

27021

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

Facilitator for District's Strategic Planning Process
City Colleges of Chicago

THE CHANCELLOR

REPORTS

that the City Colleges of Chicago recommends a facilitator, Mr. Nile W. Gossett, for the District's 2011 Strategic Planning Process to improve both efficiency and effectiveness and unite all the elements of City Colleges of Chicago toward a common purpose, vision, and set of goals, and develop managers teamwork skills; emphasis on outcome measurement and program evaluation gives managers another tool for continuous quality improvement

that Nile W. Gossett, President of Best Practices Training Associates, specializes in the customized design and facilitation of workshops; Mr. Gossett's proposal includes the following services:

- Facilitate all steering committee meetings (estimate 1-2 per month)
- Facilitate all sub-committee meetings (estimate 3-6 per month)
- Prepare written summaries of all meetings
- Tracking and communicating follow-up assignments
- Tracking and communicating progress
- Bi-monthly debriefing with Executive Vice Chancellor, Academic Affairs

that the estimated cost for the services to be provided from November 2005 through August 2006 is \$150.00 per hour for an estimated 22 to 33 hours per month, based on the following estimated time for each task:

- Meeting Facilitation (estimate 8-20 hours per month)
- Meeting Summaries(estimate 8-12 hours per month)
- Tracking/Communication (estimate 4-8 hours per month)
- Vice Chancellor Debriefing (estimate 2-4 hours per month)

that this professional services is exempt from the District's competitive bidding requirements; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced facilitator opportunity and Mr. Nile W. Gossett has requested a waiver from compliance which has been granted.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees authorize the Chairman to enter into an agreement with Nile W. Gossett to perform services as the facilitator for the District's 2011 Strategic Planning Process from November, 2005 through August 2006, at a cost not to exceed \$50,000.00.

FINANCIAL

\$50,000.00 – Education Fund 00003-0015501-80000-00000-530000

Respectfully submitted:

Wayne D. Watson
Chancellor

November 3, 2005 - Academic Affairs – District Office