

# QUARTERLY update

To the Board of Trustees, Faculty and Staff



FALL 2013

From the Office of the President

1555 South Raisinville Road, Monroe, Michigan 48161

## HLC Takes Action on the College's Accreditation Status and Distance Education

In August, the Higher Learning Commission took final action on the 2013 Focused Visit Team Report and MCCC's accreditation status. The HLC's Board of Trustees accepted the Team Report and embedded recommendations. The college's next reaffirmation visit remains 2019-20. However, as a result of the recent transition to the HLC's Standard Pathway, a comprehensive review will take place in 2015-16. A focused visit on governance will be part of the review. Additionally, the HLC acted on the college's request for approval to offer 100 percent of programs via distance education. The request was approved without conditions.

## eLearning and Instructional Support, RCTC Partner on Pilot Program to Expand Blackboard and Distance Education Support

In lieu of filling the open e-learning and instructional support technician position, the eLearning and Instructional Support Department and the Regional Computer Technology Center staff are partnering on a pilot program to enhance support for distance education and expand Blackboard services. The e-Learning and instructional support staff has moved from the Campbell Learning Resources Center to the West Technology Building to be in closer proximity to the RCTC. The success of the pilot will be evaluated at the end of the 2013-14 academic year and a decision will be made regarding the permanent structure of the eLearning and Instructional Support Department.

## Course Management System to Remain Blackboard

During the 2012-13 academic year, the Course Management System Review Task Force convened to evaluate our current Blackboard system and consider CMS alternatives. The task force considered a large group of CMS providers and invited several to campus for presentations, along with Blackboard. Based on the presentations, faculty /staff input, and CMS provider proposals, the task force concluded that Blackboard was the CMS best suited for MCCC at this time.

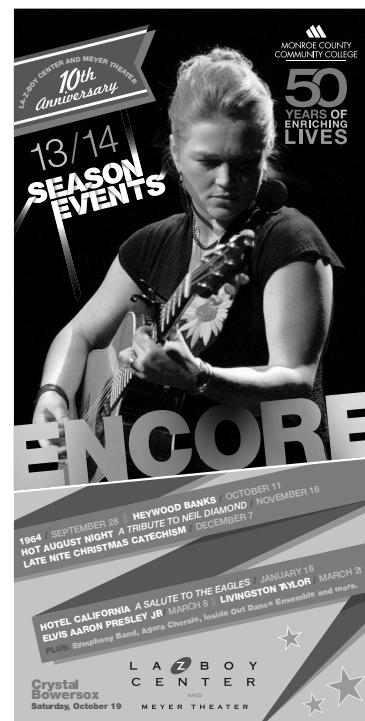
Based on this recommendation, the college signed a 3-year license with Blackboard, which included a \$30,000 savings in the first year. Additionally, the new Blackboard contract includes off-site hosting of the system, which could yield an additional savings of approximately \$18,000.

## Division Gets New Name

The Industrial Technology Division has been renamed the Applied Science and Engineering Technology Division. The name change was approved by each of the three councils of the college's Institutional Governance structure, and reflects that the division is delivering instruction necessary for students to develop the skill sets required by today's high-demand, high-skill jobs, said Parmeshwar (Peter) Coomar, dean of the division. He noted that the name change was timely as it came just prior to the division's move into its brand new home in the state-of-the-art Career and Technology Center.

## 2013-14 Events Season Features 'Encore' Performances

The 2013-14 lineup of concerts and cultural events at MCCC is being dubbed as an "encore" season, with performances from the "best of the best" since the Meyer Theater opened, including 1964, Heywood Banks, Crystal Bowersox, Late Nite Catechism, Hotel California: A Tribute to the Eagles, the Monroe Big Band, and Livingston Taylor. The encore season was designed to celebrate the 10th anniversary of the La-Z-Boy Center and the 50th anniversary of MCCC.



## ROOM RESERVATION ACTIVITY – MAY - AUGUST 2013

	MCCC Events	Count	Web Confirmed	Staff Res.	Non-MCCC Events	Count	Net Sales	Discounts	Gross Sales
May 2013	90	3,043	30	35	260	3724	\$10,393.00	\$6,847.50	\$17,240.50
June 2013	34	701	22	22	166	4,879	\$23,610.00	\$6,205.00	\$28,815.00
July 2013	16	610	25	26	76	2971	\$6,137.00	\$2,945.00	\$9,082.00
Aug. 2013	82	2226	23	29	102	3006	\$6,389.80	\$11,580.00	\$17,969.80

### MCCC Gets New Ticket Provider

MCCC's former ticket provider for concerts and special events, Computerworks of Monroe, decided to no longer provide on-line ticketing. Showclix was selected to provide this service to the college's patrons.

### Community Service Initiative: More Than \$27,500 in Room Rental Fees Waived

The following events were hosted by MCCC, and as part of the college's community service initiative, the room rental fees were waived, either partially or entirely. Other fees associated with the events such as special set-ups, custodial, security, food service. etc., were invoiced as usual. Total attendance based upon room permit information was 14,580 and the total fees waived amounted to \$27,577.50.

- Airport Community Schools
- Am Vets
- Altrusa International Monroe
- Big Brothers/Big Sisters
- Community Foundation of Monroe
- Congressman Tim Walberg's Office
- DTE Energy

- DTE Energy Fermi II
- Genealogical Society of Monroe County
- La-Z-Boy Incorporated
- Meadow Montessori School
- Michigan Public Health
- Monroe County Intermediate School District
- MCISD Special Olympics
- Miss Monroe Scholarship Pageant
- Monroe Environmental Corp.
- Monroe Public High School
- Navy Sea Cadets
- Rotary Club of Monroe
- Siena Heights University college classes
- Turtle Island Pow Wow

### Facility Management: Summer Highlights

From a facility management standpoint, MCCC had another successful summer with many of the usual customers. Big Brothers/Big Sisters had another successful "Monroe's Biggest Idol" show, and MCCC also hosted the Miss Monroe pageant in August. A new group, The Navy Sea Cadets, is using the Welch Health Education Building once a month for drills and planning. This began in August.

## FITNESS CENTER ATTENDANCE

(May - August 2013)

Group Type	Number of New Visitors	Number of Visitors	Number of Visits	Visitor Hours	Avg. Hrs. Per Visit
Student	55	172	692	781.92	.96
Staff	2	27	270	253.45	.94
Alumni	2	13	223	223.13	1.
<b>Total</b>	<b>59</b>	<b>212</b>	<b>1185</b>	<b>1258.1</b>	<b>.97</b>

### Fitness Center: Summer Highlights

In July, annual routine maintenance was completed on all the equipment in the Fitness Center. Several of the original treadmill units are no longer serviceable and will need to be replaced when they no longer function. A new Landice treadmill was ordered through the capital outlay budget this year.

### Learning Bank Reopens, College's Role as Fiduciary Agent Ends

The Learning Bank's funding was exhausted and the college's role as fiduciary for the grant ended; however, in August the Monroe County Adult Education Consortium accepted the Learning Bank as part of the Orchard School/Erie-Mason adult education program for this year and is picking up the instructional costs and wages. The Learning Bank is in the process of fund raising through other public/private sources to make up a funding gap of approximately \$75,000 for the year. It is now open Monday-Thursday from 9 a.m. to 3 p.m.

### LIFELONG LEARNING ENROLLMENTS

(includes Customized Training)

#### SPRING 2013

	Total Enrollment	Contact Hours
Main Campus – Lifelong Learning	737	10,606.5
Customized Training (on/off campus)	295	1,869.6
Business & Industry Training	216	1,135.8
Online	38	3,154.8
Off Campus	3	33.6
Whitman Center*	0	0
<b>Totals</b>	<b>1,289</b>	<b>16,800.3</b>
<b>Total Unduplicated Headcount</b>	<b>964</b>	

\*Note: There was no enrollment at the Whitman Center due the Center closing Spring/Summer Semester.

### Ventower Requests Modification to Michigan New Jobs Training Program Agreement

Ventower Industries has requested a modification to the Michigan New Jobs Training Program agreement with MCCC in order to streamline the withholding/payment process. Currently, the agreement requires that Ventower divert the payroll taxes to the college, and the college subtracts the administrative fee and returns the difference to the company as reimbursement for training costs incurred. Ventower is requesting that the company simply send the administrative fees due to the college and retain the difference due for training costs. The college attorney is drafting a modified agreement.

### Business and Industry Training Schedule Available Online

The Business and Industry Institute Training schedule is available online at <http://www.monroeccc.edu/ccs/TrainingCalendar.pdf>. This is a schedule of customized training sessions that are public classes but are promoted directly to area companies. This is designed to provide customized training opportunities for the small- and medium-sized companies that may not have enough employees to contract for an entire class on-site.

Business & Industry Institute Training	No. Trained
Asbestos Awareness	2
Bloodborne Pathogens	2
Coffee With MIOSHA	17
Defensive Driving	16
DOT/RCRA Waste Manifest Training	9
Globally Harmonized Sys. of Classification/ Labeling of Chemicals	57
HAZWOPER 8 Hr. Refresher	14
Healthguard Professional Food Manager Certification	62
Planning/Zoning Essentials & Site Plan Review	19
Resume & Interviewing Workshop	8
<b>CONTRACTED TRAINING</b>	
<b>Guardian Industries Corporation, Carleton</b>	
Bloodborne Pathogens	69
First Aid & Adult CPR w/ AED & Emergency Oxygen	70
Confined Space & Hazard Safety	4
Confined Space Entry & SCBA Annual Refresher	23
<b>L &amp; W Engineering, Blissfield</b>	
Basic Instructor Skills	14
<b>Marmon/Keystone, Temperance</b>	
First Aid/CPR/AED	4
<b>Midway Products Group, Monroe</b>	
Geometric Dimensioning & Tolerancing	11
Basic AutoCAD	2
<b>Monroe County Community College</b>	
Bloodborne Pathogens	22
Asbestos Awareness	22
<b>Pioneer Metal Finishing, Monroe</b>	
Ladder Safety	33
<b>River Raisin National Battlefield Park, Monroe</b>	
Quickbooks	8
<b>TWB Company, Monroe</b>	
Mechanical Blueprint Reading	14
<b>TOTAL</b>	<b>502</b>

### Whitman Center Highlights

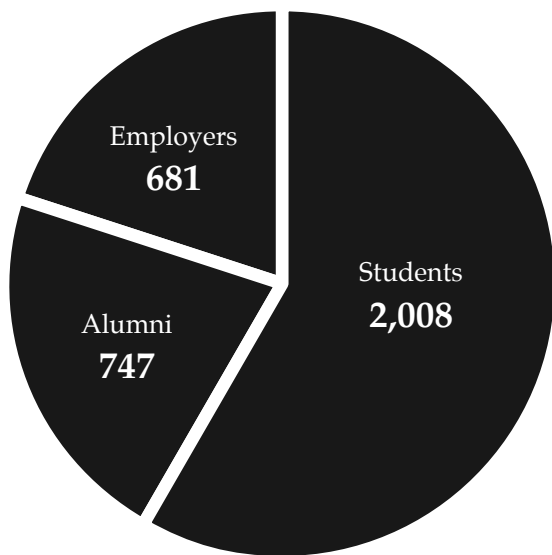
- In May, Assistant Professor of History Edmund LaClair presented a lecture at the Whitman Center on Michigan history and the Temperance Movement.
- The center was closed for the months of June and July. Upon reopening the office in August, the staff resumed its duties of getting students and faculty ready for the start of the Fall Semester.
- 80 students and parents attended New Student Orientation at the Whitman Center, and about 15 students took a tour of the facility.
- 15 students participated in First Steps for Student Success.
- In August, WMIM, 98.3 broadcast live from the Whitman Center to promote Fall Semester registration.

### Workforce Development Administrative Assistant Hired

The Office of Workforce Development has hired Tammy Suzor, part-time administrative assistant. She replaces Heather Kipf-Broadway, who was full-time. The office is now on Facebook at *Monroe County Employment Assistance/ Workforce Development* and on Twitter at *MCCC Employment*.

### Registered Users of Workforce Development Employment Services

*Website Users as of August 31, 2013*



### Website activity for the months between May – August 2013:

- 181 new students/community members registered for the service.
- 57 alumni registered for the service.
- 77 employers registered for the service.
- 193 open positions were posted to the website by employers for our users to view.
- 210 resumes were reviewed by employers.

From May-August, the Workforce Development Office assisted 67 individuals with their resumes. This compares to 64 for the same time period last year. Assistance includes a review of the resume with suggestions for improvement. Many of the reviews were completed electronically, however, some clients prefer face-to-face meeting with the director. The office also hosted several resume writing and interview workshops.

### Updates from the Health Sciences Division

- Sixty new students were chosen for the nursing program for the 2013-2014 academic year; 30 students to begin Fall 2013, 30 students to begin Winter 2014.
- The National League for Nursing Accreditation Commission changed its name to Accrediting Commission for Education in Nursing, Inc. The MCCC nursing program continued to work throughout the summer with ACEN to ensure a comprehensive review of the curriculum revision slated for implementation in Fall 2013.
- The registered nursing program was scheduled for a re-accreditation site visit in September 2013. In late August, the dean of Health Sciences was notified that due to an issue on ACEN's end, the re-accreditation visit was postponed and rescheduled for October 22 – 24, 2013.
- Thirty-one new students were selected to begin the respiratory therapy program in the fall. The first-semester RT course has 34 students total: 31 new students, two returning students and one transfer student. The second-year class has 18 students: 16 that progressed from the second semester and two returning students.
- MCCC students competed in the Michigan Society of Respiratory Care "Sputum Bowl" held in March of this year and finished second in the state. The team recently learned that the first place team will not be able to attend the National Competition in Anaheim, Calif. in November; therefore, the MCCC team will be representing the state in this competition.
- Twenty-six students graduated from the RT program in May 2013. All are performing well on certification examinations, including the CRT exam, RRT exam and the clinical simulation exam required to obtain licensure as a respiratory therapist.
- All of the 2012 licensed practical nursing program graduates passed the NCLEX-PN exam on their first attempt.
- Lindi McClure was hired over the summer as a full-time faculty member in the practical nursing program. She is a 2001 graduate of the associate degree in nursing program at MCCC and has been employed by the college since the fall of 2012 as an adjunct working with fundamental registered nursing students in the lab and clinical areas. She was employed by Flower Hospital and has extensive

medical/surgical nursing experience. She earned a master of science in nursing degree with a concentration in nursing education from Walden University.

- One section of the Certified Nursing Assistant course was offered this summer. Despite expressions of interest in the course, enrollment continued to be low and the course did not fill to capacity. Enrollment in health-physical education courses remained low during the summer semester. Enrollment in general health sciences courses remained stable, especially with online offerings.

### **MCCC Wins 7 Awards for Marketing**

Over the summer, the MCCC Marketing Department entered the Medallion Awards competition put on by the National Council for Marketing and Public Relations, the only organization of its kind that connects marketing and public relations professionals at community and technical colleges. The department has been informed that MCCC has won 7 District 3 Medallion Awards. Medallion Awards recognize outstanding achievement in communications, and the competition honors excellence exclusively among marketing and PR professionals at two-year colleges. District 3 includes Michigan, Ohio, Indiana, Illinois, Wisconsin and the Canadian province of Ontario. MCCC finished in the top 3 for the following entries that were produced between June 30, 2012 and August 1, 2013 (The college will learn whether it won Gold, Silver or Bronze for each during the NCMPR District 3 conference and award ceremony in early November.):

- Lifelong Learning Catalog
- Annual Report to the Community
- MCCC Alumni Newsletter, "Avant-Garde"
- Viewbook
- Commencement Program
- "Coming Soon" Season Events Poster
- "Tech Update" – Electronic Newsletter of the Applied Science and Engineering Technology Division

### **Community Celebrates Retirement of Dr. Nixon**

A community tribute event to honor retiring Monroe County Community College President Dr. David Nixon was held in July at the La-Z-Boy Center Atrium on the MCCC campus. All proceeds went to the Dave and Judy Nixon Endowment to help needy students to enter non-credit programs, such as GED preparation, certificate programs or other coursework.

### **Final Stages of CTC Construction Completed; Ribbon Cut**

- The final stages of construction of the Career Technology

Center were completed throughout the summer months. The Maintenance Department played a major role championing the project through every stage of construction, including the final move plan to relocate the Applied Science and Engineering Technology Division into its new classrooms, labs and offices. The Business Office managed all financial matters pertaining to the funding of the project and working with the state on approvals, reimbursements and bond authorization. The Purchasing and Auxiliary Services Department managed the purchasing for the new facility, including furniture installation and telephone service, which included transferring extensions and installing new phone lines. In addition, the Office Information Systems coordinated all IT needs in the new facility.

- MCCC President Dr. Kojo A. Quartey and the Board of Trustees formally opened the CTC during a ribbon cutting ceremony on Aug. 26 in front of the main entrance to the \$17 million, 60,000-square foot facility. Hundreds of internal and external supporters attended the ceremony, including such dignitaries as U.S. Sen. Carl Levin, U.S. Rep John Dingell and U.S. Rep Tim Walberg, State Senator Randy Richardville, and State Reps. Dale Zorn and Bill LaVoy. Students began taking classes in the building three days later on the first day of Fall Semester.

### **CTC Already Receiving Accolades**

- The Career Technology Center project was nominated by Walbridge (CTC construction manager) for a 2013 CREW Detroit Impact Award. The CREW Detroit Impact Awards are presented annually to three multi-disciplinary real estate development projects in Southeast Michigan. Projects nominated demonstrate a significant, positive social and economic impact on the communities in which they are built. While not selected as the 2013 New Construction Award Winner, the project was lauded for its design, sustainable systems, and educational programming.
- In addition, the CTC was featured in the September issue of CAM Magazine. In the article, "Building a new Career Path at MCCC," the facility was recognized for being designed to LEED Silver standards and utilizing a 65-well geothermal field. The article stated that "the geothermal energy harvested from the ground will assist in providing the entire building with sustainable, cost-effective climate control."

### **MCCC, DTE Energy Dedicate Fermi 1 Historical Exhibit**

The same day as the Career Technology Center grand opening in August, MCCC and DTE Energy dedicated an extensive exhibit built into the student concourse of the

CTC that details the history and importance of the Enrico Fermi Atomic Power Plant (Fermi 1). Joe Verkennes, director of marketing, led the project for MCCC in conjunction with DTE Energy. Edmund LaClair, assistant professor of history, wrote the display's content and Dan Shaw, assistant professor of journalism, wrote and produced the video portion of the display. David Smith, a temporary full-time faculty member in the Applied Science and Engineering Division, was a key member of the committee who lent additional background and research to the project. He is working with fellow faculty members Tom Harrill (electronics) and Martin Dubois (mechanical engineering technology) on a Fermi 1 control room panel mockup incorporating original instruments, which will be tied to a computer display mimicking control room operations.



### **New Advertising Campaign, 50th Anniversary Branding Launches**

The Marketing Department developed a new advertising campaign to highlight the college's 50th anniversary in 2014 and highlight key messages such as the "enriching lives" brand, the opening of the Career Technology Center, Fall Semester registration and the re-opening of the Whitman Center for the 2013-14 academic year. In addition, the department developed a new college viewbook and season events brochure.

### **MCCC Producing New TV Show**

Monroe County Community College is producing a half-hour, monthly television show that will run on Monroe County Public Access Cable Television. It will be called "Education Matters" and will be hosted by President Dr. Kojo A. Quartey. The first show will feature a monologue by Dr. Quartey and an interview with Peter Coomar, dean of the Applied Science and Engineering Division. It will also include a segment introducing the upcoming "encore" events season at the La-Z-Boy Center. It is now in post-production, and the show will debut in early November. The show's production crew includes MCCC employees Joe Verkennes, director of marketing; Dan Shaw,

assistant professor of journalism; Josh Myers, coordinator of development and external affairs; Victoria McIntyre, executive assistant to the president and Board of Trustees; and Sean McDonald, graphic designer.

### **Outside Directional Kiosks Restored**

The outside directional kiosks around campus were refurbished by Harmon Sign. They are illuminated at night once again, thanks to the work of the Maintenance Department. The maps on the kiosk were redesigned by Sean McDonald in MCCC's Marketing Department.

### **Reorganization of Copy Center, Photography Operations Saves \$40,000**

After the June retirement of Mark Spenoso, who handled MCCC's Copy Center and photography operations, the Marketing Department explored contracting with outside vendors for these services to save costs while maintaining service levels. Following an extensive RFP process, MCCC contracted with Canon Solutions America for a new production print machine and 40-hour per week, on-site staffing solution in the Copy Center at a cost savings of about \$46,000 per year. About \$6,000 of that savings is being used to contract out for photography services from various vendors, so the total savings per year will be about \$40,000. In July, Lezlee Downing – an alum of MCCC and Siena Heights University and the former digital imaging student assistant – was hired by Canon to operate the Copy Center.

### **Alumni Scholarship Golf Outing Raises \$12,000**

This summer's 19th Annual Alumni Scholarship Golf Outing at Carrington Golf Club included a record number of golfers – 34 – and raised nearly \$12,000 for student scholarships. Throughout the tournament, golfers could participate in a number of specialty holes for prize packages. A Kindle Fire and the opportunity to putt with MCCC President Dr. Kojo A. Quartey helped add another \$600 to the scholarship pot. Two golfers also walked away with new golf clubs during the club raffle, and the 50/50 drawing added another \$295 in donations. The 20th annual outing has been scheduled for September 5, 2014.

### **Grants Office Update**

Over the summer, the Grants Office applied for \$35,000 in funds and was awarded grants totaling \$13,360. One of those grants was an Arts Midwest Touring Grant for children's programming in the La-Z-Boy Center. Arts Midwest provides 20 percent of the cost for utilizing performers and artists from the Midwest. The Grants Office has proposals in process for a culinary project with Delta Dental (\$5,000), two

Monroe Community Foundation grants for the Humanities/ Social Sciences and Health Sciences divisions (\$1,500 each), and a Kohl's Cares volunteer grant (\$500) for the Great Pumpkin Pursuit 5K Run. In addition, the Business Division has approached the Grants Office to assist in seeking funds for curriculum development and renovation to one of the labs in the West Technology Building to become a wine making lab. In partnership with TRANE, the Applied Science and Engineering Technology Division has requested \$10,000 through an employee grant application process for geothermal equipment and curriculum development.

### **Business Office Update**

- Working with all areas of the college, the Business Office prepared and delivered to the Board of Trustees on June 24 a balanced proposed budget for the fiscal year 2013-2014. The proposed budget includes the general fund, designated fund, auxiliary fund, restricted fund, loan fund, endowment fund, unexpended plant fund, maintenance and replacement fund, and physical properties fund. The 2013-2014 budget was approved by the Board as presented.
- The Business Office continues to work on closing out and reconciling accounts for the 2012-2013 academic year and providing documentation for auditors. The audit team from Cooley, Hehl, Wohlgamuth & Carleton has been on campus over the past two months working on the annual financial audit, which is due to the state by November 15. In addition, the Business Office and the Financial Aid Office are providing information to auditors from Plante Moran who are on campus completing the A-133 Compliance Audit (federal awards).

### **CTC Capital Campaign Update**

The Career Technology Center capital campaign team continues to meet with donors and seek financial support for the project. The Foundation at MCCC successfully wrapped up an internal campaign aimed at current faculty and staff; trustees, Foundation and Alumni board members, and retirees, which raised more than \$200,000. At the Cultivation Luncheon in May, The Foundation announced just the third seven-figure donation ever received by the college, a \$1 million contribution to the CTC campaign by the DTE Energy Foundation. MCCC nominated DTE Energy for the prestigious Council for Resource Development Benefactor of the Year Award in recognition of this gift, and that nomination was selected. Recently, the The Foundation received a \$150,000 pledge from Baker's Gas to name the Welding Lab. The gift pushed the campaign over the \$2 million mark. To date, 190 people have contributed to the capital campaign.

### **A Bevy of College Volunteers for Fair Parade, Booth**

In late July, more than 40 volunteers joined the MCCC entry in the Fair Parade to mark the 50th anniversary of the college. To celebrate MCCC's "encore" season of events at the La-Z-Boy Center, the incoming president, Dr. Kojo A. Quartey, joined the retiring president, Dr. David Nixon, in a convertible Volkswagen Beetle for the parade. The two MCCC leaders were followed by MCCC's Inside Out Dance Ensemble, which danced to the music of The Beatles to promote the return of Beatles' tribute band "1964" to MCCC for a concert in September. In keeping with the anniversary theme, the college again staffed a double booth at the fair, greeting thousands of Monroe County residents with 50th anniversary commemorative cups.

### **Campus Voicemail System Replaced**

The campus voicemail system was recently replaced by the Purchasing and Auxillary Services Department. The prior system was outdated and could no longer be repaired. The new system is capable of interfacing with any phone system for future updates.

### **Maintenance Department Update**

- The Maintenance Department had an extremely productive summer, undertaking a number of projects, including repairs to both the absorber in the powerhouse and chiller for the Welch Health Education Building; the opening of the Career Technology Center (including training for faculty and staff on the new systems in the building); assistance with many office moves and classroom and lab reassignments; a large number of summer cleaning projects; carpet replacement in E-120A, E-129, L-112, L-223 and L-215; and prep work for a major roof renovation to the West Technology Building. In addition, the maintenance staff was involved in the interview process for the new director of campus planning and facilities.
- The end of August marked another successful Student Guide Meet and Greet. Each fall, the Maintenance Department is stationed throughout campus on the first day of classes, meeting students and assisting them in finding their way to class. Campus maps and pencils are given to students along with a warm smile and a friendly "hello."

### **Foundation Update**

- Colleague CORE Group: A group of employees who were involved in the original Colleague (Datatel) implementation has started meeting to evaluate the CORE system, and look at items such as data quality, process improvements, security issues, training and

documentation. Through Title III grant monies, training will be available for some Colleague users, such as those who never had formal training and new hires.

- Prospect Management Document: An in-depth prospect management document is being developed to help The Foundation staff better track and review prospective donors, which will help the staff focus on the best possible use of their time and talents. The document will include how to track prospects in the Colleague Advancement database, which is the current database being used by the department.
- As part of the Title III grant, Formative Evaluation Research Associates has been working with The Foundation staff yearly to evaluate the college's implementation of the grant. This year, FERA staff interviewed employees who have worked in conjunction with The Foundation staff. In addition, a survey will be completed this fall to help with the evaluation.
- Also as part of the Title III grant, training through conferences and webinars has been provided regarding prospect research, prospect management, finding donors, data quality and data analytics. Compression Planning training has resulted in numerous planning sessions being held with the marketing department (integrated communication plan, Fermi I display), Foundation staff (CTC campaign planning, 50th Anniversary celebration), and the Alumni Association (strategic planning 2013).
- InfoGraphics Project: An interactive media project is being developed by The Foundation staff in conjunction with the Marketing Department to aid in conveying information to prospective donors about MCCC and how their donations are needed to help individuals, families and the Monroe community at large.

### **Financial Update Meetings Scheduled**

As part of the Working Tactical Implementation Plan to improve employee communication and shared governance, the Financial Update meetings were scheduled for the 2013-2014 academic year. The dates and topics are as follows: October 10, 2013 (Status of Current Budget), January 9, 2014 (Audit Update), April 10, 2014 (Budget Update), and June 26, 2014 (Budget – Final Report).

### **Administrative Area Retirements, Promotions, New Hires**

- Retirements: Dennis Bezeau, general maintenance worker; Dave Moran, maintenance chief; Mark Spenoso, digital imaging specialist
- Promotion: Jeff Harbaugh, maintenance chief
- New Hires: Rob Stawkey, power systems operator; Terry Lunn, general maintenance worker; Justin Blaine, general maintenance worker.

### **Information Systems Educational Media Services Updates**

- New computers for the 2013-2014 academic year were purchased and include 25 new computers each for E-121 and E-105. A total of 87 desktop computers, 38 monitors and 29 laptops have been purchased to date during this fiscal year.
- In August, the information systems staff, in partnership with the maintenance staff, completed the installation of a new wireless network. The installation of 180 access points across campus provides complete campus coverage with a focus on the classrooms.
- A significant amount of work was performed over the summer by both information systems and educational media services staff to move the Applied Science and Engineering Technology Division to the Career Technology Center. Work included the removal and relocation of 175 existing computer systems, 14 printers and nine instructor stations with data projectors. The staff also purchased and installed fixtures, furniture and equipment that included 60 desktop computers, 123 monitors, 108 video cards and 20 laptops. EMS staff worked closely with the contractor to oversee the installation of instructor station technology and integration. Both IS and EMS staff worked throughout the building project to test and document installation issues.
- The BlackBoard Learning Management systems maintenance was completed in both the test and production environments. Blackboard was updated from version 9.1 service pack 6 to 9.1 service packs 11. In addition, operating system updates, application patches and fixes, and data maintenance procedures were completed. Information systems staff worked with Microsoft to complete a migration of the student email system from "Windows-Live" to "Office 365."

### **Upward Bound Program Completes Summer Program**

The Upward Bound program completed its summer program on campus, hosting 105 Monroe High School and Airport High School students from 9 a.m. to 3 p.m., Monday through Thursday. In addition to the coursework, the students took a variety of field trips. They visited Boston for their annual cultural and educational trip.

### **MCCC Working with Monroe County College Access Foundation**

MCCC's Office of Admissions and Guidance is participating with the Monroe County College Access Foundation. This group is striving to improve college registration and preparation for secondary students in Monroe County. The goal is to host a major event at MCCC in May 2014.



## Improving Returning Student Enrollment

In June, an email and telephone campaign was initiated to contact students who were enrolled for Winter Semester 2013 but not enrolled for Fall Semester 2013. The contacts were made as part of an effort to increase continuing and returning student enrollment. These efforts were repeated in August. Volunteers from across campus helped to make telephone calls.

## 469 Degrees Conferred

MCCC conferred 469 degrees and awarded 75 certificates for the 2012-13 academic year.

## Library Update

- An academic e-book collection is now available within the Library's EBSCO database. These books can be downloaded on Apple and Android devices using Bluefire reader and on Kindle or Nook devices after saving the pages as PDFs.
- The Library staff launched a new homepage in May. New features include a weekly new books update, and a grouping of online newspapers including the Chronicle of Higher Education, the Monroe Evening News, the Toledo Blade and the Detroit Free Press. A new authentication software, EZProxy, was also added to the homepage to replace Dynix RPA software for authenticating to the library's subscription databases from off-campus locations.
- 25 books and three DVDs the Library received from a grant project sponsored by the American Library Association and the National Endowment for the Humanities were on display in the MCCC Library for the month of May. In June, the collection was shared with the Monroe County Library System and was on display at the Ellis Library. The collection returned to the MCCC Library in September.
- The MCCC Grants Office worked with the Library to submit a second American Library Association grant proposal for "Muslim Journeys: Let's Talk About It!" This \$4,500 grant was awarded to 125 U.S. libraries, including the MCCC Library.
- It has been five years since the current SIRSI/Dynix ILS server system was installed. In May 2013, the servers were declared out of warranty. After a cost comparison analysis, it was concluded that moving to a SIRSI/Dynix hosted solution was the best option. Work with SIRSI/Dynix to migrate the library's databases will begin in September.

## Learning Assistance Lab Updates

- Disability Services: A committee planned and piloted a Learning Assistance Lab survey of department services. Each student completed a survey after an LAL tutoring session or appointment with a disability

services counselor. The results will be reported in the next Quarterly Report.

- Perkins: Kristine Gerlach and Amy Ockerman wrote the Perkins Local Annual Plan for fiscal year 2013-14 and the Perkins Final Narrative Report for fiscal year 2012-13.
- Supplemental Instruction and Peer Tutor Recruitment: To date, five supplemental instruction leaders have been recruited for Fall 2013. The team also worked with Upward Bound students weekly during June and July using "First Steps" materials distributed in modules on Blackboard. The students not only learned strategies for classroom success but also learned how to navigate Blackboard. Another session of study tips was presented to new nursing students during their orientation in July 2013.

## Compliance Reporting Completed

Data reports required by Integrated Postsecondary Education Data System and the Center for Educational Performance and Information were completed for the spring data collection season. This year, the Human Resources Report Series was completed using a newly-implemented feature provided by the Colleague system. In addition to meeting new classification requirements, the HR reports were also formatted for electronic submission to the IPEDS website. This change has reduced the hours previously required to manually key report information into the IPEDS website. CEPI reporting was completed in June as part of the state's P-20 student Longitudinal Data System. Although a few updates were required for this year's CEPI reports, the state has provided a heads-up to reporting units that numerous changes will be required for reports submitted in 2014. Also, of interest to institutional research departments, CEPI has now provided an avenue for institutions to download P-20 data of their students.

## Developmental Math Courseware Integration

The Data Processing Department is now providing a direct integration of enrollment and instructor data from the Colleague system to the MyMathLabPlus database used by students in the Science/Mathematics Division. The MyMathLabPlus database is a hosted product of Pearson Learning Solutions, a provider of educational software that tracks student progress in each of the Developmental Math classes offered by the college. The Colleague integration to MyMathLabPlus eliminates the need for coordinators in the Science-Math department to manually enroll Developmental Math students into the Pearson database. In addition, Developmental Math students can now seamlessly log into the Blackboard Learning Management System and go directly to MyMathLabPlus system without separate steps.

# ACCOMPLISHMENTS

**Alex Babycz**, assistant professor of construction management technology, attended solar / photovoltaic training at the Midwest Renewable Energy Association's Instructor Institute in Traverse City in May.

In August, **Mark Bergmooser**, assistant professor of speech, humanities and tae kwon do, spoke before the residents of the Monroe County Youth Center on the topic of self-concept / self-esteem.

**Mary Bullard**, adjunct faculty librarian, retired from Monroe Public Schools in August.

**Valerie Culler**, director of financial aid, co-presented a session on Pell Lifetime Eligibility Limits for the financial aid community at the Ellucian Live 2013 conference in Philadelphia. Based on that presentation, she has been invited to give a presentation on using the Communications Management module in the Colleague system at the Great Lakes User Group 2013 conference. Culler was also selected to serve on National Association of Student Financial Aid Administrators' new Rising Professionals Editorial Board.

**Dr. Maris Fonseca**, associate professor of biology, was the featured speaker at a brown bag lunch with the members of the University of Michigan Postdoctoral Association in May. She spoke about the transition from research to teaching and answered questions regarding higher education, responsibilities of full-time faculty at institutions of higher learning, preparation of curriculum vitae and teaching philosophy documents, job searches and other related topics. Fonseca and **Vinnie Maltese**, dean of Science/Mathematics, were members of a college faculty panel at the Michigan Early / Middle College Association Conference in Flint in August.

**Mark Hall**, director of admissions and guidance services, attended the MCCAD spring meeting at North Central Michigan College in June.

**Dr. Dean Kerste**, professor of mechanical design technology, presented a case study at the SolidWorks World 2013 conference on how MCCC addressed the needs of area employers by developing classes that prepare students for

the Certified SolidWorks Associate and Certified SolidWorks Professional exams. In addition, Kerste he recently earned Certified SolidWorks Expert certification, which is the highest level of proficiency in using SolidWorks and is now is the only educator in Michigan who is a CSWE.

**Dr. Terri Kovach**, professor / reference-technical services librarian, participated in an online electronic books seminar sponsored by the American Library Association. She was also one of 16 individuals from the U.S., Canada and Egypt who attended a seminar on using the Visual History Archive of the Shoah Foundation. The archives include over 50,000 recorded testimonies of Holocaust and Rwandan genocide survivors.

**Beth Kamprath**, Learning Assistance Lab faculty specialist, earned a master's degree in organizational leadership in from Siena Heights University in May.

**Edmund La Clair**, assistant professor of history, contributed to the Fermi 1 exhibit, an effort of the college and DTE to preserve the technological and historical significance of the world's first commercial

fast breeder reactor. He also presented on Constitution Day at MCCC regarding the peculiarities of the U.S. Constitution and how its beginnings are still reflected in its interpretation.

**Vinnie Maltese**, dean of science / mathematics, attended the Hillsdale, Lenawee, Monroe Mathematics and Science Advisory Board meeting in May and the Michigan Liberal Arts Deans meeting in June in Petoskey where he began a two-year term as MLAD President. He also attended the Michigan Community College Association Michigan Student Success meeting at Muskegon Community College in July.

The **Maintenance Department** employees completed training in "Blood Borne Pathogens" and "Asbestos Awareness"

**Dr. William McCloskey**, professor of art, presented a session at the Student Affairs Assessment and Research Conference in June at Ohio State University. His topic was implementing general education goals.

**Dr. Mark Naber**, professor of mathematics, reviewed the manuscript, "A

Fractal Theory Based Fractional Diffusion Model (FFDModel) Used for the Fast Desorption Process of Methane in Coal” by Haina Jiang, Yuanping Cheng, Yuan Liang, Fenghua An and Kan Jin for the American Institute of Physics. He also reviewed the manuscript, “A Nonlinear Viscoelastic-plastic Rheological Model for Rocks Based on Fractional Derivative Theory” for publication in International Journal of Modern Physics B and “Calculation of Half-value Thickness for Aluminum Absorbers by Means of Fractional Calculus” for publication in Annals of Nuclear Energy. Naber served as peer reviewer for the research report, “Explicit Solutions of Singular Differential Equation by means of Fractional Calculus Operators,” by Resat Yilmazer and Okkes Ozturk. He reviewed the manuscript, “Time Dependent Solutions for a Fractional Schrodinger Equation with Delta Potentials” by Ervin Lenzi, Haroldo Ribeiro, Maikedos Santo, Roberto Rossato and Renio Mendes for the Journal of Mathematical Physics.

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**Amy Ockerman**, Perkins coordinator, attended the MOSPA in Bay Harbor Michigan. The theme for the meeting was “Providing the Umbrella for Student Success.”

**Kelli Plumb**, administrative assistant to the director of purchasing and auxiliary services, completed her master’s degree in organizational leadership from Siena Heights University.

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**Ryan Rafko**, financial aid assistant, was selected by the Michigan Student Financial Aid Association to attend a leadership training conference in Washington D.C. The conference was a three-day event that provided up-and-coming financial aid professionals with training on legal, financial and management issues as they relate to the financial aid field. Rafko was granted a full scholarship by MSFAA to cover the cost of the conference.

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**Linda Roberts**, records and registration coordinator, recently completed her master of arts degree in organizational leadership from Siena Heights University. While doing so, she studied abroad in Ireland.

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**Lynn Schwab**, adjunct faculty librarian, retired from Ypsilanti Schools in July.

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**Kathleen Shepherd**, professor of mathematics, and **Lori Bean**, associate professor of biology / chemistry led the Math and Science Society students on a trip to Chicago in May where

they participated in the clearing of emerald ash, garlic mustard and thorn bush at various attractions.

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**Dan Shaw**, assistant professor of humanities and journalism, coordinated MCCC’s summer Study Abroad Program trip that visited Lisbon and Evora, Portugal, and the Spanish cities of Seville, Cordoba, Granada, Toledo, Madrid and Barcelona, with a side trip to the Montserrat Monastery. Joining him were Professor of Political Science **Joanna Sabo**, who taught Comparative Politics, and Associate Professor of Art **Gary Wilson**, who taught Art Appreciation.

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**Ted Vassar**, assistant professor of art, submitted work to the Toledo Artist Club, Watercolor Juried Exhibitions, and won two first place awards. He earned a silver medal at the Ohio Watercolor Society, 36th Annual Juried Exhibition. He offered his services as a judge and workshop leader for the Jackson Civic Artist Association and was a juror for Jackson Community College, as well as for competitions at Adrian College and the Lenawee Council for the Visual Arts Exhibition. At Adrian College, he also gave a digital presentation about his work and offered individual critiques of student art.

**Joe Verkennes**, director of marketing, **Sean McDonald**, graphic designer, **Alyssa Walters**, production artist, and **Beth Waldvogel**, teamed up to develop numerous marketing pieces for the Marketing Department that earned seven Medallion Awards for MCCC from the National Council for Marketing and Public Relations.

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**Gary Wilson**, associate professor of art, finished a commission for a wall relief for the chapel at Mercy Memorial Hospital.



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