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**ADOPTED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
MARCH 4, 2021**

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

**LABOR MARKET SKILLS MAPPING TO COURSE CONTENT
SHI INTERNATIONAL CORPORATION
EMSI, LLC
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 as to the legal form of such agreements, to authorize the execution of an agreement with SHI International Corporation for Emsi Labor market data provision for the period from May 1, 2021 to April 30, 2022, at a total cost not to exceed \$48,000.

VENDORS: SHI International Corporation
290 Davidson Avenue
Somerset, NJ 08873

Emsi, LLC
409 South Jackson Street
Moscow, ID 83843

USER: District Wide

TERM:

The term of this agreement shall begin on May 1, 2021 and shall end on April 30, 2022.

SCOPE OF SERVICES:

SHI provides CCC Emsi Skillabi Software data SaaS Licensing for mapping labor market skills in CCC curriculum to those found in job postings data. This software will directly scan CCC's catalog and course syllabi using AI to identify the content of our courses in language that mirrors the skills employers are looking for, as well as surface related skills and careers that align to course content. The tool allows users to enter a job description and can return all the courses CCC currently offers that speak to the skills in the job. This product is additive to our other labor market tools in that it looks at our existing curriculum to surface our strengths and gaps explicitly.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The Skillabi tool draws the real-world connection between skills employers are looking for, sourced from millions of job postings, and CCC’s curriculum, down to the individual course level. The tool will allow CCC to ensure that our courses speak directly to relevant skills and identify gaps that we can address. The two primary use cases for the Skillabi tool will be: 1) identifying appropriate curriculum to pair with employer needs for apprenticeships and other work-based learning opportunities; and 2) surfacing related skills to those found in our courses, Skillabi will show ways that CCC faculty can strengthen our curriculum via course revisions or adding courses to career programs.

VENDOR SELECTION CRITERIA:

The contract being utilized as a part of Omnia Partners (formerly National IPA) approved under Board Report #29816 and #32583.

SHI was awarded in accordance with the procurement procedures as detailed in RFP # 2018011, and approved under Omnia partner contract document # 2018011-02.

MBE/WBE COMPLIANCE:

SHI is a reseller authorized to sell Emsi’s software. SHI will provide CCC with the software and CCC will execute any necessary licensing agreements with Emsi. When analyzing the software solution in its entirety, the Office of Procurement Services recommends a waiver of the Board Approved Participation Plan for Emsi.

The Office of Procurement Services has reviewed the proposed agreement and has found the Vendor to be in compliance with the Board Approved Participation Plan:

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
SHI	MBE	100	Direct	<ul style="list-style-type: none"> National Minority Supplier Development Council

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: \$48,000

Charge to: Office of Academic and Student Affairs

Sources of Funds: Education Fund, Grant Fund – Carl Perkins

FY21: 530000-00003-0017002-80000

540000-21000-0000118-20000

Respectfully submitted,

**Juan Salgado
Chancellor**

March 4, 2021 – Office of Academic and Student Affairs