

**32131**  
**ADOPTED – BOARD OF TRUSTEES**  
**COMMUNITY COLLEGE DISTRICT NO. 508**  
**DECEMBER 12, 2013**

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

**CENTER FOR COMMUNITY COLLEGE STUDENT ENGAGEMENT**  
**ASSESSMENT MATERIALS**  
**DISTRICT-WIDE**  
**OFFICE OF ACADEMIC AFFAIRS**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the issuance of purchase orders to Center for Community College Student Engagement (CCSSE) to administer the Community College Survey of Student Engagement which shall commence no sooner than December 12, 2013 and will continue through November 30, 2014, at a total cost not to exceed \$55,350.

**VENDOR:** Center for Community College Student Engagement (CCSSE)  
3316 Grandview Street  
Austin, Texas 78705

**USER:** District-Wide

**TERM:**

The term of this purchase shall commence no sooner than December 12, 2013 and continue through November 30, 2014.

**SCOPE OF SERVICES:**

The City Colleges of Chicago will survey a random sample of students enrolled in credit courses and all full and part-time credit faculty using the Community College Survey of Student Engagement (CCSSE) and the Community College Faculty Survey of Student Engagement (CCFSSE Survey activities related to students and faculty will take place in Spring 2014 between mid-term (March 12, 2014) and the start of spring break (April 14, 2014). All seven campuses will be surveyed. Malcolm X College has paid in full for its Spring 2014 survey.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

The Community College Survey of Student Engagement is an assessment tool used nationally that provides information on student engagement and surveys institutional practices and student behaviors that are correlated highly with student learning and student retention. City Colleges of Chicago will conduct the surveys as part of on-going efforts to promote and assess educational practices and student behaviors that relate to retention and student engagement in the college community and the community at large.

**VENDOR SELECTION CRITERIA:**

Pursuant to State Law, purchases economically procurable from a single source are exempt from the District's competitive bidding requirements.

**MBE/WBE COMPLIANCE:**

The Office of M/WBE Contract Compliance has reviewed the above request and recommends a waiver of the Board Approved Participation Plan due to the nature of the services (diagnostic tool from an educational consortium) and the absence of subcontracting opportunities either direct or indirect.

**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 an amended by the Board.

Contingent Liability – Pursuant to Section 7- 14 of the Illinois Public Community Act all agreements authorized herein shall contain a clause that any expenditure beyond the current fiscal year is subject to appropriation in the subsequent fiscal year.

**FINANCIAL:**

**Total:** \$55,350

**Charge to:** Academic Affairs, Various Campuses

**Source of Funds:** Education Fund

**FY14:** 546000-00003-xxxxxxx-xxxxx

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**December 12, 2013 – Office of Academic Affairs**