DATE: November 21, 2002

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CONTRACT/GRANT
Authorization to Conduct a Study Abroad Program in Paris, France Fall 2003 - Spring 2004 and to Contract with ACCENT
(Resolution No. 021121 – B11)

BACKGROUND INFORMATION:

On October 28, 1999, the Board of Trustees adopted resolution no. 991028-S4 authorizing the San Francisco Community College District to conduct excursions to Paris, France, and on November 15, 2001, adopted resolution no. 011115-B16 authorizing the San Francisco Community College District to contract with ACCENT International Consortium for Academic Programs Abroad, Ltd, to obtain travel and educational program arrangements, with costs to be borne by the students during Fall 2002 and Spring 2003.

Based upon a comparison of cost, value, and activities, the criteria of our requirements, and their price and policies, we are now requesting to renew our contract with ACCENT International Consortium for Academic Programs Abroad, Ltd for Fall 2003 and Spring 2004 in Paris.

The proposal for “Semester in Paris” Fall 2003/Spring 2004 is based on the cost of activities, housing, excursions and ground transportation within France, and student medical insurance. The proposal is follows:

Fall 2003: September 7, 2003 - December 12, 2003 (95 days)
Fall program cost (based on a minimum of 15 participants): $6100

Spring 2004: January 29, 2004 - May 24, 2004 (115 days)
Spring program cost (based on a minimum of 15 participants): $6700

ACCENT has insurance coverage of $3 million for general liability, errors and omissions issued by Calender-Robinson Co., Inc., General Insurance Brokers. City College of San Francisco is listed as an additional insured on the policy.

ACCENT will continue to work very closely with the financial aid office at CCSF and make special efforts for delayed payments from those students who have successfully applied for financial aid. About 25-30% of CCSF students fall into this category and to our knowledge, ACCENT is the only organization that allows deferred payments until mid-semester.

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Furthermore, ACCENT will continue to offer $1,000 in scholarships per semester for Paris for those students coming from CCSF and the Bay Area who fulfill the criteria.

Students who meet the academic and financial criteria are eligible for both state and federal financial aid while participating in a CCSF study abroad program.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to conduct excursions to Paris, France, Fall 2003 and Spring 2004, and to contract with ACCENT International Consortium for Academic Programs Abroad, Ltd, to obtain travel and educational program arrangements, with costs to be borne by the students; and

FURTHER BE IT RESOLVED: That the Chancellor, the Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the San Francisco Community College District to effectuate this resolution.

Originator: Joanne Low