34168

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

LICENSING OF FACULTY TO COURSE TO ROOM SCHEDULING SYSTEM
AD ASTRA INFORMATION SYSTEMS, LLC
OFFICE OF INFORMATION TECHNOLOGY
OFFICE OF ACADEMIC AND STUDENT AFFAIRS
DISTRICT WIDE

THE CHANCELLOR RECOMMENDS:
that the Board of Trustees authorizes the Chair, upon final approval of the General Counsel of the legal form of such agreements, to execute an agreement with AdAstra Information Systems, LLC to purchase software licenses and hosting services for an automated room scheduling system, for the period February 16, 2021 through February 15, 2023 at a total cost not to exceed $141,400.

VENDOR: Ad Astra Information Systems, LLC
6900 West 80th Street, Suite 300
Overland Park, Kansas 66204

USER: District Wide

TERM:
The term shall begin on February 16, 2021 and end on February 15, 2023.

SCOPE OF SERVICES:
The Ad Astra platform provides City Colleges with:
- Software licenses and maintenance for a faculty, course, classroom, and resource scheduling system.
- A hosted solution as a service.
- College-wide calendars for all activities that include class schedule, events and meetings.
- Real-time integration with City Colleges' student and academic management system (PeopleSoft Campus Solutions).
- Scheduling analytics, metrics and reporting capabilities.

BENEFIT TO CITY COLLEGES OF CHICAGO:
The Ad Astra solution automates classroom assignment functions and assists in establishing the academic class schedule across the district for the term. This solution replaces manual, labor-intensive process. Classrooms are assigned automatically, based on availability, enrollment, and resource requirements. The solution enables each college to fully leverage

"in demand" spaces such as lecture halls, science labs and smart classrooms. Ad Astra's seamless integration with CCC's PeopleSoft Campus Solution system captures faculty, course, and location/scheduling changes in real time, eliminating duplicate manual entry.

The solution includes space modeling functionality, which allows administrators to run "what if" scenarios before finalizing the room assignments. CCC has insight into classroom capacity and utilization with AdAstra's easy-to-configure analytical tools. The extracted information will strengthen CCC's enrollment management efforts which in turn will allow CCC to provide more courses that students need to achieve their academic goals in less time.

The system significantly increases customer satisfaction as room changes can be made in a fraction of the time. Automatic email communication ensures that students, faculty and other users are aware of the changes and are never inappropriately redirected to the wrong instructional, event or meeting space. The solution can also be configured to support non-instructional room/building space and event management requests such as meetings, community programs, and student club events.

VENDOR SELECTION CRITERIA:
The purchase of software, pursuant to the State law is exempt from the District's competitive bidding requirements.

MBE/WBE COMPLIANCE:
The Office of Procurement Services recommends a full WBE (5%) and MBE waiver (25%) because the vendor has provided sufficient due diligence regarding its efforts to comply.

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 2.7.4(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: $141,400
Charge to: Office of Information Technology
Source of Funds: Education Fund
FY21: 540000-00003-0023003-80000

Respectfully submitted,

Juan Salgado
Chancellor

February 4, 2021 – Office of Information Technology