

**26434**

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508  
County of Cook and State of Illinois

PROFESSIONAL SERVICES  
GREAT BOOKS PROJECT  
WRIGHT COLLEGE

THE CHANCELLOR

REPORTS

that there is a need to hire a consultant to provide services in connection with the FIPSE (Fund for the Improvement of Postsecondary Education)/NEH (National Endowment for the Humanities)-funded Great Books Project at Wright College; staff recommends approval to enter a professional services agreement with Dr. Herman L. Sinaiko, Chicago, IL to provide the following services for the program evaluation project for the Great Books curriculum:

- Provide feedback to Program Director and Staff on scope of evaluation activities for the second year of the project through regular phone, e-mail, and face-to-face discussions. (30 hours or 6 days)
- Travel to Washington D.C. to attend FIPSE Directors' Conference. (20 hours to 2.5 days)
- Travel to Wright College to observe program and meet with staff (10 hours or 2 days)
- Review and analyze evaluation data, summary of procedures followed, discussions with staff, and write first-year outside evaluation report for inclusion in second-year report of Project Director to FIPSE program officer. (60 hours or 12.5 days)
- Meet with program staff and faculty to discuss program improvement strategies based on evaluation results (12 hours or 2 days).

that this total project involves approximately 25 days of consulting assistance to the Project Director as a Principal Outside Evaluator - which is required by FIPSE and NEH grant regulations - at a rate of \$500 per day, for a total cost of \$12,500.00; Dr. Sinaiko will complete this work during the period of September, 2004 through August, 2005; and

that this purchase is exempt from the District's competitive bidding requirements.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees authorizes the Chairman to enter into an agreement with Dr. Herman L. Sinaiko to provide the professional services outlined above for the Great Books Program at Wright College for the period of September, 2004 through August 30, 2005 for a total not-to-exceed cost of \$12,500.00.

FINANCIAL

\$12,500.00 - FIPSE/NEH Grant Funds

Respectfully submitted:

Wayne D. Watson  
Chancellor

November 4, 2004