

## Student Services Area

### Office of Financial Aid

- **Allison Gallardo**, financial aid assistant, attend a training conference in the spring hosted by the Michigan Student Financial Aid Association, a state organization that brings together postsecondary schools and other public and private organizations that provide financial aid for students. At the conference, Gallardo received **regulatory training from peers and U.S. Department of Education trainers**. She also had the opportunity to network with her peers and share best practices for administering Federal Student Aid programs. Gallardo was also elected to serve in the role of **secretary for the Staff Council**.
- In September, **Valerie Culler**, director of financial aid, **presented at the 2019 Great Lakes User Group conference** held at Schoolcraft College. It is a regional conference for Ellucian Colleague users from colleges and universities located in Canada, Illinois, Indiana, Michigan, Ohio and Wisconsin. Culler led two presentations to the Financial Aid Community, an "Ask the Experts" panel discussion and a session entitled "Colleague Training Methodology and Onboarding Approach." Culler also **provided a training session in October at the Michigan Student Financial Aid Association 101 training conference in Lansing**. She presented on the federal methodology used to calculate the expected family contribution, which is the number that determines students' eligibility for federal student aid. The MSFAA 101 conference is a set of three workshops designed to teach financial aid fundamentals to new financial aid professionals who have worked in the field for less than two years.
- In the fall, the Financial Aid Office gave numerous **Financial Aid Night presentations** for graduating high schools seniors and their parents. Presentations were held at high schools throughout Monroe County. In addition, the Financial Aid Office also participated in outreach activities like **MCCC's College Night and Manufacturing Boot Camps**.

### Information Systems Department

- The Information Systems Department worked to maintain systems and software updates and installations in support of Fall 2019 class offerings. The department continued deployment of software and systems related to a **virtual desktop infrastructure**, completing Horizon View agent updates and Stratodesk updates for supported hardware. Wyse management suite updates including firmware, bios and packages updates were updated on 230 devices. Virtualized machines and application pools, app volumes, storage and end user configurations were updated and refreshed to the appropriate Enterprise versions.
- In support of the **Applied Science and Engineering Technology Division's academic programs**, 28 desktop, 10 laptops computers and CAD-specific mice were installed at the beginning of the Fall 2019 Semester. In addition to these new systems, additional equipment and technologies were installed to support the recently created **MCCC Makerspace**.
- Microsoft products and services changes were made to the Microsoft Volume Licensing program agreement to add **software and benefits of Microsoft 365 that include software as a service, such as e-mail, collaboration, security and other cloud services**. The college also entered into an annual Adobe Systems Enterprise Term License Agreement that provides the full complement of Adobe products available in the Creative Cloud set of applications and implemented a new licensing model for this software.
- Information Systems staff continues to be **involved in the East and West Technology Buildings renovation process**, as well as work on **IT network rooms and generators** across campus.
- The Information Systems Department continues to work with MCCC's security consultant to update the **information security assessment** utilizing the Qframe system. In addition, software and hardware changes were made to the firewall, anti-spam appliance and network configuration for security reasons.

## Library

- **Tom Adamich** joined the Library staff at the start of the Fall Semester, filling the position of faculty technical services librarian; he replaced retired faculty member Dr. Terri Kovach.
- The migration to the **new Integrated Library System** was completed in late spring. The staff started to use the system right away. The Library website had been maintained using SirsiDynix Web design software for many years. As of June 30, MCCC no longer had access to this product. MCCC's Office of Marketing Communications developed a transitional library website to bridge the gap until the newly re-designed college website rolled out in late August. The **new Library Web pages now match the design of the new college website**, and the entire transition went quite smoothly.
- Two summer Library staff maintenance projects were conducted on simultaneously. The physical library collection was **shelf mapped and flipped around to read from left to right**. This meant that each book was physically picked up and moved to the opposite side of the library. This project was completed before the start of the fall semester. Additionally, a project was initiated that **identified and replaced missing, damaged and faded spine labels**.
- The Library staff continue to familiarize themselves with the new OCLC Worldshare Integrated Library System. The majority of the library staff attended an **OCLC Worldshare User Group Conference** in October. Additionally, the Library will focus on developing the infrastructure for an **institutional repository** using CONTENTdm software along with OCLC Worldshare. One of the 2019/2020 goals for the Library is to create a platform that will house an **institutional archive, faculty publications, and open educational resource materials**.
- It is a long-term goal to convert the Library classification scheme from the **Dewey Decimal System to the Library of Congress classification scheme**. In preparation for the eventual conversion, new acquisitions will now have the corresponding Library of Congress number added to their cataloging record.

## Data Processing Services

- Data Processing Services worked with the Business Office in taking the **Student Finance module** live in July using the Colleague Self-Service website. The new Finance module has replaced the WebPAL "Make-A-Payment" function and is now used by students to pay their tuition and fees. Student Finance provides

a clean, easy-to-understand display for students that provides a snapshot of all student charges, payments and financial aid in one screen. Detailed information can be provided by clicking on a number of icons, such the "payments bubble," which provides information about the payments students have made for the semester. Students can also click another icon in order to receive a copy of their receipt via e-mail. The new receipt is both detailed and streamlined in presenting student charges and credits. In addition, a new payment option has been made available for students who wish to pay their tuition and fees using their checking accounts – the ACH check payment feature.

- A new vendor was selected this spring to provide a **secure, online website that will be used by prospective students to apply for admission** to MCCC. The product, called VZ Apply, allows college staff to determine the format of the online application, thus ensuring that all of the needed information for a successful admission is collected. VZ Apply went live on the college's website in September.
- Throughout the spring, a number of **upgrades took place to keep the Colleague system as well as other, related systems updated with the latest versions of their vendor-supplied software**. TrimData Corporation worked with Data Processing, Bookstore and Financial Aid staff to **upgrade the FA-Link bookstore software**. FA-Link is the product that provides real-time financial aid information to the college's bookstore software, called BookLog. In operation, students move quickly through the book-buying process by knowing the exact amount of financial aid that will be applied towards their book and supply purchases. Other upgrades to the Colleague foundational software, UniData, were completed in May. This assures that a **solid software platform is always available as new software updates for the Colleague administrative software are applied**. Work on the **College's imaging system**, ImageNow, was started in May in order to test the latest version of ImageNow. The the new version of ImageNow was implemented in the production system in the fall.
- In order to provide the Data Processing staff with the latest training on the Colleague system's programming environment, a number of virtual (online) classes have been attended. These classes included customization techniques for the new **Colleague Self-Service online system** as well as a class that is needed to learn about the use of the **Colleague software development toolkit, called Studio**.

## Registrar

- The Registrar's Office presented a session titled "Graduation Application and Audit Review via Self-Service" in September at the **2019 Great Lakes User Group conference**. This session covered the implementation of an online graduation application via the Colleague Self-Service module. Also discussed was how the Registrar's Office at MCCC is utilizing the advisor tools to communicate to students online via Self-Serve, making the **graduation application and audit review completely paperless for the student and the college**. The session was very well attended and received positive feedback from attendees.
- In conjunction with Data Processing Services, the Registrar's Office **implemented a new online admissions application** from VZ Apply. This allows the college to **securely collect information from student applicants**. The system uses skip logic, creating a streamlined and user friendly application experience for our students.
- The college **contracted with Parchment to print diplomas, certificates and transcripts**. This change was implemented over the summer. It has increased processing efficiency and is allowing staff to focus efforts on other processes and initiatives.

## Admissions and Guidance Office

- The Admissions and Guidance office spearheaded a **One-stop Registration Day** on a Saturday over the summer 22. About 50 students attended and 28 registered for classes during the event.
- **Nearly 450 students participated in New Student Orientation** sessions on campus prior to Fall Semester. This represents about **75 percent of our first-time-in-college students at MCCC**.
- The Admissions and Guidance staff also conducted **Dual Enrollment orientations at each Monroe County high school participating in Direct College**.
- On September 30, **Ryan Rafko** began his duties as the new director of admissions and guidance services at MCCC. He filled the vacancy left by the retirement of Mark Hall.

## Administrative Area

### Office of the Physical Plant

- The college's **Maintenance and Improvement Millage projects continue on campus**. A number of projects were completed this summer, with a wide variety of projects either underway or slated to begin during this fiscal year.

- Completed projects include:
  - Renovations to Parking Lots 1 and 2
  - Campus-wide sidewalk repairs
  - Career Technology Center Welding Lab cleaning
  - Whitman Center Entry Tower Restoration Project (complete but needs to be redone due to poor workmanship by the contractor).
  - Campus-wide IT Room Renovations Project (minus electrical items that will be part of the generator project)
  - Campus-wide Unisex Restrooms Project
  - Little Theater Renovations Project
  - East/West Tech Building Domestic Water Pipe Lining Project
  - La-Z-Boy Center Masonry Clean and Sealing Project
  - Security Office/HR Suite/Accounts Payable Renovation/Relocation
  - HEB Gym and Dance/Aerobics Rooms Flooring Refinishing
- Projects that are underway or slated to begin in in fiscal year 2019-2020 include:
  - Campus-wide Emergency Generators Project—projected completion set for end of February 2020
  - East/West Tech Building Renovations – 60 percent complete with completion set for April 2020
  - Campus-wide Access Control/Security Camera Project – no project schedule set yet
  - Campus-wide Keying System – currently in design process, and classrooms will be priority
  - Parking Lots 4-7 Renovation – currently in design process and set for Spring 2020 start
  - New Salt Barn/Grounds Building – currently in design process and set for Spring 2020 start
- **MCCC's geothermal HVAC System won first place in the Michigan Battle of Buildings** for the Higher Education Division. That honor was bestowed by the U.S. Green Building Council of West Michigan in April to recognize MCCC's energy use reduction of 15 percent over the prior year.
- The **Façade Improvements and New Student Commons Project** in the Life Sciences Building was one of 99 projects selected nationwide to be profiled in the **2019 American School & University Architectural Portfolio issue**. Selected by the Architectural Portfolio jury, the award recognizes colleges and universities for outstanding educational design.

## Office of Marketing and Communications

- The Office of Marketing and Communications **developed a brand new Monroe County Community College website that launched in August.** The website address remains the same, [www.monroecc.edu](http://www.monroecc.edu), but the look, feel and functionality of the website are very different, with a focus on a clean design and easy navigation. The website architecture and all content were produced by the Office of Marketing and Communications. Concentrek Group, a digital marketing agency from Toledo, Ohio, designed the site. The new website features a total page count of over 1,000, and is the result of a 1.5-year collaborative process the two teams underwent to capture the large volume of information required to best serve all MCCC stakeholders – including students, community and employees. Designed with prospective students and their parents and the community as the primary focus, easier navigation was a priority. As a result, content is much more clear and concise. Another major change is “responsiveness” to devices being used to access the website. Whether a user is viewing the site on a desktop, smartphone, tablet or laptop, their experience is the same. The website was also developed to be in full compliance with Content Accessibility Guidelines, Level AA, technical standards as identified by W3C Web Accessibility Initiative (WAI), which provides strategies, standards and supporting resources to make the Web accessible to people with disabilities.
- Since MCCC launched its new website in late August, there has been a **major increase in overall traffic to the site. In the three months prior to that launch, [www.monroecc.edu](http://www.monroecc.edu) had 275,556 individual page views. In the three months after, that number nearly doubled to 479,782.** The bounce rate – the percentage of sessions with just a single page view – dropped from 63 percent to 26 percent. Users – individual persons browsing the website – jumped from 50,747 to 71,844. On a weekly basis, daily page views are topping out now in the 8-10,000 range Monday through Friday, compared to the 4-6,000 range previously.
- MCCC was **recognized for having some of the best marketing communication executions in the Great Lakes region.** The Office of Marketing Communications won two Golds and a Silver at the National Council for Marketing and Public Relations District 3 Medallion Awards in September. District 3 includes all two-year colleges in Michigan, Ohio, Indiana, Illinois and Wisconsin. The Golds were for the College’s electronic **Annual Report** to the Community and a **fundraising brochure for renovations to the Little Theater.** The silver was for **I AM MCCC campaign** digital advertising.
- In July and August, the Office of Marketing Communications **heavily promoted Fall registration** through numerous strategic communications tactics:
  - Placed **6 billboards** selected from the following locations across Monroe County
  - Promoted the **Construction Boot Camp via Constant Contact via email, public relations and paid social media.**
  - Promoted the **Computer Information Systems Boot Camp via email, public relations and paid social media.**
  - Placed **sponsored Facebook posts** that reached 50,738 people and garnered 912 clicks to the Fall registration section of the website.
  - Implemented a **Pandora radio spot** that performed extremely well, far exceeding the Pandora benchmarks for the 18-29 year old demo. We were able to reach **50,068** individuals age 18-29 via a 30-second radio spot on Pandora between July 23 and August 27. Also placed a campaign geared at the 35-49 demo via Pandora Mobile Audio from 7/23 - 8/27, reaching **24,831.**
  - Implemented a **Pandora Mobile Responsive Banner** to the 18-29 demo from 7/23 - 8/27, reaching **24,700**, and to the 35-49 demo from 7/23 - 8/27, reaching **23,749.**
  - Used **static display ads** to promote Fall registration that far exceeded industry benchmarks with both **MonroeNews.com** and “**Centro**” **digital ads that are served to people who meet pre-selected demographics and psychographics and visit a website on a device within a selected mile radius of a location.** Here are those details (Note: In all, these ads resulted in nearly 3,000 clicks to the Fall registration section of the MCCC website. The demos for these ads were 18-29 and 35-50):
    - [Monroenews.com](http://Monroenews.com), Static Display Ads, 7/22 - 8/27, **90,901 impressions**
    - [BedfordNow.com](http://BedfordNow.com), Static Display Ads, 7/22 - 8/27, **20,197 impressions**
    - Centro Programmatic, Static Display / Contextual Targeting, 7/22 - 8/27, **618,706 impressions**
    - Centro Programmatic, Static Display / Demographic Targeting, 7/22 - 8/27, **512,374 impressions**
    - Centro Programmatic, Static Display / Prospecting, 7/22 - 8/27, **691,646 impressions**
    - Centro Programmatic, Static Display / Retargeting, 7/22 - 8/27, **48,115 impressions**
    - Centro Programmatic, Video, 7/22 - 8/27, **330,494 impressions**

- Sent **131,481 custom emails promoting Fall registration** that drove over 2,000 clicks to the Fall registration section of the MCCC website. The initial email went to **100,000 email accounts in the College's age demographic of 18-40 within a 20-minute driving distance to campus**. That email was **opened by 17,548 users**. A second email was then sent to **31,481 people**, with **5,756 people opening that email**.

## Financial Services

- 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 2019-2020. The proposed budget includes the general fund, retirement designated fund, designated fund, auxiliary activities fund, restricted fund, unexpended plant fund, DTMB project fund, maintenance and replacement fund, millage maintenance and replacement fund, student loan fund, endowment fund and physical properties fund. The 2019-2020 budget was approved by the Board as presented.
- The Business Office **closed out and reconciled accounts** for the 2018-2019 academic year and provided documentation for auditors. The audit team from Cooley Hehl Sabo & Calkins was on campus for two months working on the **annual financial audit**, which was submitted to the state by the due date of November 15. The auditors also worked on **The Foundation's annual financial audit**. In addition, the Business Office and the Financial Aid Office provided information to auditors from Plante Moran to complete the **A-133 Compliance Audit (federal awards)**. The audit was presented to the Board at its November meeting.
- Working with Data Processing, the Business Office implemented **Finance Self-Service** for our students. This new functionality allows students to view their tuition statement online, make an adjusted payment that factors in their financial aid and make a payment out of their checking/savings account (with no fee to the student). It also allows employees to view the same screen the student is on to better assist them.
- To facilitate open communication and more efficiently and effectively utilize the robust functionality offered by the Ellucian Colleague data system, a **Colleague Collaboration Committee** was formed and meets regularly. The committee consists of representatives from Finance, Purchasing, Financial Aid, Registrar, Data Processing and Admissions. The goal of these meetings is to help utilize the technology the college has and to improve departmental collaboration.
- In accordance with College Work Student regulations, all **student employees** have been transitioned to **MyWebPal timesheets**.

## Purchasing & Auxiliary Services

- To facilitate efficiency and increased customer service, **the switchboard position and phone console were successfully moved to the Cashier's Office** in July. This relocation provides the following advantages:
  - Backup for both Switchboard and Cashier positions
  - Increased coverage of the switchboard calls until 7p.m. on Monday nights
  - Allows for other beneficial personnel moves within the Audrey M. Warrick Student Services/ Administration Building including the Security Office, HR assistant, and Accounts Payable
- The Bookstore staff is committed to **ensuring that students are prepared for classes with the proper books, supplies and materials at affordable prices**. Highlights from Fall Rush 2019 included:
  - A total of **30 laptops** were sold to students during Fall Rush
  - Students continue to take advantage of cost savings options offered in the Bookstore, such as access codes like **Cengage Unlimited** with nearly 300 sold for Fall semester
  - **Husky spirit wear** continues to be very popular with sales up over 50 percent from 2018 to 2019
  - The **implementation of a new phone system** has forward movement in conjunction with the progress on the East and West Technology buildings renovation. Working closely with the Information Systems and Physical Plant departments and a phone system consultant, the following upgrades are included in the plan:
    - The updated phone system will function as a communication platform increasing the speed and efficiency in which the college staff can communicate through new formats such as Instant Messaging and Microsoft Teams
    - A more student-focused system of security phones will be implemented throughout campus
- A **Food Service Task Force** was convened to research and implement increased student-focused food options on campus.
- With support from Data Processing, research has started to implement an **automated requisition process** within Colleague, transitioning from the current manual process and increasing efficiency across campus.

## Instructional Area

### Applied Science and Engineering Technology Division

- **Mark Jager** was hired for the materials technology instructor position, replacing Dr. Roop Chandel.
- **Maxwell Haar** was hired part-time for the makerspace technician position.
- The **Makerspace was “soft” launched** in November
- The 11th-annual **Solid Works User Group** was held in the La-Z-Boy Center in October.
- The second **National Science Foundation ATE Workshop** was completed in August 7 with 10 participants
- The Applied Science and Engineering Technology Division partnered with the Tooling Technology Automation Group for an approved **Registered Apprenticeship Program in Mechatronics** with the U.S. Department of Labor.
- The ASET Division partnered with Ventower on RTI on an approved **Registered Apprenticeship Program in Non-destructive Testing**.
- ASET Dean **Parmeshwar Coomar** and **Stephen Hasselbach**, welding instructor, attended the **PI/Co-PI National Science Foundation ATE Conference in Washington D.C.** in October in connection with the NSF grant received in welding for \$225,000.
- The ASET Division and the Monroe County ISD worked together on the county’s **Manufacturing Day** held in October.
- **Mike Reaume**, ASET technician/Perkins technical specialist, attended **Ford Dyno training** in Cleveland in August.
- **Troy Elliott**, assistant professor of product and process technology, attended MasterCAM teacher training in August.
- The ASET Division participated in the fifth **Manufacturing Boot Camp for the Region 2 Adult Education Prosperity Grant**

### Business Division

- Business Division Dean Paul Knollman, Chef Kevin Thomas and Chef Vicki LaValle have launched the **re-design of the MCCC Culinary Skills and Management program**. The program did not accept an entering freshman class in Fall 2019, as the process is underway to review and re-design credit program offerings in the area. Thomas and LaValle are teaching the second year students, allowing them to complete all the requirements for the associate of applied science degree.

During the Fall Semester a needs assessment began, which included distributing and processing the results from a region-wide survey. The Office of Institutional Research is tabulating the data and the next step is to determine what sort of programming and classes our region desires in the culinary arts field. Visits to other community colleges to research their programs are planned. The Culinary Arts Advisory Board met twice last year to start conversations about the structure of a new program and it has met this fall to give its go-ahead to proceed with the re-design. Early discussions point toward the development of a more “a-la-carte” program with courses grouped together in certificates to ultimately build into a degree opportunity. This would eliminate the cohort-based, two-year, lockstep program that requires students to be full time enrollees. Courses would be designed so anyone wishing to study the culinary arts will be able to participate. The current plan is to re-launch the new program in Fall 2020.

### Office of Lifelong Learning

- **Summer Lifelong Learning (noncredit) enrollment totals** included 838 students in 93 sections taking 14,974.06 contact hours.
- Online Lifelong Learning training courses that were most popular included **Microsoft training, medical assisting and terminology, paralegal and legal secretary**. Also, there were several enrollments related to grant writing.
- **Fitness classes** remained popular during the summer with 112 enrollees.
- More than 40 students enrolled in various offerings of MCCC’s **Destination Dance Program** with Kellie Lajiness.
- MCCC’s partnership with Schoolcraft College to offer **motorcycle safety courses** continued over the summer, enrolling 65 students.
- The Office of Lifelong Learning managed the **non-credit adult boot camps** offered during the summer (automotive technology, computer information systems, construction, health sciences and math) and processed 75 registrations.
- MCCC offered 20 different **summer camps** for children grades K-12. There were 32 sections offered and enrollment was 481. In addition to the normal lineup of popular camps, new camps added this year included advanced cooking, Apollo Drones (robotics), basketball and manufacturing. Many of the sections filled to capacity or very close.

## Workforce Development Office

- Winter 2020 semester's **workforce training enrollment** was 851 (675 contracted training and 176 business and industry). Summer semester's enrollment was 520 (435 contracted training and 85 business and industry).
- MCCC completed a **Michigan New Jobs Training Partnership** agreement with **Shunli Steel USA Inc.** in Erie. Over the next five years, Shunli will be adding 18 employees to its current workforce of two. The hourly wages will range from \$17-\$19 per hour. The amount of the agreement will be for \$169,932. MCCC will receive a 14 percent administrative fee and perform a significant amount of the training.
- The **Office of Workforce Development**, in partnership with the **Health Sciences Division, ProMedica Monroe Regional Hospital and Michigan Works! American Job Center/Monroe County Employment and Training**, developed a **four-week, 123-hour Certified Nursing Assistant program**, through which the students are hired part-time by the hospital as patient care attendants and work while attending classes. These students will then be hired as full-time CNAs after successfully completing the class and passing the State of Michigan certification exam. All students were MI Works! customers and received full funding to attend the training.
- The director of workforce development provides students, alumni and the public with **resume assistance**. In addition, he presents to both credit and non-credit classes when requested by instructors. This quarter the department assisted **52 individuals** with the preparation of their resumes and employment marketing materials.
- The Office of Workforce Development continues to **arrange all the contracts for the Manufacturing Boot Camp** programs and has been instrumental in **adding OSHA 10 General Industry certification** to the boot camp curriculum. The director of workforce development also partners with the director of the Michigan Works! Monroe American Job Center, Monroe County Employment and Training Department to assist the participants in developing their resumes.
- The Office of Workforce Development manages the Monroe County Community College **College Central Network** website that assists students, alumni and the public in their efforts to find employment that meets their career goals or employment opportunities while attending school. This site currently has 3,500 users registered as students, 1,278 registered as alumni, 526 registered as Monroe County residents and 1,887 registered as employers. In the summer, 256 job openings

were posted. The director and administrative assistant for workforce development recently participated in a half-day training session that as focused on providing better service to our users. The site can be accessed at <https://www.collegecentral.com/monroeccc/>.

- The director of workforce development participates on **numerous college and community committees**, such as the Workforce Intelligence Network Board of Directors, Greater Southeast Michigan Society for Human Resource Management, Monroe County Economic Development Streamlining Group, Education Advisory Committee for the Southeast Michigan Construction Academy, Allies In Monroe AIM – Monroe Public Schools, Monroe County Link Plan, Collegiate Employ-Net and MCCC's President's Advisory Group.

## Health Sciences Division

- Registered Nursing: **28 new students joined the RN program** in August, and the application deadline for the next cohort of students was in October.
- Practical Nursing: **16 students were on track to complete the PN program in December**. All PN graduates from this class will be offered an opportunity for **automatic progression into the PN to RN option** next year. This is an exciting change to the programming offered at MCCC and is in line with industry expectations for academic progression across levels of education. The PN program submitted its **self-study report** to the Michigan Board of Nursing in July and received **full approval in September**. The report was accepted in its entirety without additional requests for information. The program was complemented for submission of an **"exceptional self-study."** PN faculty **Holly Boylan** and **Lindi McClure**, **Rachel Lehr** (administrative assistant to the dean of health sciences), and **Lori Biggs** (nursing program coordinator) provided support and assistance in compiling the comprehensive report. The next self-study report will be due in eight years with an abbreviated program report due in four years. Given the new requirement for all nursing programs to be accredited by 2025, the PN program will be turning its attention to **applying for candidacy through the Accreditation Commission for Nursing Education**.
- Certified Nursing Aide: Over the summer, **Dr. Kim Lindquist**, dean of health sciences, and **Barry Kinsey**, director of workforce development, worked diligently with ProMedica Monroe Regional Hospital and MichiganWorks! to put together a non-credit CNA program aimed at meeting employment needs at the hospital. Lead instructors for the program include

**Dawn Stewart** and **Judy Kopaniasz**. Upon completion, students will receive 5 general health credits on their transcripts that can be used toward application to the RN program. The consortium is hopeful to provide additional sessions of this non-credit training in the future to help the hospital (and other organizations if interested) meet its personnel needs.

- **Respiratory Therapy:** The Commission on Accreditation for Respiratory Care (CoARC) recently communicated issues with their software for submitting the required annual report. **Dr. Ijaz Ahmed**, RT director, prepared the data/information necessary to complete the report and upload requirements to the accreditation agency. During the winter 2019, a group of 2nd year RTH students **won the Sputum Bowl** held at the Michigan Society of Respiratory Care Spring Conference. The team traveled to New Orleans in November to represent Michigan in the National Sputum Bowl, held at the American Association of Respiratory Care Conference. **Ahmed** and program faculty members, **Angela Prush** and **Helen Stripling** traveled with the team and provided support.

### **Humanities/Social Sciences Division**

- Two new full-time faculty members joined division, **Matt Bird-Meyer**, professor of journalism and humanities and the new advisor to the Agora student newspaper, and **Dan Wood**, assistant professor of criminal justice Professor.
- The division is now offering a new **Direct College course (French) this academic year at St. Mary Catholic Central High School.**
- **Constitution Day** activities were hosted by Associate Professor of Criminal Justice **Michael Snyder** in September.
- The **Dingell Scholars** presented on their historical internship experiences in October at the River Raisin Park Visitor Center. These scholars received paid internships in public history service using generous donations from former Congressman John Dingell and the PFC Dennis J. Miller scholarship. Assistant Professor of History **Edmund La Clair** hopes to use the experience to expand MCCC's internships at the battlefield and other county locations by using funds in cooperation with **The Foundation at MCCC** to benefit students studying history, biology and other fields.
- The **Honors Program** has recruited six additional students, bringing total program membership to 13 active students. It's anticipated that six students will complete their degrees in May 2020 to become **the first Honors Degree recipients at Monroe County Community College.**

### **Science and Math Division**

- **Dr. Melissa Grey**, professor of psychology, reviewed a paper for the Journal of Nonverbal Behavior, volunteered with Unified: HIV Health & Beyond at Ypsilanti Pride, began regular test counseling at Catholic Charities of Southeast Michigan, hosted a book reading at the Library of "This Day in June, provided an Upward Bound workshop, attended the American Psychological Association's annual convention and presented in a symposium, and received the Outstanding Achievement Award from the Committee on Sexual Orientation and Gender Diversity of APA.
- **Dr. Mark Naber**, professor of mathematics, submitted and worked on a paper with Lucas Lymburner, an MCCC student, which was accepted for publication. This provided a unique opportunity for one of our students to be a co-author of a scholarly article. The publication was entitled: "Generalized Bagley-Torvik Equation" and was accepted by Applications and Applied Mathematics: An International Journal.
- **Dr. Kevin Cooper**, dean of the Science and Math Division and interim dean of the Humanities/Social Sciences Division, **supervised the first offering of a Math Boot Camp funded by a grant from DTE Energy.** The camp ran from mid-July to mid-August and had 15 participants. The boot camp was instructed by an adjunct mathematics faculty member, **Sandra Cichewicz**. Another such Boot Camp was held in November.

### **Office of Instructional Support**

- Overall, **online enrollment was up by 85 students or 7.7 percent** in Fall Semester 2019 compared to 2018. Also, four divisions had increases in online enrollments this semester compared to fall 2018:
  - Business: Up one student to 433
  - Health Sciences: Up four students to 150
  - Humanities/Social Science: Up 45 students to 350
  - Science and Math: Up 36 students to 164

### **Office of the Vice President of Instruction**

- **Dr. Grace Yackee**, vice president of instruction, accepted a nomination to participate in the Michigan Community College Association Leadership Academy.
- MCCC completed preparations in early fall for the **10-year accreditation review by the Higher Learning Commission.** The "Assurance Argument" evidencing MCCC's compliance with all 5 Criteria for Accreditation was submitted to the HLC on October 7, 2019. A team of HLC peer reviewers were on site in early November.