

35312
ADOPTED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
DECEMBER 5, 2024

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

SimTutor Health Science and Career Programs
SimTutor
Malcolm X College

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 agreement, to execute an agreement with SimTutor, Inc. to provide online simulated student tutoring subscriptions from December 5, 2024, through June 30, 2025, at a total cost not to exceed \$56,925.00.

VENDOR: SimTutor, Inc.
1700 Northside Dr
Suite A7 PMB 915
Atlanta, GA 30318

USER: Malcolm X College

TERM:

The term of the purchase shall begin on December 5, 2024, and shall end on June 30, 2025.

SCOPE OF SERVICES:

SimTutor is a subscription, cloud-based, software designed to allow students to learn and practice clinical skills online from a laptop or tablet. Simulations allow the learner to complete processes and procedures and receive feedback in a risk-free environment, as many times as they need to in order to supplement hands-on skill mastery in laboratory and clinical education courses. This purchase will include up to 575 six-month student subscriptions and 6 program director logins to support Medical Assisting, Dental Hygiene, Phlebotomy, Pharmacy Technician, Health Information Technology, and Radiography Technologist students. Director logins will allow for access to a student dashboard to measure engagement and assess progression of skill development.

BENEFIT TO CITY COLLEGES OF CHICAGO:

Discipline specific tutoring in the healthcare professions is often limited to due personnel capacity issues. This online simulated tutoring resource will increase capacity for student feedback and skill development as an adjunct to classroom and lab instruction, professional tutoring and faculty office hours offered by the college's healthcare programs. Tutoring, meaningful feedback, and hands on practice serve as a known positive impacts' student retention. Retention metrics are especially important as external specialized accrediting bodies hold programs to standards that must be met in this domain.

VENDOR SELECTION CRITERIA:

Pursuant to State Law, all contracts for the purchase and delivery of data processing equipment, software and services are exempt from the District’s competitive bidding requirements.

MBE/WBE COMPLIANCE:

The Office of Procurement Services has reviewed the proposed compliance plan and recommends a full waiver of the Board Approved MBE/WBE Contract Participation Plan due to the nature of the agreement (tutoring subscriptions) 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: \$56,925.00

Charge to: Malcolm X College

Source of Funds: Grant Fund – PATH grant

Budget Line: 53/54x000-21000-3020000-20000-00000-308282530

Respectfully submitted,

**Juan Salgado
Chancellor**

December 2024, Malcolm X College