

**31395**  
**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**

**EXTERNAL PROGRAM REVIEW**  
**PHYSICIAN ASSISTANT PROGRAM**  
**SHARON ROWLAND-SCOTT**  
**MALCOLM X COLLEGE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair to execute a professional services agreement with Sharon Rowland-Scott to provide an external program review of the Malcolm X College Physician Assistant Program for the period from April 1, 2012 through August 1, 2012 at a total cost not to exceed \$25,000.

**VENDOR:** Sharon Rowland-Scott  
2535 Aaron Way  
Lawrenceville, GA 30043

**USER:** Malcolm X College

**TERM:**

The term of the agreement will begin on April 1, 2012 and end on August 1, 2012.

**SCOPE OF SERVICES:**

Ms. Rowland-Scott will provide an external program review of the Malcolm X College Physician Assistant (PA) Program which will include a review of the following:

- Continuous Self-Assessment
- Administration, Curriculum Requirements/Evaluation, Students and Educational Equivalency
- Provisional Accreditation Requirements
- Faculty and Administrative Development

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

The assessment and review of the PA program by Ms. Rowland-Scott will provide the District with a means of maintaining and improving the quality of the PA program for faculty and students.

**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. Ms. Rowland-Scott is a board certified physician

assistant and medical educator with more than 24 years of experience in the healthcare industry in a variety of educational, clinical and consulting roles, including consultation regarding existing and developing physician assistant and other healthcare related programs with a focus on external review, strategic planning, and organizational training and development. Ms. Rowland-Scott has served as Assistant Dean and Director of Physician Assistant Studies at City University of New York and has worked in various clinical settings as a Staff Physician Assistant. In addition, Ms Rowland-Scott has published articles on diversity in the profession and perspectives on physician assistant education. Ms. Rowland-Scott has also previously provided services to aid in the Malcolm X College PA program's preparation for the Accreditation Review Commission on Education for the PA program. Due to this additional funding request, the District expenditure for Ms. Rowland Scott's services will exceed the \$25,000 threshold and therefore requires Board approval.

**MBE/WBE COMPLIANCE:**

The Office of M/WBE Contract Compliance has reviewed the proposal for the requested services and, Ms. Rowland-Scott, a sole proprietor providing a direct service to the Malcolm X College PA Program, 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 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:** \$25,000

**Charge to:** Academic Affairs

**Sources of Funds:** Education Fund

**Unrestricted Fund**

**FY12:** 00003-3021270-10000-00000-0000000-530000

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**April 4, 2012 – Malcolm X College**