

34400
ADOPTED—BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
FEBRUARY 3, 2022

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

RESOLUTION
POLICIES AND AUTHORIZATION
OFFICE OF THE BOARD OF TRUSTEES

WHEREAS, the Illinois Public Community College Act, as amended, lists the powers and duties of community college districts in the State of Illinois, and states in 110 ILCS 850/3-30, that:

“The board of any community college district has the powers...that may be requisite or proper for the maintenance, operation and development of any college or colleges under the jurisdiction of the board”; and

WHEREAS, Section 4.3 of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois (the “Board”) Bylaws of City Colleges of Chicago provides for the adoption of policies and states that:

“The Board may adopt, from time to time, policy statements, guidelines, procedures, regulations, collective bargaining agreements, codes of conduct, or similar documents issued for the governance of the Board, the District and the Colleges”.

NOW, THEREFORE BE IT RESOLVED, that the Board hereby (i) Amends the Presidential Leadership Development Policy substantially in the form attached hereto as Exhibit A, which shall be effective as of February 14, 2022; (ii) And which shall terminate only by the revocation of the board.

Office of the Board of Trustees

EXHIBIT A

City Colleges of Chicago Presidential Leadership Development Policy

GENERAL PURPOSE: To develop and sustain exceptional Presidential leadership through investment in the professional development and growth of current Presidents as well as other eligible leaders who are aspiring to the President role.

I. EFFECTIVE DATE

This policy was adopted on

II. ELIGIBILITY REQUIREMENTS

A. Applicants

Applicants must be a City Colleges of Chicago employee who is (i) a President of one of the City Colleges of Chicago, or (ii) a direct report to the Chancellor, the Provost, a President, a Vice President or the Deputy Provost.

B. Professional Development Programs

Programs and courses of study must be related to the applicants' current work with City Colleges of Chicago or address leadership development to ascend to the role of a President.

Programs can include, but are not limited to the following:

1. Coursework towards a Doctoral program that is beyond what is covered under the Tuition Reimbursement Policy; and
2. Fellowships or leadership programs.

C. Tuition Reimbursement Policy

For coursework towards a doctoral program, applicants must have exhausted the resources available within the [Tuition Reimbursement Policy](#). For tuition, any financial award shall be a reimbursement that is granted in accordance with the terms of this policy and upon submission of documentation, including original grade reports, consistent with the Tuition Reimbursement Policy.

III. APPLICATION PROCESS

- A.** Applicants must submit an application to the Office of the Chancellor. The application is attached to this policy.
- B.** The Chancellor shall appoint a Presidential Leadership Development Committee led by the Chief Talent Officer or their designee. Such committee shall review all applications and provide a recommendation to the Chancellor concerning which applicants, if any, should receive a financial award along with a recommendation of the amount of any such financial award.

- C. The Presidential Leadership Development Committee will notify applicants of the final determinations.

IV. CONDITIONS AND LIMITATIONS

- A. Financial awards made in accordance with this Policy (i) shall not exceed an aggregate of \$50,000 per fiscal year; and (ii) may be subject to applicable deductions and taxes.
- B. Financial awards will be approved on an annual basis and shall be paid in one lump sum per year. Financial awards shall be made directly to the award recipient or the institution or company providing the applicable service to the award recipient (the "Service Provider"), as determined by City Colleges of Chicago.
- C. If an award recipient resigns or is terminated, by City Colleges of Chicago **within** eighteen (18) months of receipt of the last financial award provided to the award recipient or the Service Provider, the award recipient must immediately (in no event to exceed 3 days) repay the aggregate amount of all financial awards received in accordance with this policy. If an award recipient resigns or is terminated, by City Colleges of Chicago **after** eighteen (18) months of receipt of the last financial award provided to the award recipient or the Service Provider **but within** thirty-six (36) months of receipt of the last financial award provided to the award recipient or the Service Provider, the award recipient must immediately (in no event to exceed 3 days) repay the aggregate amount of fifty percent (50%) of all financial awards received in accordance with this policy. The award recipient must sign an agreement, provided by City Colleges of Chicago, obligating them to abide by the immediately preceding repayment terms prior to receiving any financial award in accordance with this policy.
- D. Prior to receiving a financial award in accordance with this policy, award recipients must also execute an agreement, provided by City College of Chicago, authorizing City Colleges of Chicago, upon the award recipient's resignation or termination, to withhold or transfer amounts, including salary, owed by City Colleges of Chicago to employee towards payment of any amounts payable by the award recipient in accordance with this policy.
- E. The Chancellor or their designee reserves the right to suspend this policy at any time. The Board of Trustees may terminate this Policy at any time.

Presidential Leadership Development Application

Employee Name:

Employee ID

Campus

Course/Program Title

Name of Institution/
Provider:

Program/Course Dates:

From:

To:

Degree sought (if
applicable:

Costs being requested:

Please attach a one-page narrative that addresses the following:

- * Where you see yourself within your career trajectory, including your recent leadership contributions to City Colleges of Chicago and your plans for the next three to five years
- * How the program for which you are requesting funding will help you develop the knowledge and skills relevant to being a president
- * How the program for which you are requesting funding will benefit City College of Chicago

By submitting this request, I acknowledge that I have read and agree to the Presidential Leadership Policy and its parameters as defined by City Colleges of Chicago Board Report 34165 (Feb, 2021).

Employee Signature

Date:

President Approval (if
appropriate)

Date:

Chancellor Approval

Date:

FOR HR USE ONLY

HR Approval

Date:

Amount Approved: