Division – Health Science Department

- Health Administration Associate in Science – Health Sciences Division – Health Science Department

- Arts Management Certificate - Humanities, Social and Behavioral Science Division - Humanities, Languages and the Arts Department

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Dr. Kimberly Hurns   Recommended by: _Rose B. Bellanca, Ed. D._
Title: Executive Vice President for   Rose B. Bellanca, President
                For Instruction & Academic Affairs

Recommendation for New Programs for 2021-2022

Supply Chain Essentials
Certificate of Completion – 6 credits
Business and Computer Technologies Division
Business Department

Description: This certificate of completion is designed for individual working in the industry who are seeking advancement in their field. This program is embedded in the supply chain certificate and associate of applied science degree programs. Completion of the certificate program will prepare the student to take two industry approved certification exams. The exams are the Certified Logistics Association Certification (CLA) and the Certified Logistics Technician Certification (CLT).

Need/Job Demand: The two classes being offered for this certificate of completion will allow students the opportunity to build their resume and pursue the complete program in Supply Chain Management. Upon completion of the two classes, students will be put in place to achieve two certifications of completion in the supply chain industry. This is a consistently growing area of business showing above average job growth in the future. Median earnings for positions in supply chain and its related field of logistics, $66k, is also above average. Job opportunities can be obtained with experience and limited coursework (certificate).

Student Learning Outcomes:

1. Identify the supply chain ecosystem including the players, their roles, and corporate social responsibility.
2. Identify and apply the processes and practices needed in warehouse operations.

Curriculum Review: The Curriculum and Assessment Committees recommended approval of this program on 1/21/21.

Wage Data: In 2019, the median wage for positions in supply chain and its related field of logistics was $66,000 annually,

Program Requirements:

Course	Title	Credits
BMG 181	Introduction to Supply Chain Management	3
BMG 182	Warehousing and Logistics	3
	Total	**6**

Principles of Cybersecurity
Advanced Certificate – 13 credits
Business & Computer Technologies Division
Computer Science and Information Technology Department

Description: This program is designed to meet the emerging demand for highly skilled cybersecurity professionals within the information technology industry and business community. This certificate program provides an in-depth examination of cybersecurity technology with an emphasis on executing a vulnerability analysis of an organization network and network hardening. The student will be trained to use various tools to analyze networks for vulnerabilities and secure networks through the application of various defense mechanisms including firewalls, intrusion detection and Virtual Private Networks (VPN).

Need/Job Demand: The Cybersecurity profession is expected to grow faster than average, at a rate of 5% to 7%. This proposal changes the Principles of Cybersecurity certificate to an advanced certificate that recognizes the need for prerequisite knowledge and skills.

Student Learning Outcomes:

1. Apply knowledge and skills to install, configure and manage identity and access services when implementing and administering a secure network architecture.
2. Demonstrate test-takings strategies that will prepare the student for the CompTia Security+ certification exam.

Curriculum Review: The Curriculum and Assessment Committees recommended approval of this program on 2/4/21.

Wage Data: In 2019, the median wage for an Information Security Engineer was $42.57 per hour or $88,550 annually,

Program Requirements:

Course	Title	Credits
CSS 200	Introduction to Network Security - Security+	4
CSS 205	Essentials of Network Penetration Testing	4
CSS 210	Network Perimeter Protection - CCNA Security	4
CSS 295	Cybersecurity Industry Certification: COMPTIA SEC+	1
	Total Credits	13

Cybersecurity Operations
Advanced Certificate – 13 credits
Business & Computer Technologies Division
Computer Science and Information Technology Department

Description: In this program, students will develop the knowledge and skills associated with monitoring, detecting, investigating, analyzing and responding to security events, thus protecting systems and organizations from cybersecurity risks, threats and vulnerabilities. Students will prepare for the Cisco CCNA Cyber Operations Associate Examination.

Need/Job Demand: The Cybersecurity profession is expected to grow faster than average, at a rate of 5% to 7%. This proposal changes the Principles of Cybersecurity certificate to an advanced certificate that recognizes the need for prerequisite knowledge and skills.

Student Learning Outcomes:

1. Demonstrate the knowledge and skills required to monitor and analyze network traffic, host-based attacks and network intrusions.
2. Demonstrate test-taking strategies that will prepare the student for the Cisco CCNA Cyber Operations Associate Examination.

Curriculum Review: The Curriculum and Assessment Committees recommended approval of this program on 2/4/21.

Wage Data: In 2019, the median wage for an Information Security Engineer was $42.57 per hour or $88,550 annually,

Program Requirements:

Course	Title	Credits
CPS 141	Python	4
CSS 225	Cybersecurity Operations – CCNA Cyber Ops	4
CNT 290	Network Forensics	4
CSS 296	Cybersecurity Operations Certification Preparation	1
	Total Credits	13

Recommendation for New Programs for 2021-2022

Cardiac Telemetry Technician
Certificate of Completion – 6 credits
Health Sciences Division – Health Science Department

Description: Students in this program learn the skills required to become Cardiac Telemetry Technicians. Cardiac Telemetry Technicians are health professionals responsible for measuring and reporting the patient's heart rhythm and rate. Students will learn to ensure proper electrode placement on the patient, record the ECG and measure, interpret and report Electrocardiogram (ECG) wave form results to the nursing staff and physician. Upon successful completion of the certificate, students will also be eligible to take the National Certification Electrocardiogram (ECG) Exam.

Need/Job Demand: In January 2020, WCC was contacted by both Michigan Medicine and Trinity Health inquiring about the possibility of developing a training program for Cardiac Telemetry Monitoring. The hospitals have agreed to provide clinical training to WCC Cardiac Telemetry students.

Student Learning Outcomes:

1. Identify cardiac anatomy.
2. Read and interpret cardiac rhythm strips by identifying common cardiac rhythms and arrhythmias.
3. Differentiate severity of arrhythmia blocks.

Curriculum Review: The Curriculum and Assessment Committees recommended approval of this program on 11/18/20.

Wage Data: The 2019 median wage was $27.75 hourly or $57,720 annually.

Program Requirements:

Course	Title	Credits
HSC 131	CPR/AED and First Aid	1
HSC 140	Cardiac Telemetry Monitoring	5
	Total Credits	6

Recommendation for New Programs for 2021-2022

Health Administration
Associate in Science – 60 credits
Health Sciences Division – Health Science Department

Description: The Health Administration program provides students with the skills necessary for entry-level employment in healthcare management. Students in this industry lead and oversee the operation of complex health care entities including, hospitals, outpatient facilities, health care systems, pharmacies, long-term care facilities, mental health centers, fitness centers insurance companies, schools and public health systems. Upon completion of this associate degree, the student should be able to: understand medical terminology, apply health care knowledge in economic analysis, accounting, and effectively communicate with team members.

Need/Job Demand: Local employer groups (St. Joseph Mercy-Ann Arbor, Michigan Medicine) require an Associate Degree for some supervisory positions. Employment in healthcare occupations is projected to grow 15 percent from 2019 to 2029, much faster than the average for all occupations, adding about 2.4 million new jobs. Healthcare occupations are projected to add more jobs than any of the other occupational groups. This projected growth is mainly due to an aging population, leading to greater demand for healthcare services.

U.S. Bureau of Labor Statistics

Student Learning Outcomes:

1. Evaluate accounting information to assess a company's performance and determine its ability to pay off its liabilities.
2. Manipulate supply and demand models to determine qualitative and quantitative changes in prices, output, allocative efficiency and economic surplus that result from real-world events and government policy change.
3. Prepare a healthcare practice proposal in the form of a presentation, publication or poster, based on the evidence-based practice process (EBP).

Curriculum Review: The Curriculum and Assessment Committees recommended approval of this program on 1/21/21.

Wage Data: The 2019 median wage was $48.55 hourly or $100,980 annually.

Recommendation for New Programs for 2021-2022

Program Requirements:

1st Semester

Class		Title	Credits
BIO 111	or	Anatomy and Physiology-Structure and Function	
BIO 109		Essentials of Human Anatomy and Physiology	4 - 5
Elective		Writing/Composition	3 - 4
Elective		Social Science (Not ECO)	3
MTH 160	or	Basic Statistics	
		Any Math Level 4 or higher	3 - 4
Total			13 - 16

2nd Semester

Class		Title	Credits
Elective		2nd course in Writing/Composition or Communication	3
ECO 211		Principles of Economics I	3
Elective		Natural Science (not BIO)	3 - 4
PHL 244		Ethical and Legal Issues in Health Care	3
Electives		*Restricted Electives	2
Total			14 - 15

3rd Semester

Class		Title	Credits
ECO 222		Principles of Economics II	3
ACC 111		Accounting 111	3
HSC 124		Medical Terminology	3
HSC 103	or	Healthcare Exploration	
HSC 100	or	Basic Nursing Assistant Skills	
HSC 165	or	Foundations of Caregiving	
RAD 100		Introduction to Diagnostic Imaging	1 - 4
HSC 147	or	Growth and Development	
PSY 206		Life Span Development Psychology	3 - 4
HSC 131		CPR/AED/First Aid	1
Total			14 - 18

4th Semester

Class		Title	Credits
HSC 256 **		Health Clinical Experience	2
HSC 257		Evidence-Based Practice in Action	3
Elective		Arts and Humanities	3
Electives *		Restrictive Electives needed to complete 60 cr. Hours	3 - 11
Total			11-19
		Total Credits	**60**

Footnotes:

*Restrictive Electives - Student's will be referred to an advisor and advisors will be provided with a list of programs/courses such as HLT Certificates and Associate Degrees, Computer Software Applications (CTCSSC) courses or Human Resource Management (CTHRMG) courses.

**Clinical Experience - Students who have experience working in a clinical healthcare setting may request credit through a portfolio evaluation. Please contact advisors for additional information.

Arts Management
Certificate – 21 - 25 credits
Humanities, Social and Behavioral Science Division
Humanities, Languages and the Arts Department

Description: This program is designed to provide students desiring a creative lifestyle the entrepreneurial, management and social media skills needed to both create a sustainable plan for their own artistic skills, as well as access to become a management or creative social media asset to various businesses such as profit, non-profit and creative/artistic.

Need/Job Demand: Musicians, dancers, actors, and visual artists, media, and creative individuals, have no career pathway to subsidize their craft or develop credentials that maximize their creativity in a real work context. Of the top 100 careers with "Bright Outlooks" on www.onetonline.org – 15 specify the requirements of creativity, arts or event management, marketing, social media marketing, training or development.

Student Learning Outcomes:

1. Create and execute a media marketing campaign for an external client in the arts discipline of their choice.
2. Present their campaign to the class.

Curriculum Review: The Curriculum and Assessment Committees recommended approval of this program on 1/21/21.

Wage Data: Students can make anywhere from $20 - $150 per hour in an arts marketing/social media career.

First Semester		
Class	Title	Credit Hours
MUS 180	Music Appreciation: Our World	
or HUM 181	World Cultures Creativity Forum	3
Rest. Elect.	HLA or Specialty Restricted Electives	2-4
MUS 285	Self-Management for Working Artists	
or ART 295	Self-Management for Working Artists	3
BMG 250	Principles of Marketing	3
Total		11-13
Second Semester		
BMG 155	Business & the Internet	
or BMG 168	Facilities and Event Management	3
Elective	COM 150 or VID 105 or AUD 170	3
Rest. Elect.	HLA or Specialty Restricted Electives	2-4
ART 295	Arts Management Capstone	
or MUS 295	Arts Management Capstone	2
Total		10-12
	Total	21 - 25

Restricted electives may include:
Art: ART 101, 108, 111, 112, 114, 122, 125, 127, 129
Ceramics: ART 121, 128
Music: MUS 105, 133, 140, 147, 154, 204, 205
Dance: DAN 107, 108, 111, 180
Drama: DRA 152, 180, 204, 208, 211
Film: FLM 120, 150, 160, 185
Humanities: ART 130, 131, 143, 150, HUM 101, 102, 103, 145, 146, or PHL 205
Foreign Languages: Any ARB, CHN, FRN, GRM, SPN
Photography: PHO 103, 111, 117, 127

TAB I

Board of Trustees
Washtenaw Community College

$\boxed{\textbf{ACTION}}$

4800 E. Huron River Drive
Ann Arbor, Michigan 48105

Subject	Date
Recommendation to Discontinue Programs 2021-22	March 30, 2021

RECOMMENDATION

That the Board of Trustees approve the discontinuation of programs for the Fall 2021 as listed below:

❀   Linux/UNIX Systems - Certificate

❀   Principles of Cybersecurity - Certificate

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Dr. Kimberly Hurns
Title: Executive Vice President for
                    For Instruction & Academic Affairs

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

                           Rose B. Bellanca, President

Recommendation for Program Discontinuation for 2021-2022

Linux/UNIX Systems Certificate – (CTLUX)

This program is being discontinued effective fall 2021. Linux is an important tool/operating system for students to learn, however, there is not currently a need for a full certificate program in Linux at this time. We have researched other institutions and no one else is offering more than one or two classes in this area. We are leaving one Linux course as a requirement in most of our CST, CSS and CNT programs, but the other three Linux courses have not run in several years.

Compliance with WCC Policy: The students who are currently listed as active in the program will be offered course substitutes.

Principles of Cybersecurity Certificate (CTCYS)

This program is being discontinued fall 2021 and being replaced by the proposed Principles of Cybersecurity Advanced Certificate. This program was originally developed at the certificate level. A review of and revision to the program places it at the Advanced Certificate level.

Compliance with WCC Policy: The students who are currently listed as active in the program will be moved to the advanced certificate program or offered course substitutes.

Board of Trustees
Washtenaw Community College

4800 E. Huron River Drive
Ann Arbor, Michigan 48105

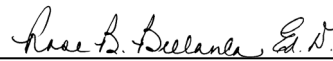| Subject	Date
Resolution to Recommend the Allowable 2021-22 Ad Valorem Tax Rate	March 30, 2021

RECOMMENDATION

That the Board of Trustees recommends that the College, when developing its FY 2022 Budget utilize the maximum allowable 2020-21 Ad Valorem Rate for operations, which at its current rate of 3.3885 mills will generate approximately $62,227,245 of gross tax revenue.

Prepared by: William Johnson   Recommended by: *Rose B. Bellanca, Ed. D.*

Title: Executive Vice President and Chief   Rose B. Bellanca, President
         Financial Officer

Board of Trustees
Washtenaw Community College

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

Subject	Date
Target X Customer Relationship Management System (CRM) Contract Renewal	March 30, 2021

BACKGROUND

Target X Recruitment and Retention Software was purchased in 2018. The software was purchased to manage the student life cycle. The software has been implemented and has provided improvements that have transformed recruitment, retention, and student success activities. The system has allowed us to focus processes and activities to drive increased student engagement and relationship building that lead to increased student retention and completion.

As presented at the February Board of Trustees meeting, the college continues to expand the use of the software to further leverage its impact. Recruiters and advisors are using Target X as the main system of record for interactions. Integration of student support services, student activities and scheduling processes will be implemented, as well as enhancements to marketing automation to support both recruitment and retention. Additional user groups and processes will be added to more effectively manage student relationships.

RECOMMENDATION

That the Board of Trustees approve a 3-year contract renewal with Target X in an amount not to exceed $302,100 ($100,700 billed annually) with annual renewal options, to provide the student lifecycle relationship management (CRM) software for recruitment and retention needs.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Dr. Kimberly Hurns
Title: Executive Vice President of
               Instruction & Academic Affairs

Recommended by: _Rose B. Bellanca, Ed. D._

                  Rose B. Bellanca, President

TAB L

Board of Trustees
Washtenaw Community College

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

Subject   Date
Revision to 2021 Schedule of Board Meetings   March 30, 2021

RECOMMENDATION

That the Board of Trustees establish and hold its annual Spring Retreat on April 6, 2021 at 1:00pm. The Spring Retreat will be held at the Morris Lawrence Building.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Larry Barkoff   Recommended by: _Rose B. Bellanca, Ed.D._

Title: General Counsel   Rose B. Bellanca, President

_____