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

LICENSE UPGRADE-TRANSFER EVALUATION SYSTEM SOFTWARE
COLLEGESOURCE
OFFICE OF ACADEMIC AFFAIRS
DISTRICT-WIDE

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute an agreement with CollegeSource to upgrade the license for the data exchange between the Transfer Evaluation System, currently used by the District and Transferology (formerly u.select Illinois) to a full subscription level for the period from March 31, 2014 through March 31, 2017, at a total cost not to exceed $93,831.

VENDOR: CollegeSource
1327 East Kemper Road
Suite 3000
Cincinnati, Ohio 45246

USER: City Colleges of Chicago-Prospective Students, Currently Enrolled Students, Academic Advisors and Faculty

TERM:
The term of this agreement will commence on March 31, 2014 and will end on March 31, 2017, with an option to renew for two additional one-year periods.

SCOPE OF SERVICES:
City Colleges of Chicago has been a member of Transferology, a joint initiative of the Illinois Board of Higher Education (IBHE) and the Illinois Community College Board (ICCB), since this web service was initiated in 2002. The upgrade to a full subscription level will provide a data exchange between the Transfer Evaluation System (TES), currently used by City Colleges of Chicago, and Transferology. This data will be updated automatically by updating the TES system. This additional exposure serves both the goal of encouraging degree completion and the goal of increasing transfer to four-year institutions.
Approximately 39% incoming students transfer courses into City Colleges of Chicago. The upgrade of the Transferology license will bring a number of new services to aid students in transferring into one of the City Colleges of Chicago (CCC).

Advisors teach CCC students how to load CCC courses into the system (a one-button procedure), how to research colleges, and how to run degree audits that are maintained by the four-year colleges. The degree audits show students how their courses will transfer and they can run these audits by major as many times as they wish, helping them to explore their transfer options. In addition, complete course articulation lists are available, which are used by students to select transferrable courses and by faculty when submitting new courses for approval for transfer.

The 2013 usage data indicate that over 38,000 web events were recorded for City College users. It is expected that upgrade of the subscription will serve a new population: the prospective transfer into CCC and increase usage of Transferology.

Listed below are the features associated with Transferology participation at the sending institution level (a.k.a., “course level”), which is the current license level that has been provided under the IBHE grant-funded statewide agreement. It is followed by a description of the participation at the receiving institution level (a.k.a., “full subscription”), which CCC is now seeking.

Course level (sending only):
- Display school logo and basic information on the “About Schools” page
- Listed as featured institution in the school search function
- Link to school catalog
- Searchable course bank
- Ability for students to build a portfolio of coursework (allows students to see how CCC courses will transfer out)
- Request Import interface available at no additional cost

Full Subscription level, in addition to the services listed above:
- Many customizable links and messages--NEW
- Display of equivalency guides as a receiving institution (allows students to see how credit will transfer in to CCC)--NEW
- Display of complete program offerings and requirements--NEW
- Availability of institution-specific u.select usage static reports--NEW

**BENEFIT TO CITY COLLEGES OF CHICAGO:**
The upgrade to the Transferology full subscription level license supports the goal of encouraging degree completion and the goal of increasing transfer to four year institutions.

New functionality provides the students with:

- course search engines for students interested in transferring in courses from other institutions and what will be accepted at CCC and how those courses will count toward the Associate Degrees
- Access to search courses offered at any CCC campus using the course finder and programs offered at any CCC campus
- More information about the four year college resources and promotes transfer to four year colleges after graduation from CCC

VENDOR SELECTION CRITERIA:
Transferology is the sole source provider for this free web environment for Illinois institutions of higher education to exchange transfer articulation services free of charge to student users. Pursuant to state law, goods or services which are economically procurable from only one source are exempt from the District’s competitive bidding requirements.

MBE/WBE COMPLIANCE:
The Office of M/WBE Contract Compliance has reviewed the above-referenced amendment request and recommends a waiver or the Board Approved Participation Plan due to the sole source nature of the agreement and in turn, 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 II, Section 2.6.4(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 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: $29,764
Charge to: Office of Academic Affairs
Source of Funds: Education Fund
FY14: 538000-00003-0000123-2000
Respectfully submitted,

Cheryl L. Hyman
Chancellor

February 6, 2014 – Office of Academic Affairs