

**33994**

**ADOPTED-BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 508  
JUNE 4, 2020**

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

**FACULTY PROFESSIONAL DEVELOPMENT TRAINING  
QM QUALITY MATTERS, INC.  
OFFICE OF ACADEMIC AND STUDENT AFFAIRS  
DISTRICT WIDE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the issuance of purchase orders to QM Quality Matters, Inc. for faculty professional development training focused on online instruction for the period from June 1, 2020 through December 30, 2020, at a total cost not to exceed \$100,810.

**VENDOR:** QM Quality Matters, Inc.  
1997 Annapolis Exchange Parkway, Suite 300  
Annapolis, MD 21401

**USER:** District Wide

**TERM:**

The term of this purchase shall begin on June 1, 2020 and continue through December 30, 2020.

**SCOPE OF SERVICES:**

City Colleges of Chicago has adopted the QM Quality Matters (Quality Matters) training as the framework for online course delivery. Quality Matters is a nationally recognized and widely used standard for online course design. Any faculty teaching or developing online courses are required to complete this training. Quality Matters provides the online training courses, registration portal and completion records. These training courses prepare faculty to provide quality online instruction to CCC students. CCC faculty must complete two courses from Quality Matters prior to teaching online for CCC. Quality Matters will provide 491 seats for CCC faculty to participate in online training courses. Quality Matters also provides a wide variety of professional development opportunities that are applicable to all delivery modes. Faculty are able to take advantage of the opportunities and can do so through a self-service portal.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

City Colleges of Chicago will benefit by implementing a widely recognized quality framework across the online learning courses. This will allow us to expand the number of faculty qualified to teach online and will result in consistent and quality student experiences. This benefit can

translate to both the hybrid and face-to-face modalities as well as these faculty will be prepared for the web enhanced classroom experience.

**VENDOR SELECTION CRITERIA:**

Pursuant to State law, all contracts for the purchase and delivery of data processing equipment, software and services are exempt from the District's competitive bidding requirements.

**MBE/WBE COMPLIANCE:**

The Office of Procurement Services has reviewed the proposed agreement and recommends a waiver of the Board Approved Participation Plan due to the nature of the agreement (subscription service) and the exemption from competitive bidding.

**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:** \$100,810

**Charge to:** Office of Academic and Student Affairs

**Sources of Funds:** Education Fund

**FY21:** 530000-00003-0022060-20000

**Respectfully submitted,**

**Juan Salgado  
Chancellor**

**June 4, 2020 – Office of Academic and Student Affairs**