



## EXECUTIVE SUMMARY

**Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Florida Virtual Campus (FLVC) for the statewide consortium Quality Matters membership and renewal dues FY2024-2025 for Broward College Online. Fiscal Impact: \$177.00**

**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. As a statewide consortium member, Broward College joins 37 other affiliate institutions in being recognized as a QM Lead Institution, noting ours as an e-learning program of high quality. Additionally, the consortium provides faculty and staff from participating institutions information and resources to promote quality course design and to build collaborative relationships and shared expertise through statewide collaboration. Institutions that participate in the consortium benefit from conducting course reviews together, sharing QM resources, and leveraging professional development workshops to inspire innovation in e-learning.

**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, the consortium grants us access to statewide networks that offer professional development and insight into quality assurance practices in e-learning.

**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?**

Board Item

Meeting of August 20, 2024

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:\$177.00 from BU040, CC0322, FD109, PG000120

**08/20/24**      **CC0322 · Distance Learning / Open College**


**(\$177.00)**






















**Jo Anderson**  
Jo Anderson \_\_\_\_\_ 7/17/2024

APPROVAL PATH: 12369 Florida Virtual Campus (FLVC) Membership and 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	Rabia Azhar	CFO Review		 Completed	
6	Christine Sims	Budget Departmental Review		 Completed	
6	<b>Legal Services Review Group</b>	Review and Approval for Form and		 Completed	
7	Board Clerk	Agenda Preparation		 Completed	
8	District Board of Trustees	Meeting	08/20/24 08:30 AM	 Pending	
9	<b>Electronic Signature(s)</b>	Signatures obtained via DocuSig 		 Pending	
10	Natalia Triana-Aristizabal	Contracts Coordinator		 Pending	

Florida Virtual Campus  
1753 W Paul Dirac Dr  
Tallahassee, FL 32310 US  
(850) 922-6044  
financialservices@flvc.org  
www.flvc.org



# INVOICE

## BILL TO

Maritsa Benoit  
Broward College  
3501 S.W. Davie Road  
Library, Building 17  
Davie, FL 33314

**INVOICE #** FLVC-2190  
**DATE** 07/02/2024  
**DUE DATE** 08/11/2024  
**TERMS** Net 40

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
QM Subscription	System-Level Administrative Fee for Quality Matters Affiliate Annual Subscription (7/1/24-6/30/25)	1	177.00	177.00

Please remit payments to:  
Florida State University (FLVC)  
1753 W. Paul Dirac Drive  
Tallahassee, FL 32310

BALANCE DUE

**\$177.00**