



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with QM Quality Matters, Inc. for membership renewal and dues for Broward College Online. Fiscal Impact: \$1,275.00

Presenter(s): Jamonica Rolle, Vice Provost, Academic Affairs

What is the purpose of this contract and why is it needed? Affiliation with Quality Matters (QM) is an industry benchmark in online higher education. Additionally, this affiliation provides the college with access to statewide quality assurance networks and, importantly, the QM Rubric. The rubric is updated on a routine basis and provides evidence-based standards against which we are able to effectively measure the quality of e-learning courses. As an institutional affiliate, Broward College reaps the benefits of research-driven professional development workshops, exclusive review standards, and up-to-date information regarding quality assurance and student success drivers across multiple modalities.

What procurement process or bid waiver was used and why? Small purchase for Category One (\$0.00 - \$10,000) per College Procedure A6Hx2-6.34 was used, where there are no formal or informal competitive requirements for goods and services acquired by the College at this dollar threshold. Membership dues, per the Florida Statute 119.01(3) requires that all financial, business, and membership records held by the organization in relation to the individual(s) or organization(s) for whom a purchase order is being issued are to be considered public records and shall be subject to the provisions of Florida Statute 119.07.

Is this a budgeted expenditure from the budget established at the last June Board of Trustees meeting?
Yes.

What fund, cost center and line item(s) were used? CC0322 FD109 GLC: 64502:Inst. Memberships and Sponsorships.

Has Broward College used this vendor before for these products or services? Yes.

Was the product or service acceptable in the past? Yes.

Was there a return on investment anticipated when entering this contract? Yes.

Was that return on investment not met, met, or exceeded and how? Yes, Broward College models its Quality Standards in e-Learning rubric against the QM Rubric 7th Edition, which allows us to ensure the quality of course design and delivery in multiple modalities. Additionally, faculty and staff are able to take advantage of QM's ongoing professional development workshops and quality assurance networks to remain up-to-date on evidence-based practices in e-learning. Through participation in Quality Matters, the college joins over 1,300 state and national higher education institutions committed to student success through engaging distance learning opportunities.

Does this directly or indirectly feed one of the Social Enterprise tactics and how? This is aligned with the Social Enterprise tactic to empower student development by providing students with a customized learning experience that responds to the distinct needs of students and the community.

Did the vendor amend Broward College’s legal terms and conditions [to be answered by the Legal Office] if the College’s standard contract was used and was this acceptable to the Legal Office?

The General Counsel's office has reviewed the agreement and any deviation to the College's standard terms has been deemed acceptable.

FISCAL IMPACT:

Description: Estimated \$1,275.00 from BU040, CC0322, FD109, PG000120

06/25/24

CC0322 · Distance Learning / Open College

(\$1,275.00)

Jeffrey Nasse


Jeffrey Nasse, Provost and SVP of Academic Affairs
























6/17/2024

APPROVAL PATH: 12272 QM Quality Matters, Inc. - Membership Renewal Dues FY2024-2025

 **Workflow**

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Priscilla Suarez	Dean Review		 Completed	
2	Jamonica Rolle	Vice Provost Review		 Completed	
3	Jeffrey Nasse	Provost and SVP of Academic Affair		 Completed	
4	Natalia Triana-Aristizabal	Contracts Coordinator		 Completed	
5	Zaida Riollano	Procurement Approval		 Completed	
6	Christine Sims	Budget Departmental Review		 Completed	
7	Rabia Azhar	CFO Review		 Completed	
8	Legal Services Review Group	Review and Approval for Form and		 Completed	
9	Board Clerk	Agenda Preparation		 Completed	
10	District Board of Trustees	Meeting	08/20/24 08:30 AM	 Pending	
11	Electronic Signature(s)	Signatures obtained via DocuSig 		 Pending	
12	Natalia Triana-Aristizabal	Contracts Coordinator		 Pending	



QM Quality Matters, Inc.
 1997 Annapolis Exchange Parkway
 Suite 300
 Annapolis, MD 21401

Phone # 866-851-4984

Fax # 301-560-6693

Web Page: www.qualitymatters.org

Date	Invoice #
5/15/2024	122238

Bill To
Broward College 225 E. Las Olas Blvd. Ft. Lauderdale, FL 33301 Attn. Maritsa Benoit

Ship To

Reference No.	P.O. No.	Terms
		Net 60

Item	Qty.	Description	Rate	Subscriptio...	Subscriptio...	Amount
Systemwide HE Affili...	1	Systemwide Affiliate Subscription - renewal	1,275.00	07/01/2024	06/30/2025	1,275.00
		Florida Sales Tax	6.00%			0.00

QM Quality Matters Inc. does not accept credit card information over the phone or email. To make a payment online, please visit <https://www.qmprogram.org/qmresources/payinvoice>. If paying subscription or course review invoices online, please add 3% to total amount for administrative fees

Terms and Conditions:
 All prices are quoted in U.S. dollars (USD). Total amount of QM Quality Matters Inc. Invoice must be paid in USD. All associated fees or conversion rates are the responsibility of customer.

QM Quality Matters Inc. generates invoices for services upon completion. The discounted rate granted to a subscribing customer is contingent on their current subscription being paid in full. If a QM Quality Matters Inc. subscription is not showing a current active status, any prepayments for course reviews, professional development workshops, QM Quality Matters Inc. materials and/or other QM Quality Matters Inc. services scheduled after the last day of the paid subscription term will be allocated at the non-subscriber rate.

Total	\$1,275.00
Payments/Credits	\$0.00
Balance Due	\$1,275.00

Thank you for your business - We really appreciate it!