



Onbase: 112611

Date: December 1, 2025

To: Board of Acquisition and Contract

From: Dr. Belinda S. Miles
President

Re: Authority to enter into an agreement with the University of Cambridge Professional and Continuing Education for a summer study abroad program.

The University of Cambridge in the United Kingdom ("Cambridge"), has for over 90 years offered summer programs to international students in a number of different disciplines. Honors students from Westchester Community College (the "College") have been participating in these programs for more than ten (10) years. The students pay the tuition and fees directly to Cambridge and there is no cost to the College.

Attached is a resolution that would authorize the County of Westchester (the "County"), acting by and through the College, to enter into an agreement with The Chancellors, Masters and Scholars of the University of Cambridge, acting by and through the University of Cambridge Professional and Continuing Education for a summer study abroad program (the "Agreement"). There will be no cost to the College, but the College will indemnify Cambridge for any third-party claims relating to the College's participation in the program. The term of the Agreement will commence upon execution and expire at the end of the international summer program, August 30, 2029.

This Agreement is exempt from the operation of the Westchester County Procurement Policy pursuant to Section 3(a)(ix) therein.

I believe that it is in the best interest of the College to enter into this agreement; and I therefore, recommend that you act favorably on the annexed proposed resolution.

BSM:me
Attachment

RESOLUTION

Upon a communication from the President, Westchester Community College, be it hereby

RESOLVED, that the County of Westchester, acting by and through Westchester Community College (the "College"), is hereby authorized to enter into an agreement with The Chancellors, Masters and Scholars of the University of Cambridge, acting by and through the University of Cambridge Professional and Continuing Education ("Cambridge") for a summer study abroad program commencing upon execution and continuing through August 30, 2029; and be it further

RESOLVED, there will be no cost to the College, but the College shall agree to indemnify Cambridge for any third-party claims relating to the College's participation in the program; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to implement this Resolution.

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
N/A						

Budget Funding Year(s) 2026/29 Start Date: 02/01/2026 End Date: 08/30/2029

(must match resolution)

Funding Source: Tax Dollars Contractor Federal I.D. No./
Social Security No.:

State Aid

Federal Aid Vendor No.:

(must match resolution)

Other Encumbrance No.: