

32512
ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
DECEMBER 11, 2014

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

TESTING SERVICES
COLLEGIATE ASSESSMENT OF ACADEMIC PROFICIENCY (CAAP)
ACT
OFFICE OF ACADEMIC AFFAIRS
WILBUR WRIGHT COLLEGE
RICHARD J. DALEY COLLEGE

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute an agreement with ACT to: 1) provide Collegiate Assessment of Academic Proficiency testing services to 1,800 students at Wright College; and 2) obtain a license to become a value added reseller of the ACT WorkKeys Product with the ability to administer ACT WorkKeys tests at Daley College commencing no sooner than December 11, 2014 and continuing through June 30, 2015, at a total cost not to exceed \$36,500.

VENDOR: ACT
500 ACT Drive
P.O. Box 168
Iowa City, Iowa 52243

USER: Wilbur Wright College
Richard J. Daley College

TERM:

The term of this agreement shall commence no sooner than December 11, 2014 and continue through June 30, 2015.

SCOPE OF SERVICES:

ACT provides the testing materials, scores the tests and provides reports and a summary analysis of the students' performance. The college will use the ACT Collegiate Assessment of Academic Proficiency (CAAP) as its assessment instrument. All testing and survey activities will take place during the Spring, 2015 semester.

Richard J. Daley College started to administer WorkKeys Assessment in 2003 and has proctored over 5,000 tests to-date. Richard J. Daley has been a Paraprofessionals Test Preparation (PTP) Partner with ACT WorkKeys and ICCB to ensure that all Illinois paraprofessionals (Teachers Assistants) have the opportunity to access the test preparation course. This license can be extended to other colleges within the District at no additional cost.

BENEFIT TO CITY COLLEGES OF CHICAGO:

As part of its on-going project to assess the effectiveness of its cross-curricular general education goals, Wright College will test a stratified random sample of students enrolled in courses that have as their student learning outcomes the development of critical thinking skills, the ability to read and comprehend college-level material, the development of quantitative reasoning skills in math and science, and the ability to write so that the expectations of appropriate audiences in the academic, public and private sectors are met. The targeted courses include sections of English 102, Math 118 and above, and 200-level courses in the sciences (biology, chemistry, and physical sciences), the social sciences, and humanities/literature. Approximately 1,800 students will be tested.

Regular assessment toward second year students at Wright College in the General Education area will allow the college to benchmark our students' performance against other sophomore's performance in other two year and four year colleges and universities in the nation. If our students' performance is below the national median, it will allow the department and faculty members to explore the difficulties in the curriculum and make improvements through assessment activities and innovative pedagogical approaches.

VENDOR SELECTION CRITERIA:

ACT is the sole provider for these testing materials. Pursuant to State law, goods economically procured from a sole source are exempt from the District's competitive bidding requirements.

MBE/WBE CONTRACT COMPLIANCE:

The Office of MBE/WBE Contract Compliance has reviewed the above-referenced agreement and recommends a waiver of the Board Approved Participation Plan due to the nature of the services ("ACT testing services") and the absence of subcontracting opportunities.

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: \$36,500

Charge to: Wilbur Wright College/Richard J. Daley College

Sources of Funds: Education Fund

FY15: 54000-00003-7010000-28000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

December 11, 2014 – Office of Academic Affairs