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ADOPTED – BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
AUGUST 4, 2011

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508 COUNTY OF COOK AND STATE OF ILLINOIS

NCLEX-RN REVIEW FOR AT-RISK NURSING STUDENTS PROFESSIONAL SERVICES AGREEMENT – DR. LOIS MARSHALL RATIFICATION

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chairman to execute a professional services agreement with Dr. Lois Marshall to provide an assessment of learning outcomes and a comprehensive review and remedial program to at-risk nursing students across the District at a total cost not to exceed \$80,900.

VENDOR: Dr. Lois Marshall
15146 SW 108 Terrace
Miami, FL 33196

USER: City Colleges of Chicago Nursing Programs

TERM:

The term of the agreement will begin on July 1, 2011 and end on June 30, 2012.

SCOPE OF SERVICES:

Dr. Marshall will administer a predictive assessment test to all May 2011 nursing graduates and summer nursing students (approximately 105 students). Two comprehensive 3-day review sessions with focused instruction will be provided by Dr. Marshall at the Malcolm X College campus location from July 13-15, 2011 and from August 8-10, 2011 to prepare the students for success on the nurse licensure examination (NCLEX-RN). Dr. Marshall will also hold two additional sessions of three days each to be conducted in the spring semester.

Dr. Lois Marshall's assessment and comprehensive review includes the following:

- The administration of two (2) predictive assessment tests
- An evaluation of the assessments tests
- A comprehensive 3-day review and focused instruction
- Individual tutorials

Dr. Marshall's services includes fees for the cost of the remedial program, airfare, food and lodging for the 3-day programs being held on July 13-15, 2011, August 8-10, 2011 and two additional sessions to be conducted for the spring semester.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The Office of Academic Affairs – Executive Director of Nursing Programs has determined that the assessment of learning outcomes and the review program offered by Dr. Lois Marshall will provide the at-risk nursing student cohort with an opportunity to become better prepared and increase the probability of success on the NCLEX-RN examination.

VENDOR SELECTION CRITERIA:

Pursuant to State law, this request for professional services is exempt from the District’s competitive bidding procedures. Dr. Lois Marshall is a well-known expert that has been conducting NCLEX-RN review programs and tutoring for 30 years. She is a contributing author for the NCLEX-RN texts by Saunders Co and she writes NCLEX-RN test questions for Elsevier textbooks. She has also conducted college-wide NCLEX-RN reviews on the national level. Additionally, Dr. Marshall has taught faculty workshops related to test construction, development and evaluation methods.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the proposal for the requested services and, Dr Marshall, a sole provider as determined by the Office of Academic Affairs, of the direct service to the District nursing students, with no opportunity to subcontract directly or indirectly, is recommending a waiver in compliance with the Board Approved Participation Plan.

GENERAL CONDITIONS:

Inspector General – It shall be the duty of each party to the agreement to cooperate with the Inspector General for City Colleges of Chicago in any investigation conducted pursuant to the Inspector General’s authority under Article II, Section 2.6.4(b) of the Board Rules for Management and Government.

Ethics – It shall be the duty of each party to the agreement to comply with the applicable provisions of the Board’s Ethics Policy adopted January 7, 1993, and as amended by the Board.

FINANCIAL:

Total: \$80,900.00

Charge to: Academic Affairs – Nursing Programs

Source of Funds: Education Fund:

FY12: 00003-0000120-000028-01000-0000000-532100: \$80,900.00

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

August 4, 2011 – Office of Academic Affairs – Nursing Program