THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the issuance of purchase orders to the Higher Learning Commission for the District’s registration fees for the North Central Association-Higher Learning Commission Annual meeting, Academy for Assessment of Student Learning, and on-site visit fees at a total cost not to exceed $77,209.

VENDOR: Higher Learning Commission
230 South LaSalle Street
Suite 7-500
Chicago, Illinois 60604

USER: District Wide

TERM: The term of this purchase will begin on February 6, 2014 and end on April 14, 2014.

SCOPE OF SERVICES: The scope of services includes the cost of registration fees, assessment accreditation and substantive change visits.

BENEFIT TO CITY COLLEGES OF CHICAGO: Participation in Higher Learning Commission meeting and assessment academies give faculty and staff opportunities to learn more about the Open and Standard Pathways of continuous quality improvement. Participation in this initiative will assist in improving institutional assessment practices and preparing evidence-based practices for accreditation.

VENDOR SELECTION CRITERIA:
The Higher Learning Commission oversees the accreditation of degree-granting colleges and universities in the North Central region and is recognized by the United States Department of Education as the regional accrediting organization. Pursuant to State law, goods or services economically procurable from a single source are exempt from the District’s competitive bidding requirements.

MBE/WBE COMPLIANCE: The Office of MBE/WBE Contract Compliance has reviewed the above request for an agreement, and with there being no opportunity to provide subcontracts to certified MBE and or WBE firms, is recommending that
a waiver of M/WBE participation on this project be granted, 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 II, Section 2.6.4(b) of the Board Rules for Management and Government.

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: $77,209
Charge to: Office of Academic Affairs
Source of Funds: Education Fund
FY14: 55000-00003-xxxxx-xxxxx

Respectfully submitted,

Cheryl L. Hyman
Chancellor

February 6, 2014—Office of Academic Affairs