

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO.508**  
**County of Cook and State of Illinois****Train The Trainer**  
**Professional Service Agreement**  
**City Colleges of Chicago**  
**Academic Affairs**

**(Amend Board Report #27780, Adopted January 4, 2007, Board Report #27826, Adopted February 8, 2007, Board Report #27939 Adopted April 12, 2007 and Board Report #28010/28011 Adopted May 3, 2007)**

**THE CHANCELLOR****REPORTS**

that in Board Report #27780, 27826, 27939 and 28010/28011 dated January 4, February 8, April 12 and May 3, 2007 respectively, the Board approved an agreement and amendments with Susan R. Hatfield, Ph.D. in the amount \$24,750, Susan A. Murphy, Ph.D. in the amount of \$24,750, Gregory Light, Ph.D. in the amount of \$18,000, and Denise Drane, Ph.D. in the amount of \$5,000, to provide the Train The Trainer model to enhance the capabilities of the faculty to become more effective teachers and facilitators; and

that the Train The Trainer services provided by the consultants are needed for an additional time period from August 9, 2007 through January 29, 2008; and

that services included developing curriculum to train thirty-five (35) faculty members, prepare and deliver the instructional plan and materials the trainers will use to train faculty, Train the Trainers assist in the supervision of the delivery of the training, deliver final report on activities and evaluate and monitor the training; and

that administrators were trained in the evaluation of assessment practices, student learning outcome development and active learning practices; and

that additional services Susan R. Hatfield, Ph.D., Susan A. Murphy, Ph.D., and Gregory Light, Ph.D. would provide will include, but not be limited to, the consultants to develop and deliver a seminar on Assessment and Rubrics development to be held on September 7-8, 2007; and

that Denise Drane, Ph.D. additional services will include, but not be limited to in-dept content analysis of CCC best practices in teaching and learning; and

that the flat rate for Dr. Murphy and Dr. Hatfield is \$1478.00 per day and Dr. Light and Dr. Drane flat rates are \$1,000.00 per day and that the total cost for services provided during the period of August 9, 2007 through January 29, 2008 shall not exceed \$88,000; and

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

that the Office of M/WBE Contract Compliance has reviewed the above professional services agreement and has determined that since the aforementioned nationally-recognized consultants have extensive backgrounds and experiences in the area of preparing effective teachers and facilitators of active student learning and that the training will be performed without subcontractors, it is recommended that a waiver from compliance with the Board approved Participation Plan be approved.

### **THE CHANCELLOR**

#### **RECOMMENDS**

that the Board of Trustees authorize the Chairman to amend the agreement with Susan R. Hatfield, Ph.D. in an amount not to exceed \$30,000 and to amend the agreement with Susan A. Murphy, Ph.D. in an amount not to exceed \$30,000, and to amend agreement with Gregory Light, Ph.D. in an amount not to exceed \$19,000 and to amend the agreement with Denise Drane, Ph.D. in an amount not to exceed \$9,000 to provide the Train The Trainer model for City Colleges of Chicago from August 9, 2007 through January 29, 2008, with a total cost not to exceed \$88,000.00.

#### **FINANCIAL**

\$88,000.00  
\$30,000 – Education Fund 00003-0000117-00029-01000-00000000-532100 Susan R. Hatfield  
\$30,000-- Education Fund 00003-0000117-00029-01000-00000000-532100 Susan Murphy  
\$19,000-- Education Fund 00003-0000117-00029-01000-00000000-532100 Gregory Light  
\$ 9,000—Education Fund 00003-0000117-00029-01000-00000000-532100 Denise Drane

Respectfully Submitted:

Wayne D. Watson  
Chancellor