

SUSPENSION



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

August 30, 2016

Erie County Legislature
92 Franklin Street
Buffalo, New York 14202

RE: Authorization to Contract with Create-Learning Team Building & Leadership

Honorable Members:

Attached is a proposed resolution and accompanying memorandum from Erie Community College (ECC) requesting authorization to enter into a contract with Create-Learning Team Building & Leadership. The ECC Board of Trustee's, at its meeting of June 30th, 2016, approved this contract.

Thank you for your consideration of the attached. If your Honorable Body requires any further information, kindly contact Erik D'Aquino, Erie Community College Interim Executive Vice President for Student Affairs at 851-1102, email daquino@ecc.edu or our office, and we will be happy to accommodate your request.

Sincerely,

A handwritten signature in black ink that reads "Mark C. Poloncarz". The signature is written in a cursive style with a large, prominent "M" and "P".

Mark C. Poloncarz, Esq.
Erie County Executive

SUSPENSION

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Erik D'Aquino, Interim Executive Vice President for Student Affairs-Erie Community College
Re: Authorization to Enter into a Contract with Create-Learning Team Building & Leadership to Develop and Deliver a Leadership Training Program for Erie Community College
Date: August 2, 2016

Summary

It is recommended that the Erie County Legislature authorize a contract with Create-Learning Team Building & Leadership and Erie Community College to assist the College with developing a leadership training program. The leadership program (Lead to Succeed), is one of several strategies that are being utilized to capitalize upon ECC's efforts to increase persistence, retention, and graduation rates. Ultimately, this program aspires to create a positive impact upon the student, the community, potential employers, and stakeholders of ECC.

Fiscal Implications

The vendor expense will be no more than \$60,000 to develop the program and train prospective students for both the 2016-2017 and 2017-2018 fiscal years. ECC has adequate funds available in its leadership fund provided through ECC's Student Activity Fees Allocation Committee to fund this expense.

Reasons for Recommendation

The training program will assist ECC students in developing skills that employers are looking for; leading, managing, being part of a team, engagement with the region and the college community; soft skill development, and the application of various leadership models. The ECC Board of Trustees can only approve contracts up to \$50,000.

Background Information

Create Learning Team Building & Leadership, Inc. will allow ECC students to increase competencies in the areas of leadership, communication, interpersonal skills, and self-confidence. Peripheral goals include cultivating self-knowledge and to promote a sense of connection to their peers and the campus community.

Consequences of Negative Action

Without this service, the persistence, retention, and graduation rates could be adversely impacted.

Steps Following Approval

Certified copies of this resolution shall be forwarded to the County Executive, President of Erie Community College, and the Chair of the ECC Board of Trustees.


Erik D'Aquino
Interim Executive Vice President for Student Affairs
Erie Community College

**SUSPENSION
A RESOLUTION SUBMITTED BY
ERIE COMMUNITY COLLEGE**

Re: Authorization to Contract with Create-Learning Team Building & Leadership

WHEREAS, the Erie Community College Board of Trustees approved Create-Learning Team Building & Leadership as a vendor after the completion of the RFP process at their June 30, 2016 Board Meeting; and

WHEREAS, Create-Learning Team Building & Leadership was the firm approved for a maximum contract not to exceed \$60,000; and

WHEREAS, the Erie County Legislature must approve contracts in excess of \$50,000 for the College; and

WHEREAS, Create-Learning Team Building & Leadership will begin work on the development of a leadership training program to promote ECC's efforts to increase the persistence, retention, and graduation rates of ECC students.

WHEREAS, Create-Learning Team Building & Leadership was chosen as the provider for a leadership development program. The program will service approximately 120 students for both the fall 2017 and 2018 academic years. The program includes interactive workshops, team building activities, leadership coaching and development, fieldtrips to learn and understand what local employers are seeking, and to facilitate a connection to ECC alumni that will deliver mentorship opportunities. The program will be open to both new and enrolled ECC students. Participation in the Lead to Succeed program will help further ECC's mission by offering course content in areas that are in high demand by employers; leading, managing, being part of teams, engagement with the region and the college community; soft skill development, and application of various leadership models.

WHEREAS, the program was awarded monies through the student activity fees Allocation Committee in 2015. The committee was comprised of two faculty members, five students, and two administrators. An additional endorsement was provided by the Student Government Association. The account receives an annual percentage contribution of .60% which equates to \$8,232 of additional funding per year. The cost of the facilitator is \$30,000 per year/\$60,000 for two years. Supplemental monies in the leadership account will fund start-up costs of the program such as supplies, travel for fieldtrips, and conferences.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature hereby approves awarding a contract to Create Learning Team Building & Leadership, Inc. for the purpose of developing a comprehensive leadership program for Erie Community College students at a cost to the college not to exceed \$60,000; and be it further

RESOLVED, the President is authorized to enter a contract with Create-Learning Team Building & Leadership for the above mentioned services, and be it further

RESOLVED, that copies of the resolution be forwarded to the Erie County Executive, the President of ECC, and the Chairman of the ECC Board of Trustees.