

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508 JUN 3 - 1999
County of Cook and State of IllinoisCOUNTY OF COOK
AND STATE OF ILLINOISPROFESSIONAL DEVELOPMENT CONFERENCE
INTERGOVERNMENTAL EXECUTIVE DEVELOPMENT PROGRAM
WASHINGTON COLLEGE

THE CHANCELLOR

REPORTS

that it is necessary for 26 students and 2 faculty members to attend a two-day Executive Development Conference as part of the Intergovernmental Executive Development Program co-sponsored by the City Department of Personnel and Washington College; and that the program is a 9-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 two-day conference with the following results:

CONFERENCE SITE	TOTAL ESTIMATED COST
Harrison Conference Center Lake Bluff, Illinois	<u>\$12,840.00</u>
Illinois Beach Resort Zion, Illinois	\$13,050.00
Abbey Group Resorts Fontana, Wisconsin	\$14,690.00

that the low proposal from Harrison Conference Center is recommended; and the conference is being planned for June 9-10, 1999.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees approves the issuance of a purchase order in the total estimated amount of \$12,840.00 to Harrison Conference Center, Lake Bluff, Illinois, for the Executive Development Program Conference on June 9-10, 1999.

FINANCIAL

\$12,840.00 -- Educational Fund

Respectfully submitted:

Wayne D. Watson
Chancellor

June 3, 1999