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

INDEPENDENT CONTRACTOR-BUSINESS AND INDUSTRY SERVICES
TRUMAN COLLEGE

THE CHANCELLOR
REPORTS

Rick Ward has almost 10 years of training experience, 2 years of training project management experience, and 5 years of training material design experience. We would like him to coordinate the Truman College Business and Industry Service Division's new open enrollment program. The start date would be January 15, 2005. His title would be Project Coordinator, Open-Enrollment Training Program. Mr. Ward's services from January 15, 2005 to January 15, 2006 will be provided at a rate not to exceed \$30,000.

Some of Mr. Ward's duties will include:

- He will help design the infrastructure to deliver open-enrollment training programs, including curricula, trainers, and training facilities.
- He will do the marketing for this program.
- He will do the project management for all the open-enrollment programs in IT/Computers Skills, Manufacturing Skills, Quality Skills, Safety Skills, Soft Skills/Management Skills.

RECOMMENDS that the Board of Trustees authorizes the Chairman to enter into an agreement with Rick Ward to coordinate the Truman College Business and Industry Services Division's new open enrollment program at a cost no to exceed \$30,000.

Respectfully submitted,

Wayne D. Watson
Chancellor

January 6, 2005