

29976

**ADOPTED - BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
JANUARY 7, 2010**

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

**WESTIN MICHIGAN AVENUE
EXPENSES FOR LEADERSHIP INSTITUTE
CITY COLLEGES OF CHICAGO
(RATIFICATION)**

THE CHANCELLOR

REPORTS

that there is a need to pay for services provided by the Westin Michigan Avenue Hotel on behalf of the Lakin Leadership Institute, the National Council on Black American Affairs (NCBAA) Leadership Institute and the Presidents' Roundtable Leadership Institute; and

that the City Colleges of Chicago was the designated host college for this years' conference which is rotated throughout the country with all the participating colleges; and

that in August 2009, Academic Affairs reported to the Board that CCC would be hosting this conference in October 2009; and

that the Lakin Leadership Institute, the National Council on Black American Affairs (NCBAA) Leadership Institute and the Presidents' Roundtable activities were held at the Westin Michigan Avenue Hotel from October 11 - October 17, 2009; and

that these institutes were developed by the American Association of Community Colleges to support community college leadership development; and

that the City Colleges of Chicago has already paid \$8,006.56 for services provided by the Westin Michigan Avenue Hotel and that there is one additional payment due to the Westin Michigan Avenue Hotel for services provided the conference in the amount \$10,028.78 for a total amount of \$18,035.02; and

that this additional payment in the amount of \$10, 028.78 will exceed the District's \$10,000 vendor limit rule and thus requires Board's approval; and

that the National Conference on Black American Affairs (NCBAA) has reimbursed City Colleges of Chicago, \$13,287.01 for expenses related to the conference; and

that the total liability for City Colleges for the conference is \$4,784.32 for hosting two events; and

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees ratifies the payment of the remaining balance of \$10,028.78 to the Westin Michigan Avenue Hotel for hosting the National Council on Black American Affairs (NCBAA) Leadership Institute and the Presidents' Roundtable activities on October 11 to October 17, 2009.

FINANCIAL

Not to exceed \$10,028.78
Education Fund 00003-0000108-00038-0000000-539300

Respectfully submitted,

Deidra J. Lewis
Interim Chancellor

January 7, 2010- Academic Affairs- District Office