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

**ACT CENTER MANAGER AND EDUCATIONAL TECHNOLOGY SPECIALIST
FOR THE DISTRICT OFFICE**

THE CHANCELLOR
REPORTS

that Dr. Clarisse C. Croteau-Chonka has worked with the Office of Academic Affairs, Workforce Development to provide leadership in the area of educational technology and in the design and development of grant activities to provide support to CC students and faculty enabling them to access available educational opportunities, and has proposed to continue to provide the following consulting services:

- ACT Testing Center Supervision
- ACT Training Center Development and Supervision
- Vendor assessment and qualification for educational technology
- Educational facilities technology development
- Coordinated business event programming with outside agencies, including the Chicagoland Chamber of Commerce and the Digital Workforce Education Society
- Biotechnology grant and program development; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced contract opportunity and has determined that since it is a continuing contractual agreement and requires significant continuity of educational technology services and ACT Center management as well as grant writing successes, that these efforts place this agreement outside of the Participation Plan.

THE CHANCELLOR
RECOMMENDS

that the Board of Trustees authorizes the Chairman to enter into an agreement with Dr. Clarisse Croteau-Chonka to continue providing necessary educational technology training, support and research services, and grant facilitation services to support the continued delivery of quality education programs and services to CCC students at a cost not to exceed \$27,000 for the period January 1, 2005 – June 30, 2005.

FINANCIAL

\$27,000 - Workforce Development DO Initiatives Enterprise Account – 530000-07031-0000118-60000

Respectfully Submitted,

Wayne D. Watson
Chancellor

February 3, 2005