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**ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JULY 7, 2022**

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

**CARING CAMPUS
INSTITUTE FOR EVIDENCE-BASED CHANGE
OFFICE OF ACADEMIC AND STUDENT AFFAIRS
HAROLD WASHINGTON, RICHARD J. DALEY, AND MALCOLM X COLLEGES**

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 the Institute for Evidence-Based Change (IEBC) for the implementation of Caring Campus Faculty for the period from July 11, 2022 through June 30, 2023, at a total cost not to exceed \$167,500.

VENDOR: Institute for Evidence-Based Change
(IEBC) 3711 Long Beach Blvd., Suite 5033
Long Beach, CA 90807

USER: Harold Washington, Richard J. Daley and Malcolm X Colleges

TERM: The term of this agreement shall commence on July 11, 2022 and shall end June 30, 2023.

SCOPE OF SERVICES:

With the *Caring Campus for Faculty* program, IEBC provides a unique coaching model to ensure the deep engagement of faculty and development of faculty-specific behavioral commitments and implementation plans. Faculty will be selected from Richard J. Daley, Malcolm X and Harold Washington Colleges and will engage in a three-step process guided by an experienced *Caring Campus* coach. *Caring Campus* Colleges experience a positive impact on a number of student success indicators including closing the achievement gap.

Caring Campus for Faculty deploys a tested model. The process begins with a leadership orientation to *Caring Campus*, followed by the collection of an anonymous data set of three- semesters of faculty course retention and success data. IEBC works with the college's institutional research department to identify faculty members with high rates of course retention and success. These faculty members are interviewed by designated college leadership using an IEBC protocol to explicate their non-instructional behaviors that promote student connectedness and success.

Once faculty members and initial behaviors have been identified, IEBC's coach meets virtually for two-hours with the team seven times over the course of one term. Five of the coaching sessions focus on background about Caring Campus and related research and how these faculty excel, as well as identifying and codifying behavioral commitments and developing implementation and communication plans. The sixth session brings together department chairs, deans and senior

leadership to engage with the faculty on their efforts and seek support of middle management, including Deans and Department Chairs.

The seventh session is the Implementation Kickoff /Rollout. Once the behavioral commitments are set and plans are completed for implementation, training, communication, and resources, IEBC works with the faculty team and college leadership to rollout the work campus-wide. The manner in which this is done complements the culture of the college to further support successful implementation.

IEBC's involvement does not end with rollout. The coach will continue to work with college leadership to address institutionalization issues that might arise. IEBC will support the development of sustainability plans that fully integrate *Caring Campus* behavioral commitments into the day-to-day operations of the college.

Finally, throughout the process there is an emphasis on supporting diversity, equity and inclusion (DEI) through intentional involvement of leadership involved in DEI efforts.

BENEFIT TO CITY COLLEGES OF CHICAGO:

City Colleges of Chicago has been implementing *Caring Campus for Faculty* at Harry S Truman, Kennedy-King, Olive-Harvey and Wilbur Wright Colleges. This agreement is to expand the *Caring Campus for Faculty* model to the remaining three campuses: Harold Washington, Richard J. Daley and Malcolm X Colleges. *Caring Campus* colleges experience a positive impact on a number of student success indicators and closing achievement gaps. Faculty who are involved are engaged in meaningful conversation about teaching and learning. The students enrolled in classes taught by *Caring Campus* Faculty show higher rates of course success and retention. Ultimately, the positive impact on student outcomes will expand beyond the initial group of faculty through replication of the behavioral commitments.

VENDOR SELECTION CRITERIA:

In accordance with sole source policy procedures, this service is exempt from the District's competitive bidding process.

MBE/WBE COMPLIANCE:

Procurement Services has reviewed the proposed agreement and recommends a waiver of the Board Approved Participation Plan due to the nature of the services (proprietary training to support faculty and staff in implementing specific behavioral commitment college-wide) and lack 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: \$167,500

Charge to: Office of Academic and Student Affairs

Sources of Funds: Grant- HEERF

FY23: 530000-70011-20-80000

530000-70011-30-80000

530000-70011-60-80000

Respectfully submitted,

**Juan Salgado
Chancellor**

July 7, 2022 – Office of Academic and Student Affairs