



April 22, 2020

TO: THE DISTRICT BOARD OF TRUSTEES
OF VALENCIA COLLEGE

FROM: SANFORD C. SHUGART
President

RE: AWARD OF CA – 2020-20: ONLINE PROCTORED TESTING SERVICES

Valencia currently provides in-person proctoring of assessment testing in our college-wide assessment centers. In order to support the online modality growth, an online proctoring solution is needed to enhance the services provided for students.

In the summer of 2019, the College's Learning Council approved the Academic Integrity Committee's recommendation to identify a qualified service provider for a remote proctoring solution for the College's for online courses as an effective way to promote academic integrity. Simultaneously, an ITN was conducted by University of West Florida (UWF) 8ITN-02AJ Online Proctored Testing Services for Florida's Higher Education Institutions. Valencia legally leveraged the ITN to obtain the best possible prices.

A thorough review of these vendors was completed by Valencia faculty and staff and it was determined that Honorlock, Inc. offers the best product and services to meet the needs of Valencia College's students and faculty. The total annual cost of the software and service is approximately \$340,000.

RECOMMENDED ACTION:

The President recommends that the District Board of Trustees of Valencia College authorize the College to enter into an agreement with Honorlock, Inc. for the purchase of a license to use its online proctoring services for an initial two-year term with an option to renew for two additional one year terms.

A handwritten signature in black ink that reads "Sanford C. Shugart". The signature is written in a cursive style and is positioned above a horizontal line.

President