DATE: January 18, 2001      B21

TO: Board of Trustees

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

SUBJECT: GRANT

Authorization to Conduct a Study Abroad Program to London, England and to Contract with Accent
(Resolution No. 010118-B21)

BACKGROUND INFORMATION:

City College of San Francisco, Study Abroad Programs, proposes to offer a semester length program in London, England. The program will be offered for transferable credit. The costs of the program will be borne by the students. The District shall not expend any funds for transportation, housing, meals or incidentals.

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 study abroad programs in Paris, France since 1985 and in Florence, Italy since 1989. This organization consistently receives excellent evaluations from the CCSF students participating in these programs.

Based upon our positive long-standing experiences with ACCENT in terms of service, cost, value, activities, policies, and CCSF criteria, we are now requesting to contract with ACCENT International Consortium for Academic Programs Abroad, Ltd. for a semester program in London in Fall 2001.

The proposal for “Semester in London” Fall 2001 is based on the cost of activities, housing, excursions and ground transportation within England, and student medical insurance. The proposal is as follows:

Estimated Dates for Fall 2001:
September 10, 2001 - December 19, 2002 (99 days)
Program cost (based on a minimum of 15 participants): $5950
Program cost (based on a minimum of 20 participants): $5900
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 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.

**RECOMMENDATION:**

RESOLVED: That authorization be hereby given to conduct excursions to London, England, Fall 2001, 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.

Joanne Low, Originator