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ADOPTED - BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JUNE 6, 2013

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

NCLEX-RN REVIEW FOR NURSING STUDENTS - GRADUATE COHORT
DR. LOIS MARSHALL
OFFICE OF ACADEMIC AFFAIRS
DISTRICT OFFICE
(RATIFICATION)

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute a professional services agreement with Dr. Lois Marshall to provide an assessment of learning outcomes, a comprehensive review and a remedial program which includes individual tutoring for nursing students across the District for the period from May 13, 2013 through August 30, 2013, at a total cost not to exceed \$80,000.

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

USER: City Colleges of Chicago Nursing Programs

TERM:

The term of the agreement will begin on May 13, 2013 and end on August 30, 2013.

SCOPE OF SERVICES:

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 at Malcolm X College
- Individual tutorials via email for up to 450 nursing students at the conclusion of the program

The \$80,000.00 represents the amount of funds to cover the cost of the remedial program for up to 450 nursing students, and the airfare, food and lodging for Dr. Lois Marshall for the 3-day program being held May 13, 14, 15, 2013 and May 20, 21, 22, 2013 from 9:00am to 4:00pm.

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 review program offered by Dr. Lois Marshall will provide the

nursing graduate cohort with an opportunity to become better prepared and increase the probability of success on the NCLEX-RN examination.

VENDOR SELECTION CRITERIA:

Dr. Lois Marshall is a well-known expert who 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. She writes NCLEX-RN test questions for Elsevier textbooks. She has conducted college-wide NCLEX-RN reviews on the national level. She has also taught faculty workshops related to test construction, development and evaluation methods. Pursuant to State law, contracts for service of individuals possessing a high degree or professional skill where the ability or fitness of the individual plays an important role, are exempt from the District's competitive bidding requirements.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the proposal for the requested services and recommends a waiver of the Board Approved Participation Plan due to the nature of the services being provided and in turn there are no opportunities for subcontracting.

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.

Contingent Liability – Pursuant to Section 7-14 of the Illinois Public Community College 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 FY13 – FY14: \$80,000

Charge to: Academic Affairs – Nursing Programs

Source of Funds: Unrestricted Funds

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

June 6, 2013 – Office of the Academic Affairs