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**ADOPTED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
MAY 7, 2020**

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

**EMERGENCY REMOTE PROCTORING SERVICES FOR NURSING STUDENTS
ASSESSMENT TECHNOLOGIES INSTITUTE, LLC (ATI)
MALCOLM X COLLEGE**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute, upon final approval of the General Counsel of the legal form of such agreements, an agreement with Assessment Technologies Institute, LLC to provide remote proctoring for the students in the Associate Degree Nursing Program and the Practical Nursing Advanced Certificate Program for the period from April 15, 2020 through May 9, 2020, at a total cost not to exceed \$3,525.

VENDOR: Assessment Technologies Institute, LLC (ATI)
11161 Overbrook Road
Leawood, Kansas 66211

USER: Malcolm X College

ORIGINAL TERM:

The term of this agreement shall commence no sooner than April 15, 2020 and will continue through May 9, 2020.

SCOPE OF SERVICES:

The Assessment Technologies Institute, LLC (ATI) will provide access to ATI Remote Proctoring Services. This will supplement existing products from this vendor which are utilized by Malcolm X College. This is an emergency request associated the outbreak of Coronavirus Disease 2019 (COVID-19) and will allow for all current practical and registered nursing students at the college to take any required academic assessments in a secure testing environment, no matter where the test taker may be without coming to the college campus, which is prohibited due to the current health emergency.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The City Colleges of Chicago School of Nursing, Dean, Associate Deans, and Nursing Faculty have determined that the ATI Remote Proctoring Service will be of critical importance to allowing our practical and registered nursing students to complete their required examination schedule to advance their studies at Malcolm X College.

VENDOR SELECTION CRITERIA:

Pursuant to State law, purchases and contracts for the use, purchase, delivery, movement or installation software and services are exempt from the District’s competitive bidding requirements.

MBE/WBE COMPLIANCE:

The Office of Procurement Services has reviewed the above referenced agreement and recommends a waiver of the Board Approved Participation Plan due to the nature of the agreement (software assessment tool) 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: \$3,525

Charge to: Malcolm X College

Source of Funds: Education Fund

FY20: 530000-00003-3221500-10000

Respectfully submitted,

**Juan Salgado
Chancellor**

May 7, 2020 – Malcolm X College