



# Westchester Community College

State University of New York

40994

June 24, 2014

To: Board of Acquisition and Contract

From: John F. M. Flynn  
Interim President

Re: Authority to enter into a membership agreement with the Center for Community College Student Engagement for a term of one (1) year, commencing upon execution in the amount of \$15,600

Authority is requested to enter into a membership agreement (the "Agreement") with the Center for Community College Student Engagement ("CCCSE"). Pursuant to the Agreement, the County of Westchester, acting by and through Westchester Community College (the "College"), will become a member of CCCSE and also participate in two (2) surveys, one administered in the fall of 2014 and the other in the spring of 2015. CCCSE is the pre-eminent organization for survey research, focus group work, and related services for community and technical colleges interested in improving educational quality through strengthened student engagement and student success and assists institutions and policymakers in using information to promote improvements in student learning, persistence, and attainment. Membership provides access to important information about effective educational practices in community colleges.

The Agreement will commence upon execution and have a term of one (1) year. The College will pay CCCSE \$15,600.

A separate resolution seeking the exemption of this proposed agreement in accordance with Section 3 (a) xxi of the County's Procurement Policy has been submitted to your Honorable Board for approval.

The public purpose will be served because entering into the Agreement allows the College to participate in two (2) surveys which are research-based, national benchmarks of effective educational practices for community colleges. CCCSE also provides access to an award-winning website that provides publicly reported results and interactive data search/benchmarking capabilities as well as access to resources to help strengthen our understanding and use of data for institutional improvement, reaffirmation of accreditation and accountability.

Accordingly, approval of the annexed proposed Resolution is requested.

JFMF:me  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/17/2014 - JOMARY VIEIRA, SECRETARY

**RESOLUTION**

Upon a communication from the Interim 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 a membership agreement with the Center for Community College Student Engagement (“CCCSE”) for a term of one (1) year, commencing upon execution in the amount of \$15,600, payable in two installments; and be it further

**RESOLVED**, that pursuant to the agreement, the College will become a member of CCCSE and also participate in two (2) surveys, one administered in the fall of 2014 and the other in the spring of 2015; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is authorized to execute all documents and take all actions necessary to effectuate the purposes thereof.

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	010	0507		4425		\$7,200 (2013/14)
	010	0507		4425		\$8,400 (2014/15)

Budget Funding Year(s) 2013/14 Start Date: Upon Exec End Date: 1 year  
 2014/15

(must match resolution)

Funding Source: Tax Dollars \$3,588 \_\_\_\_\_

Contractor Federal I.D. No./  
Social Security No.:

State Aid \$4,212 \_\_\_\_\_

\$15,600 Federal Aid \_\_\_\_\_

Vendor No.:

(must match resolution)

Other \$7,800 (Tuition) \_\_\_\_\_

Encumbrance No.: \_\_\_\_\_