AMENDED 09/22/03

DATE:       September 25, 2003

TO:         Board of Trustees

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

SUBJECT:    CONTRACTS/GRANTS
            Authorization to Conduct a Study Abroad Program to Rome, Italy and
            to Contract with ACCENT International Consortium for Academic
            Programs, Ltd
            (Resolution No. 030925-B11)

BACKGROUND INFORMATION:

City College of San Francisco has been contracting with ACCENT International Consortium for
Academic Programs, Ltd. (formerly Opportunities for International Learning) to offer travel and
education services for semester abroad programs in Paris, France since 1985, in Florence, Italy since
1989, and in Madrid, Spain since 2002. This organization consistently receives excellent evaluations
from the CCSF students participating in Study Abroad Programs in these countries.

Based upon our long-standing positive experiences with ACCENT on the Paris, Florence and
Madrid Programs, cost, value, and activities, the criteria of our requirements, and their prices and
policies, we are now requesting to contract with ACCENT International Consortium for Academic
Programs Abroad, Ltd. for a summer program in Rome in Summer 2004.

The proposal for “Summer in Rome” is based on the cost of activities, housing, excursions and
ground transportation within Rome, and student medical insurance. The proposal is follows:

Program cost (based on a minimum of 15 participants): $2650
Program cost (based on a minimum of 20 participants): $2500

The program will be offered for transferable credit in Italian Language. The costs of the
program will be borne by the students. The District shall not expend any funds for transportation,
housing, meals or incidentals.

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

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ACCENT will continue to work 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 on average fall into this category and to our knowledge, ACCENT is the only organization that allows deferred payments until mid-semester.

ACCENT will provide a partial scholarship for this program if there are 20 or more students enrolled in the program. **ACCENT will provide a $500.00 scholarship.**

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.

**SHARED GOVERNANCE REVIEW:**

Yes: _____; No: X ; If yes, which committee: ____________________
Date of Review: ____________________

*(A negative response indicates that a review is not necessary.)*

**RECOMMENDATION:**

RESOLVED: That authorization be hereby given to conduct excursions to Rome, Italy June 12 – July 3, 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