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ADOPTED
BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT NO. 508

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County of Cook and State of Illinois

NOV 5 - 1998

COUNTY OF COOK
AND STATE OF ILLINOIS

PROFESSIONAL DEVELOPMENT CONFERENCE
INTERGOVERNMENTAL EXECUTIVE DEVELOPMENT PROGRAM
WASHINGTON COLLEGE

THE CHANCELLOR

REPORTS

that the Intergovernmental Executive Development Program at Harold Washington College, in cooperation with the City Department of Personnel, sponsors professional development conferences twice each year [November and June], as a required component of the Program; and

that 26 students and 2 faculty members will be attending the November 18-20, 1998 conference as part of the Program requirements; and that the Program is a nine-credit hour class offered for public sector management personnel designed to improve management and leadership skills; and

that College staff solicited quotations for the use of conference meeting space, lodging and meals for the 3-day conference with the following results:

CONFERENCE SITE	TOTAL ESTIMATED COST
Harrison Conference Center Lake Bluff, Illinois	<u>\$12,312.00</u>
Abbey Resort Lake Geneva, Wisconsin	\$12,399.00
Palmer House Chicago	\$13,588.00
Nordic Hills Resort Itasca, Illinois	\$14,232.00

that the low proposal from Harrison Conference Center is recommended by College staff for the November 18-20, 1998 conference.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees approves the issuance of a purchase order in the estimated total amount of \$12,312.00 to Harrison Conference Center, Lake Bluff, Illinois, for the November 18-20, 1998 Executive Development Program conference.

FINANCIAL

\$12,312.00 -- Educational Fund

Respectfully submitted:

Wayne D. Watson
Chancellor

November 5, 1998