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**ADOPTED- BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
MAY 12, 2011**

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
COUNTY OF COOK AND STATE OF ILLINOIS**

**HIGHER LEARNING CONFERENCE
PARTICIPATION FEES
DISTRICT-WIDE
(RATIFICATION)**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chairman to ratify the issuance of purchase orders to the Higher Learning Commission for the District's participation in the North Central Association-Higher Learning Commission Academy for Assessment of Student Learning and the 116th Annual Meeting held in Chicago from April 8, 2011 through April 12, 2011, at a total cost not to exceed \$29,210.

VENDOR: Higher Learning Commission
230 South LaSalle Street
Suite 7-500
Chicago, IL 60604

USER: District Wide

SCOPE OF SERVICES:

The scope of services included a general conference registration fee of \$265 per person and participation in various workshops and/or break out session as applicable to the Colleges' need for 92 participants' District Wide including staff from the District Office. Pre-registration for the 116th Annual Meeting ended on April 1, 2011.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The Academy for Assessment of Student learning is intended to develop institutional culture and increase institutional commitment to assessing and improving student learning. Participation in this initiative will assist in improving institutional assessment practices and create evidence for accreditation as well as improve the advancement and performance of our students.

GENERAL CONDITIONS:

Inspector General- It shall be the duty of each party to the agreement to cooperate with the Inspector General for City Colleges of Chicago in any investigation conducted pursuant to the Inspector General's authority under Article II, Section 2.6.4(b) of the Board Rules for Management and Government.

Ethics – It shall be the duty of each party to the agreement to comply with the applicable provisions of the Board's Ethics Policy adopted January 7, 1993, and as amended by the Board.

FINANCIAL:

Total cost not to exceed \$29,210.

LOCATION	NUMBER OF ATTENDEES	CONFERENCE PARTICIPATION LEVEL	COST
Daley	18	General Session Program for Presidents & Trustees Peer Review PEAQ Workshop on Self Study	18 x \$265 1 x \$310 1 x \$310 1 x \$310 \$5700
Kennedy-King	22	All General Session	22 x \$265 \$5830
Malcolm X	13	General Session Program for Presidents & Trustees One Day Pass	12 x \$265 1 x \$310 1 x \$200 \$3690
Olive-Harvey	12	General Session Program for Presidents & Trustees Academy & Learning Exchange	12 x \$265 1 x \$310 10 x \$75 \$4240
Harold Washington	3	General Session Program for Presidents & Trustees	3 x \$265 1 x \$310 \$1105
Wright	8	General Session and AQIP Session One Day Pass and AQIP Session AQIP Session Only	5 x \$575 1 x \$510 2 x \$310 \$4005
Truman	12	General Session Program for Presidents & Trustees	12 x \$265 1 x \$310 \$3490
District	4	General Session AQIP Session Only	2 x \$265 2 x \$310 \$1150
	92	TOTAL	\$29,210.00

Charge to: Various College Departments**Source of Funds:** Various FundsUnrestricted Fund

FY11: Various Departments-550000 - \$29,210

Respectfully submitted,

Cheryl L. Hyman
Chancellor

May 12, 2011 – Office of Academic Affairs-District Office