

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

THE CHANCELLOR

REPORTS

that there is a need to continue to enhance the capabilities of the faculty to become more effective teachers and facilitators of active student learning through means of professional development; and

that City Colleges of Chicago proposes to obtain the expertise and knowledge of two nationally recognized consultants in teaching and learning to develop and implement a train the trainer model; and

that the two proposed consultants will train thirty five (35) faculty members who subsequently will train the rest of the faculty members; and

that the proposed consultants Susan R. Hartfield, Ph.D. and Susan A. Murphy, Ph.D. train the trainer model proposal includes the following services:

- Develop a curriculum to train the thirty-five (35) faculty members
- Prepare and deliver the instructional plan and materials the trainers will use to train the train the faculty
- Train the Trainers
- Assist in the supervision of the delivery of the training
- Deliver final report on activities

that the training will be divided into two distinct phases which includes the Trainer the Trainer which will be for 3 days and the Faculty training which will be for two days at flat rate of \$1,000 per day plus expenses; and

that the estimated cost for trainer the trainer model to be provided from January 22, 2007 through June 1, 2007 will not exceed \$35,000 for both the consultants; 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 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 enter into an agreement with Susan R. Hartfield, Ph.D. in an amount not to exceed \$17,600 and enter into an agreement with Susan A. Murphy, Ph.D. in an amount not to exceed \$17,400 to provide the trainer the trainer model for City Colleges of Chicago from January 22, 2007 through June 1, 2007, with a total cost not to exceed \$35,000.00 for both consultants.

FINANCIAL

\$35,000.00 – Education Fund 00003-0015501-80000-00000-00000000-530000

Respectfully submitted:

Wayne D. Watson
Chancellor