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ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
MARCH 2, 2023

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

RESOLUTION TO ESTABLISH PASS-THROUGH COURSE CHARGES THE OFFICE OF ACADEMIC AND STUDENT AFFAIRS

WHEREAS, the Illinois Public Community College Act (110 ILCS 805/3-45) authorizes a Community College Board to require tuition; and

WHEREAS, Section 4.3 of the Board Bylaws of City Colleges of Chicago provides for the adoption of policies and states that:

“The Board may adopt, from time to time, policy statements, guidelines, procedures, regulations, collective bargaining agreements, codes of conduct, or similar documents issued for the governance of the Board, the District and the Colleges.”

WHEREAS, the Board of Trustees has previously approved, adopted and now seeks to amend such tuition with the addition of pass-through course charges; and

WHEREAS, certain courses require students to purchase materials, software licenses, or to pay and register for industry recognized certification and/or licensure exams, and students enrolled in such courses must secure those items through the City Colleges Bookstore or on their own often paying a retail upcharge; and

WHEREAS, City Colleges of Chicago prioritizes improving the student experience and can deliver a superior student experience by directly procuring such course materials, software licenses, and licensure exams while reducing costs to students, providing for greater transparency into educational costs, and ensuring that such costs are financial-aid eligible;

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois approves the schedule of pass-through course fees as detailed in the appendix to this resolution; that such approved pass-through course charges apply beginning in Fall 2023 and thereafter; and further that City Colleges of Chicago may adjust such pass-through charges to reflect the actual costs of such materials, but that any new pass-through course charges for these or other courses will be approved by the Board of Trustees.

March 2, 2023 – Office of Academic and Student Affairs

Respiratory Care								
	Course	Colleges Offering Course	Pass Thru Cost	Current Vendor/Payment Entity	Owner of Vendor Relationship	Current Cost	Proposed Fee	Benefit to Students
	RESP TC 114	MXC	Medical Document Repository; Drug Screen; Background Check	Castlebranch	MXC Business Office	\$130	\$130	Cost transparency; ensures timely completion of clinical requirements
	RESP TC 127	MXC	Learning Platform	Trajecsys	MXC Business Office	\$150	\$150	Cost transparency; ensures timely completion of clinical requirements
	RESP TC 127	MXC	CPR	American Heart Association	MXC Business Office	\$67	\$67	Cost transparency; ensures timely completion of clinical requirements

Physical Therapist Assistant								
	Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
	PTA 100	MXC	Medical Document Repository; Drug Screen; Background Check	Castlebranch	MXC Business Office	\$130	\$130	Cost transparency; ensures timely completion of clinical requirements
	PTA 110	MXC	APTA Student Membership Fee	American Physical Therapy Association (APTA)	MXC Business Office	\$95	\$95	Cost transparency; resources allow for decrease textbook need and offer national and state profession specific resources
	PTA 111	MXC	CPR	American Heart Association	MXC Business Office	\$67	\$67	Cost transparency; ensures timely completion of clinical requirements
	PTA 240	MXC	Licensure Prep Course	Scorebuilders	MXC Business Office	\$200	\$200	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)
	PTA 240	MXC	Licensure Exam Fee	Federation of State Boards of Physical Therapy (FSBPT)	MXC Business Office	\$500	\$500	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)
	PTA 150	MXC	Lab Kit	Medline	MXC Business Office	\$65	\$65	Cost transparency, direct delivery of material by program

Dental Hygiene								
	Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
	DENTHYG 112	MXC	Medical Document Repository; Drug Screen; Background Check	CastleBranch	MXC Business Office	\$130	\$130	Cost transparency; ensures timely compliance with clinical requirements
	DENTHYG 112	MXC	CPR	American Heart Association	MXC Business Office	\$67	\$67	Cost transparency; ensures timely completion of clinical requirements
	DENTHYG 260	MXC	ADHA board review course	American Dental Hygiene Assoc. (ADHA)	MXC Business Office	\$450	\$450	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)
	DENTHYG 260	MXC	National board exam (written)	Commission of Dental Competency Assessments (CDCA)	MXC Business Office	\$410	\$410	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)

DENTHYG 252	MXC	Commission of Dental Competency Assessments (CDCA) exam (practical)	Commission of Dental Competency Assessments (CDCA)	MXC Business Office	\$975	\$975	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)
DENTHYG 122	MXC	Lab kit	Hufreidy	MXC Business Office	\$3,600	\$3,600	Cost transparency, direct delivery of material by program

Phlebotomy							
Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
Phleb 109	MXC	Learning Platform	MedHub/Evalue	MXC Business Office	\$200	\$200	Cost transparency; ensures timely compliance with clinical requirements
Phleb 109	MXC	Medical Document Repository; Drug Screen; Background Check	CastleBranch	MXC Business Office	\$130	\$130	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)
Phleb 109	MXC	CPR	American Heart Association	MXC Business Office	\$67	\$67	Cost transparency; ensures timely completion of clinical requirements
Phleb 209	MXC	Licensure Exam Fee	National Phlebotomy Association (NPA)	MXC Business Office	\$170	\$170	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)

Sterile Processing							
Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
SURG TC 105	MXC	Medical Document Repository; Drug Screen; Background Check	CastleBranch	MXC Business Office	\$130	\$130	Cost transparency; ensures timely compliance with clinical requirements
SURG TC 106	MXC	CPR	American Heart Association	MXC Business Office	\$67	\$67	Cost transparency; ensures timely compliance with clinical requirements
SURG TC 106	MXC	Healthcare Sterile Processing Assoc (HSPA) Exam	Healthcare Sterile Processing Assoc (HSPA)	MXC Business Office	\$125	\$125	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)
SURG TC 106	MXC	Certification Board for Sterile Processing and Distribution (CBSPD) Exam	Certification Board for Sterile Processing and Distribution (CBSPD)	MXC Business Office	\$128	\$128	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)

Surgical Technology							
Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
SURG TC 113	MXC	Medical Document Repository; Drug Screen; Background Check	CastleBranch	MXC Business Office	\$130	\$130	Cost transparency; ensures timely compliance with clinical requirements
SURG TC 113	MXC	CPR	American Heart Association	MXC Business Office	\$67	\$67	Cost transparency; ensures timely compliance with clinical requirements
SURG TC 212	MXC	Learning Platform	Trajecsys	MXC Business Office	\$75	\$75	Cost transparency; ensures timely completion of clinical requirements
SURG TC 216	MXC	National Board of Surgical Technology and Sterile Processing (NBSTSA) Exam (Gold Bundle)	Association of Surgical Technologist (AST)	MXC Business Office	\$247	\$247	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)

HIT AC Coding

	Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
	HIT 201	MXC	Medical Document Repository; Drug Screen; Background Check	CastleBranch	MXC Business Office	\$130	\$130	Cost transparency; ensures timely compliance with clinical requirements
	HIT 221	MXC	Certified Coding Associate Exam	American Health Information Management Association (AHIMA)	MXC Business Office	\$300	\$300	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)

HIT AAS

	Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
	HIT 108	MXC	Medical Document Repository; Drug Screen; Background Check	CastleBranch	MXC Business Office	\$130	\$130	Cost transparency; ensures timely compliance with clinical requirements
	HIT 222	MXC	Licensure Exam	American Health Information Management Association (AHIMA)	MXC Business Office	\$300	\$300	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)

**EMT/
Paramedic**

	Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
	EMT 101	MXC	EMT Licensure Exam	National Registry of Emergency Medical Technicians (NREMT)	MXC Business Office	\$98	\$98	Cost transparency, direct delivery of material by program
	EMT 101	MXC	CPR	American Heart Association	MXC Business Office	\$67	\$67	Cost transparency; ensures timely compliance with clinical requirements
	EMT 221	MXC	Learning Platform	Platnium Educational Group	MXC Business Office	\$100	\$100	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)
	EMT 222	MXC	Learning Platform	Platnium Educational Group	MXC Business Office	\$85	\$85	Cost transparency, direct delivery of material by program; required clinical education tracking tool by specialized accreditor
	EMT 222	MXC	Medical Document Repository; Drug Screen; Background Check	CastleBranch	MXC Business Office	\$130	\$130	Cost transparency; ensures timely compliance with clinical requirements
	EMT 227	MXC	Paramedic Exam	National Registry of Emergency Medical Technicians (NREMT)	MXC Business Office	\$152	\$152	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)

Fire Science

	Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
	EMT 101	MXC	EMT Licensure Exam	National Registry of Emergency Medical Technicians (NREMT)	MXC Business Office	\$98	\$98	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)

**Pharmacy
Technology**

	Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
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PHARM TC 204	MXC	Medical Document Repository; Drug Screen; Background Check	CastleBranch	MXC Business Office	\$130	\$130	Cost transparency; ensures timely compliance with clinical requirements
PHARM 103	MXC	CPR Certification	American Heart Association	MXC Business Office	\$67	\$67	Cost transparency; ensures timely compliance with clinical requirements
PHAR 204	MXC	Pharmacy Technician Exam Prep Package	National Healthcareer Certification (NHA)	MXC Business Office	\$99	\$99	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)
PHAR 204	MXC	Pharmacy Technician Exam Certification	National Healthcareer Certification (NHA)	MXC Business Office	\$156	\$156	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)

Mortuary Science							
Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
MOR 210	MXC	National Board Exam	International Conference of Funeral Service Exam Board	MXC Business Office	\$560	\$560	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)
MOR 215	MXC	Restorative Art Kit	The Dodge Company	MXC Business Office	\$200	\$200	Cost transparency; direct delivery of material by program
MOR 214	MXC	Embalming Instruments	The Dodge Company	MXC Business Office	\$150	\$150	Cost transparency; direct delivery of material by program

Medical Assisting							
Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
MEDASST 103	MXC	Learning Platform	MedHub/Evalue	MXC Business Office	\$200	\$200	Decrease in cost; cost transparency
MEDASST 103	MXC	CPR Certification	American Heart Association	MXC Business Office	\$67	\$67	Cost transparency; ensures timely compliance with clinical requirements
MEDASST 109	MXC	Licensure Exam	American Medical Technologist (AMT)	MXC Business Office	\$130	\$130	Cost transparency; Timely completion of the licensure exam (increased likelihood of passing)
MEDASST 106	MXC	Practice Electronic Health Record	EHR Go	MXC Business Office	\$70	\$70	Cost transparency, direct delivery of material by program

Personal Fitness Trainer							
Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
ESSS 102	MXC	CPR Certification	American Heart Association	MXC Business Office	\$67	\$67	Cost transparency; ensures timely compliance with clinical requirements
ESSS 102	MXC	Certification Exam	American Council of Exercise (ACE)	MXC Business Office	\$400	\$400	Cost transparency; Timely completion of the certification exam (increased likelihood of passing)

Radiography							
Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
RADIOGR 101	MXC	CPR Certification	American Heart Association	MXC Business Office	\$67	\$67	Cost transparency; ensures timely compliance with clinical requirements

RADIOGR 140	MXC	Learning Platform	MedHub/Evalue	MXC Business Office	\$200	\$200	Decrease in cost; cost transparency
RADIOGR 140	MXC	Medical Document Repository; Drug Screen; Background Check	Castlebranch	MXC Business Office	\$130	\$130	Cost transparency; ensures timely compliance with clinical requirements

Patient Care Technician							
Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
STHLTH 174	MXC	CPCT Exam	National Healthcareer Association (NHA)	MXC Business Office	\$155	\$155	Cost transparency; Timely completion of the certification exam (increased likelihood of passing)

Community Healthcare Worker							
Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
CHW 132	MXC	CPR Certification	American Heart Association	MXC Business Office	\$67	\$67	Cost transparency; ensures timely compliance with clinical requirements
CHW 132	MXC	Medical Document Repository; Drug Screen; Background Check	CastleBranch	MXC Business Office	\$130	\$130	Cost transparency; ensures timely compliance with clinical requirements

Mammography							
Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
RADIOGR 265	MXC	Medical Document Repository; Drug Screen; Background Check	CastleBranch	MXC Business Office	\$130	\$130	Cost transparency; ensures timely compliance with clinical requirements

Cosmetology							
Course		Pass Thru Cost			Current Cost	Proposed Fee	Benefit to Students
Cosmetology 101	TR	Cosmetology Kit 101	Marianna Industries	TR Business Office	\$323	\$315.25	Lower cost, cost transparency, direct delivery of material by program
Cosmetology 102	TR	Cosmetology Kit 102	Marianna Industries	TR Business Office	\$762	\$744.75	Lower cost, cost transparency, direct delivery of material by program
Cosmetology 103	TR	Cosmetology Kit 103	Marianna Industries	TR Business Office	\$174	\$170.00	Lower cost, cost transparency, direct delivery of material by program
Cosmetology 104	TR	Cosmetology Kit 104	Marianna Industries	TR Business Office	\$80	\$77.25	Lower cost, cost transparency, direct delivery of material by program
Cosmetology 105	TR	Cosmetology Kit 105	Your New School	TR Business Office	\$282	\$275.25	Lower cost, cost transparency, direct delivery of material by program
Cosmetology 201	TR	Cosmetology Kit 201	Marianna Industries	TR Business Office	\$252	\$246.00	Lower cost, cost transparency, direct delivery of material by program
Cosmetology 202	TR	Cosmetology Kit 202	Marianna Industries	TR Business Office	\$103	\$100.50	Lower cost, cost transparency, direct delivery of material by program
Cosmetology 211	TR	Cosmoetology Kit 211	Marianna Industries	TR Business Office	\$128	\$120.00	Lower cost, cost transparency, direct delivery of material by program

	Cosmetology 107	TR	Barber Kit 107	Marianna Industries	TR Business Office	\$484	\$472.00	Lower cost, cost transparency, direct delivery of material by program
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