

35270
ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
NOVEMBER 7, 2024

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

CARING CAMPUS FOR FACULTY EVALUATION
THE OFFICE OF ACADEMIC AND STUDENT AFFAIRS
HIGHER-ED INSIGHT, LLC
(FORMERLY DVP-PRAXIS LTD.)
DISTRICT WIDE
(RENEWAL)

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 a renewal agreement with Higher-Ed Insight, LLC (formerly DVP-Praxis, LTD) to evaluate the impact of the Caring Campus for Faculty program at the City Colleges of Chicago for the period starting no sooner than December 1, 2024 through November 30, 2025 at a cost not to exceed \$100,000.

VENDOR: Higher-Ed Insight, LLC (formerly DVP-Praxis LTD)
8115 Old Dominion Dr
McClellan, VA 22012

USERS: District Wide

ORIGINAL TERM:

In accordance with board report 34639, the original term of this agreement commenced December 1, 2022, and ended on November 30, 2023 with two optional renewal periods through November 30, 2025.

FIRST RENEWAL TERM:

In accordance with board report 34950, the renewal term of this agreement commenced on December 1, 2023, and will end on November 30, 2024, with one optional renewal period remaining through November 30, 2025.

FINAL RENEWAL TERM:

The final renewal term of this agreement shall commence no sooner than December 1, 2024, and will end on November 30, 2025

SCOPE OF SERVICES:

City Colleges seeks to evaluate the impact of the Caring Campus for Faculty program at the seven City Colleges of Chicago. Higher-Ed Insights will serve as a strategic partner in helping City Colleges understand the impact of the program on student success as well as the impact as it compares to national trends and similar implementation efforts. Higher Ed

Insights will build upon the initial data collection and assessment activities conducted in years one and two by conducting the following activities in year 3 of the evaluation:

1. Design and administer a survey to full time faculty to assess the types and frequency of Caring Campus behaviors faculty use in the classroom.
2. Analyze student level outcome data to assess course level success rates and student level retention and credential attainment.

BENEFIT TO CITY COLLEGES OF CHICAGO:

In December 2020, City Colleges launched a five-year strategic framework and seven unique college strategic plans. This strategic framework identified student experience, equity and excellence as key strategic levers that will help City Colleges deliver on its vision. The goal of the student experience level is that every experience with City Colleges, from pre-admissions to completion, will be exceptional and every student will feel welcome and supported by City Colleges employees. The goal for equity is that we will become a “student-ready” and equitable institution that is designed for all students to thrive, especially those from historically and present-day marginalized communities. And lastly, the goal as it relates to the excellence level is to build a culture of excellence that inspires everyone to become the ‘best in class’ for our students and community. City Colleges holds us accountable to delivering academics, experiences and services of the highest quality and Caring Campus for Faculty program is a strategy that we are using to elevate student experience, equity and excellence. City Colleges of Chicago will benefit from this comprehensive evaluation by having a deeper understanding of the Caring Campus for Faculty’s impact and how the behavioral commitment identified by faculty in the program are helping us to achieve these goals. City Colleges has invested in this faculty development program and this evaluation will help us to understand how to optimize its impact sustainably into the future.

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Procurement staff and Request for Proposals (RFP) #NG2205 was advertised and sent to ten (10) companies on July 14, 2022. Following the release of the RFP, a Pre- Proposal Conference meeting was held for the suppliers on July 20, 2022.

On August 9, 2022, it was determined by Procurement Services that Community College Research Center (CCRC) was ineligible to participate, as they have a direct sub-contractor relationship with the Caring Campus program which CCC deemed a conflict of interest. CCRC was notified by email of their ineligibility.

As part of this RFP process, the suppliers were asked to quote on designing and implementing an evaluation of the Caring Campus for Faculty program at the City Colleges of Chicago. The evaluation shall answer key questions and provide City Colleges with an evidence-based understanding of the impact of Caring Campus including how it compares to other similar implementation efforts nationwide. The scope of this evaluation includes the impact of the Caring Campus for Faculty model across seven distinct colleges, all with their own strengths and challenges, and in varying stages of implementation. The research design

should also provide strategic insights to inform the scaling and sustainability of Caring Campus practices. The evaluator will serve as a strategic partner in helping City Colleges understand the impact of the program on student success and a research design using multiple methods of data collection and analysis is expected.

Key research and evaluation questions to be addressed include:

- What is the impact on the student experience and outcomes for students who attended classes led by faculty who were involved in the Caring Campus initiative in comparison to their counterparts?
- What are the equity outcomes of the Caring Campus initiative?
- What are the behavioral commitments that are the most impactful? The evaluator should provide recommendations around scaling.
- What is the impact of involvement in Caring Campus on Faculty?
- What risks or barriers are identified that might prevent sustained positive impact? The evaluator should include recommendations to prevent these pitfalls.

Suppliers provided pricing projections based on what it would cost to provide these services. Two (2) companies responded: 1) DVP-Praxis Ltd. and 2) Community College Research Center (CRCC) by the August 22, 2022, proposal due date. As CCRC was found to be ineligible, their submission was returned without review of any kind.

The remaining proposal was reviewed, evaluated, and scored by staff which included the Special Projects, Strategic Initiatives, Student Affairs and Data Strategy.

The evaluation committee members individually scored each proposal based on the evaluation criteria in the RFP:

1. Qualifications and experience of firm
2. Past experience with similar services for educational institutions or govt. entities
3. Proposer's Implementation Plan for the requested services
4. Fee / Cost Proposal – (Appendix VI – Interrogatories and Pricing Proposal Tab)
5. MBE/WBE compliance

The Evaluation Committee recommends the acceptance of the proposal from DVP-Praxis Ltd. to provide program evaluation services for the Caring Campus for Faculty program at City Colleges of Chicago.

Based on the scoring criteria for their proposal, DVP-Praxis Ltd. was chosen as a “Qualified” provider. No other supplier scored in the “Highly Qualified” range and there was no dissention from any of the Evaluation Committee members to choose DVP-Praxis Ltd. as the supplier to award the contract to.

MBE/WBE COMPLIANCE:

The Office of Procurement Services has reviewed the proposed compliance plan and has determined that the vendor has complied with the Board Approved MBE/WBE Contract Participation Plan with a recommended 25% waiver of the MBE goal.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Higher-Ed Insight, LLC (formerly DVP-Praxis LTD) 8115 Old Dominion DR McClean, VA 22012	WBE	100	Direct	Commonwealth of Virginia Department of Small Business & Supplier Diversity

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: \$100,000

Charge to: The Office of Academic Affairs

Sources of Fund: Education Fund

Budget Line: 530000-00003-0017000-80000

Respectfully submitted,

Juan Salgado
Chancellor

November 7, 2024 – The Office of Academic Affairs