



# Westchester Community College

State University of New York

55381

February 21, 2017

To: Board of Acquisition and Contract

From: Dr. Belinda S. Miles  
President

Re: Authority to enter into an agreement with the University of Cambridge  
Institute of Continuing Education for a summer study abroad program.

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The University of Cambridge in the United Kingdom (“Cambridge”), has for over 90 years offered summer programs to international students in a number of different disciplines. Honors students from Westchester Community College (the “College”) have been participating in these programs for more than ten (10) years. The students pay the tuition and fees directly to Cambridge and there is no cost to the College.

Attached is a resolution that would authorize the College to enter into an agreement with The Chancellors, Masters and Scholars of the University of Cambridge, acting by and through the University of Cambridge Institute of Continuing Education for a summer study abroad program. There will be no cost to the College, but the College will indemnify Cambridge for any third party claims relating to the College’s participation in the program. The term of the agreement will commence upon execution and expire at the end of the international summer program, August 19, 2017.

This agreement is exempt from the operation of the Westchester County Procurement Policy pursuant to Section 3(a)(ix) therein.

I believe that it is in the best interest of the College to enter into this agreement; and I therefore, recommend that you act favorably on the annexed proposed resolution.

BSM:me  
Attachment

**RESOLUTION**

Upon a communication from the President, Westchester Community College, be it hereby

**RESOLVED**, that the County of Westchester, acting by and through Westchester Community College (the "College"), is hereby authorized to enter into an agreement, commencing upon execution and continuing through August 19, 2017, with The Chancellors, Masters and Scholars of the University of Cambridge, acting by and through the University of Cambridge Institute of Continuing Education ("Cambridge") for a summer study abroad program; and be it further

**RESOLVED**, there will be no cost to the College, but the College will indemnify Cambridge for any third party claims relating to the College's participation in the program; and be it further

**RESOLVED**, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to implement this Resolution.

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
N/A						

Budget Funding Year(s) Start Date:   Upon Exec   End Date:   8/19/2017    
(must match resolution)

Funding Source: Tax Dollars \_\_\_\_\_ Contractor Federal I.D. No./  
 State Aid \_\_\_\_\_ Social Security No. :  
 \_\_\_\_\_ Federal Aid \_\_\_\_\_ Vendor No. :  
(must match resolution) Other \_\_\_\_\_ Encumbrance No. : \_\_\_\_\_