



June 29, 2018

**Via Email**

State of Michigan  
Workforce Development Agency  
WIOA Title I Section  
201 N Washington Sq., 5th Floor  
Lansing, MI 48913  
ATTENTION: Ms. Krista Johnson, Manager

E-mail: JohnsonK2@michigan.gov

**Re: Announcement of Planned Action**

Dear Ms. Johnson:

We are writing to give you notice pursuant to the provisions of the Worker Adjustment and Retraining Notification Act (WARN) that there will be a mass layoff / plant closing at Dream Center Education Holdings, LLC's The Art Institute of Michigan employment site located at 28175 Cabot Drive, Novi, MI 48377, on August 28, 2018. This mass layoff/plant closing is expected to be permanent.

All affected employees have been notified as of June 29, 2018 of their anticipated separation dates and that their separation from employment will be permanent. All employees are expected to be separated from employment as of December 31, 2018.

The following is a list of the job positions and number of individuals who will be affected by the mass layoff / plant closing:

<b>JOB TITLE</b>	<b>NUMBER OF EFFECTED EMPLOYEES IN THIS JOB TITLE</b>
Admissions - Assist Dir	7
High School - Rep	2
Campus President	1
Admissions - Sr Dir	1
Executive Assistant - Campus Pres	1

Financial Aid Officer	3
Student Accountant I	1
Career Services - Advisor	1
Readmissions - Assist Dir	1
Academic Advisor	1
Admissions - Enrollm't Processor	1
Student Worker	14
Faculty Level I	2
Faculty Level II	1
Faculty Level III	1
Faculty (PT & Adjunct)	64
Program Coordinator	1
Assistant Program Chair	1
Academics - Assoc Dean	1
Program Chair	1
Student Account I	1
Stud Srvcs Brand Campus Director	1
Registrar - Supervisor	1
SFS - Branch Campus Director	1
Librarian	1
Retail Key Holder	1
Receptionist	1
Model	2
Store Room Clerk	1

There will not be any bumping rights for the affected employees, that is, employees will not be able to displace more junior employees out of their job positions as a result of this mass layoff /plant closing.

If you have any questions or want additional information concerning this matter, please contact Stacie Carter, Senior Director of HR Services, Dream Center Education Holdings, LLC at 480-327-3462.

Very truly yours,



Deborah Lannon-Smith  
Chief Human Resources Officer

cc: Chief Elected Official:

The Honorable Bob Gatt  
Mayor of the City of Novi  
45175 Ten Mile Road  
Novi, Michigan 48375  
Email: [bgatt@cityofnovi.org](mailto:bgatt@cityofnovi.org)

(via E-mail)