

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of November 12, 2013

ITEM TITLE:

Request the approval of \$3,264.00 addendum to the Merritt College, U.S. Department of Education, Fulbright-Hays project.

SPECIFIC BOARD ACTION REQUESTED:

Approval for ICC addendum of \$3,264.00 for Linden International Travel for Merritt College U.S. Department of Education Fulbright-Hays Project. The Board approved on January 22, 2013, the acceptance of the federal grant for a total of \$84,940. The addendum would increase the grand total amount to \$88,204.00.

ITEM SUMMARY: *(PLEASE DISCUSS THIS ITEM. IF A VENDOR IS INVOLVED, PLEASE INCLUDE THE COMPANY NAME AS WELL AS THE INDIVIDUAL.)*

The Fulbright-Hays Group Projects Abroad (GPA) program is designed to contribute to the development and improvement of the study of modern foreign languages such as Portuguese. The project is a prestigious award, rarely granted to community colleges provides for faculty to conduct overseas group projects in research, training and curriculum development to enhance language and cultural competency.

Linden International Travel and Mr. Kiet H. Lam, was selected to assist with the implementation of the project because they have provided quality service to the Oakland community for over 20 years. Local community agencies such as Oakland Unified School District, Oakland Police Department and the Oakland Museum of California count as some of its loyal clients. They are known for having knowledge and expertise when working with Americans traveling abroad. Linden International Travel will coordinate Portuguese language instruction for the Fulbright scholars while in Brazil.

The addendum of (\$3,264.00) is to support payment for the Brazilian Portuguese language instruction. It will cover the cost for 4 Merritt Faculty serving on this project (\$816 x 4 = \$3264); Dr. Siri Brown (Chair of Afram), Claudio Duran (Mexican/Lat Stud), Maria Acuna (English), and Nehanda Imara (Afram).

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

OFFICE OF THE PRESIDENT: MERRITT COLLEGE \$3,264.00

The original amount approved by the Board for the Linden Travel ICC contract was for \$50,640 (April 2013) plus \$34,300 (September 2013) which totaled \$84,940.00 to cover the expenses of the project. The expenses included were Brazil including meals, transportation, education material, host country coordinators, etc. Merritt College has secured discretionary dollars in the amount of \$3,264.00 for the addendum amount to assist the faculty.

Linden Travel's ICC addendum augments the total ICC contract for a grand total of \$88,204.00 (\$84,940.00 + \$3,264.00).

BACKGROUND/ANALYSIS:

The Fulbright-Hays Group Projects Abroad (GPA) program is designed to contribute to the development and improvement of the study of modern foreign languages and area studies in the in the United States by providing training opportunities for faculty, teachers, and upperclassmen and/or graduate students in foreign course countries where the United States has diplomatic representation. Awards are made under the program to conduct overseas group projects in research, training and curriculum development. The Board acceptance of this project was made on January 22, 2013.

DELIVERABLES AND SCOPE OF WORK:

Linden International Travel is conducting and coordinating the following services for the Department of African American Studies at Merritt College in fulfilling the Fulbright-Hays Project outcomes which includes the overall coordination and arrangements for the Brazilian Language Instruction scheduled for December 6, 2013 through January 3, 2014.

ANTICIPATED COMPLETION DATE:

JANUARY 3, 2014 UPON COMPLETION OF THE TRAVEL PORTION OF THIS PROJECT

ALTERNATIVES/OPTIONS:

N/A

EVALUATION AND RECOMMENDED ACTION:

APPROVAL

OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):

YES _____ No X

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? (VICE CHANCELLOR)

PRESIDENT NORMA AMBRIZ-GALAVIZ (PRESIDENT)

(*****Board contract approval is subject to negotiation and execution by the Chancellor.)

DOCUMENT PREPARED BY:

Prepared by: *Siri Brown*
[Siri Brown, Chair of Social Sciences/Ethnic Studies]

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: *Norma Ambriz-Galaviz*
[Dr. Norma Ambriz-Galaviz, President of Merritt College]

FINANCE DEPARTMENT REVIEW

Finance review required Finance review *not* required

If Finance review is required, determination is: Approved Not Approved

If not approved, please give reason: _____

Signature: *Ron Gerhard*
Ron Gerhard, Vice Chancellor for Finance and Administration

GENERAL COUNSEL (Legality and Format/adherence to Education Codes):

Legal review required for bond funds Legal review *not* required

If Legal review is required, determination is: Approved Not Approved

Signature: *Thuy Thi Nguyen*
Thuy Thi Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda Not Approved, but Place on Agenda

Signature: *José M. Ortiz*
Dr. José M. Ortiz, Chancellor