

**31392**  
**ADOPTED – BOARD OF TRUSTEES COMMUNITY COLLEGE**  
**DISTRICT NO. 508**  
**APRIL 4, 2012**

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

**NCLEX-RN REVIEW FOR NURSING**  
**STUDENTS ACROSS THE DISTRICT AND**  
**WORKFORCE INVESTMENT ACT (WIA) NURSING STUDENTS**  
**DR. LOIS MARSHALL**  
**OFFICE OF ACADEMIC AFFAIRS**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair to execute a professional services agreement with Dr. Lois Marshall to provide: 1) an assessment of learning outcomes and a comprehensive review and remedial program to nursing students across the District; and 2) an in-depth comprehensive review to those students that are a part of the Workforce Investment Act (WIA) Adult Program and Dislocated Workers Program funded by a grant from the Department of Family and Support Services that is intended to assist at-risk nursing students across the District for the period from May 17, 2012 through June 6, 2012, at a total cost not to exceed \$104,100.

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

**USER:** City Colleges of Chicago Nursing Programs

**TERM:**

The term of the agreement will begin on May 17, 2012 and end on June 6, 2012.

**SCOPE OF SERVICES:**

Dr. Marshall will administer a predictive assessment test to all nursing students (approximately 450 students). The student cohort will be divided into two groups. The first group will participate in a comprehensive 3-day review session with focused instruction provided by Dr. Marshall at the Malcolm X College campus location from May 17-19, 2012. The second group will participate in a comprehensive 3-day review session with focused instruction provided by Dr. Marshall at the Malcolm X College campus location from May 21-23, 2012. This review will prepare the students to take the nurse licensure examination (NCLEX-RN).

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

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

#### 4. Individual tutorials

Dr. Marshall will also administer an in-depth comprehensive 3-day review session for approximately sixty-five (65) nursing students as part of the WIA Adult Program and Dislocated Workers Program. Focused instruction will be provided by Dr. Marshall at the Malcolm X College campus location from June 4-6, 2012 to prepare the students for success on the nurse licensure examination (NCLEX-RN). This review is in addition to the review that will be provided for all CCC nursing students and is geared to meet the more specific needs of the students and includes the following:

1. A comprehensive 3-day review
2. Individual or small group appointments to assess specific needs
3. Specific books recommended by Dr. Marshall

Dr. Marshall's services include fees for the cost of each remedial program, airfare, food and lodging for the three (3) 3-day sessions being held on May 17-20, 2012, May 21-23, 2012 and June 4-6, 2012.

#### **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 sessions offered by Dr. Lois Marshall will provide the District-wide nursing students and WIA nursing student with an opportunity to become better prepared and increase the probability of success on the NCLEX-RN examination.

Dr. Marshall taught two NCLEX-RN review sessions last summer prior to the NCLEX-RN examination that assisted in increasing Daley College's and Malcolm X College's overall pass rates. Daley College experienced an increase (from 73% to 78%) from 2010 to 2011 which was very important as Illinois Department of Professional Responsibility minimum annual first-time test taker percent pass rate is 75%. If a school experiences pass rates below 75% for two consecutive years, the institution is placed on probation.

Also, Malcolm X College showed a significant increase by more than 10% in the annual pass rates. Although there has been improvement, it is paramount that we continue to implement robust remediation processes (which include Dr. Marshall) to show an improvement in our scores.

#### **VENDOR SELECTION CRITERIA:**

Pursuant to State law, contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part are 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 solo 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 an extension of the previously granted 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 2, Section 2.7.4(b) of the Board Bylaws.

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:** \$104,100.

**Charge to:** Academic Affairs – Nursing Programs

**Source of Funds:** Education Fund

**FY12:** 00003-0000120-10000-01000-0000000-532100: \$62,100.00

**Charge to:** Academic Affairs – Nursing Scholars Grant

**Source of Funds:** Department of Family Support Services

**FY12:** 21000-0000118-000028-00000-105111100-53800: \$42,000.00

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**April 4, 2012 – Office of Academic Affairs – Nursing Program**