

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

REPORTS**THE CHANCELLOR**

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 three nationally recognized consultants in teaching and learning to develop and implement a train the trainer model; and

that the three proposed consultants will train approximately seventy-five (75) faculty members who subsequently will train the rest of the faculty members; and

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

- Develop a curriculum to heighten the knowledge base of Master Faculty in the areas of objective and student learning outcome development, active learning, and assessment;
- Develop a curriculum to heighten the knowledge base of a new cohort of Master Faculty;
- Prepare and deliver the instructional plan for both cohorts;

that the training will be divided into two distinct phases: training of the existing cohort of Master Faculty to be delivered on March 14 and 15; and the training of a new cohort of Master Faculty to be delivered on April 4, 5, 11, 25, and 26. Total number of days is seven (7); and

that the flat rate for Dr. Murphy and Dr. Hatfield is \$1478.00 per day and the flat rate for Dr. Light is \$1000 per day, and that the estimated cost for the Train the Trainer model to be provided between March 14 and May 25, 2008 will not exceed \$30,000 for all three consultants; and

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

that the total board approved dollars spent to date on this project on all three consultants listed is \$78,120.00; 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 the previously approved waiver from compliance with the Board approved Participation Plan be continued.

THE CHANCELLOR**RECOMMENDS**

that the Board of Trustees authorize the Chairman to enter into an agreement with Susan R. Hatfield, Ph.D. in an amount not to exceed \$11,500, enter into an agreement with Susan A. Murphy, Ph.D. in an amount not to exceed \$11,500, and enter into an agreement with Gregory Light, Ph.D. in an amount not to exceed \$7,000 to provide the trainer the trainer model for City Colleges of Chicago from March 14 through May 25, 2008, with a total cost not to exceed \$30,000.00 for all three consultants.

FINANCIAL

\$30,000.00 – Education Fund 00003-0015501-80000-00000-00000000-530000

Respectfully submitted:

Wayne D. Watson
Chancellor