

Sauk Valley Community College
May 18, 2026

Action Item 4.7

Topic: **Contract Approval – Instructure Canvas**

Strategic Direction: **Access and Inclusion – Foster a diverse and inclusive learning experience for all students, employees, and community members.**

Presented By: **Dr. David Hellmich and Aaron Schupbach-Roe**

Presentation:

Instructure Canvas is a cloud-based Learning Management System (LMS) that provides a centralized platform for course delivery, communication, assignments, grading, and student engagement. The system supports both in-person and online learning environments while offering faculty and students secure, user-friendly access to instructional resources and academic tools from any device. Canvas is widely utilized across higher education for its flexibility and integration capabilities with other institutional systems.

Illinois Public Community College Act (110 ILCS 805) and Sauk Valley Community College Board Purchasing Policy (305.01) exempt contracts for the purchase of software from public bid/solicitation requirements.

Recommendation:

The administration recommends the Board approve the contract for Instructure Canvas for \$41,815.65 for one year.



Instructure, Inc.
 6330 South 3000 East, Suite 700
 Salt Lake City, UT 84121
 United States

Order Form

Order: Q-578956-1

Date: 2026-03-06

Order Valid Through: 2026-06-30

Order Form for Sauk Valley Community College

Bill to Information

Entity Name: Sauk Valley Community College

Address: 173 Illinois Rt 2

City: Dixon

State/Province: Illinois

61021

Country: United States

Billing Contact

Name:

Email:

Phone:

Ship to Information

Entity Name: Sauk Valley Community College

Address: 173 Illinois Rt 2

City: Dixon

State/Province: Illinois

Zip/Postal Code: 61021

Country: United States

Shipping Contact

Name: Eric Epps

Email: eric.epps@svcc.edu

Phone: +1 815 835 6322

Billing Information

Billing Frequency: Annual Upfront

Billing Frequency Term: Non-Recurring items will be invoiced upon signing. Recurring items will be invoiced 30 days prior to the annual start date.

Payment Terms: Net 30

Year 1								
Ref	Description	Start Date	End Date	Invoice	Metric	Qty	Price	Amount
S1	Canvas Cloud Subscription	2026-07-01	2027-06-30	Recurring	FTE	1,193	USD 35.05	USD 41,814.65

Billing Summary			
Segment	Recurring	Non-Recurring	Total
Year 1	USD 41,814.65	USD 0.00	USD 41,814.65
Total	USD 41,814.65	USD 0.00	USD 41,814.65

Products	Description	Qty
Canvas Cloud Subscription	Canvas LMS Cloud Subscription: Per FTE	1,193.00

Quote Special Terms

Recurring items on this Order Form (other than any 3rd Party Products) shall automatically renew for succeeding terms of 12-month duration at an annual price increase of 5% unless either party gives the other party 60 days' written notice of its intent not to renew prior to the expiration of the then-current term.

The services provided under this Order Form shall begin on the first year Start Date set forth above and continue through the last year End Date set forth above, provided, however, that Instructure may provide certain implementation related services prior to the first year Start Date at its sole discretion.

Payment Terms - Renewal Order Form: In the event that Customer fails to execute this Order Form prior to the Start Date listed above, all fees shall become due payable upon Customer's receipt of an invoice.

Terms and Conditions

Governing Terms: This Order Form shall be governed by the Master Terms and Conditions which can be found here: <https://www.instructure.com/policies/mastertermsconditions>

Data Processing Addendum: The data processing addendum between the parties is available at: <https://www.instructure.com/policies/data-processing-addendum>

Conflict Clause: In the event of any conflict between this Master Terms and Conditions and any addendum thereto and this Order Form, the provisions of this Order Form shall control.

PURCHASE ORDER INFORMATION	TAX INFORMATION
Is a Purchase Order required for the purchase or payment of the products on this order form? Please Enter (Yes or No):	Check here if your company is exempt from US state sales tax:
If Yes, please enter PO Number:	<i>Please email all US state sales tax exemption certifications to ar@instructure.com</i>

Customer purchasing documentation, such as Purchase Orders, shall only be used as proof of acceptance of the Order Form referenced therein, and the associated Master Terms and Conditions. Any terms and conditions included in any such Customer purchasing documentation are hereby expressly disclaimed by Instructure, shall be void and of no effect, and shall in all cases be superseded by the applicable Master Terms and Conditions.

By executing this Order Form, each party agrees to be legally bound by this Order Form.

Sauk Valley Community College

Signature: _____

Name: _____

Title: _____

Date: _____

Instructure, Inc. (USA/CAN)

Signature: _____

Name: _____

Title: _____

Date: _____