

NOTEBOOK COMPUTERS FOR CORPORATE AND CONTINUING EDUCATION

Recommendation

It is recommended that the Board of Trustees authorize the administration to purchase eleven (11) Hewlett-Packard notebook computers for the Corporate and Continuing Education department from Victorin Business Machines of Elmhurst, IL, utilizing E&I Cooperative pricing, in the amount of **\$14,212.00**.

Dr. David Sam, President

Background

The eleven (11) notebook computers will be purchased as part of the Corporate and Continuing Education department's goal of providing improved services and increasing its customer base. Many local companies do not have computer labs and prefer ECC to provide training at their site for an additional fee.

Corporate and Continuing Education has already received eleven requests for on-site training in 2008. Additionally these computers are used by the department for the creation of presentations and training material, and in-house training courses.

ECC's current laptops were purchased in 2001 and do not meet current industry standards. The primary goal of the Corporate and Continuing Education department is to offer a mobile training lab for clients and to be able to support Office 2007, a wireless network, and MS projects.

Launch Internet Explorer Browser.Ink

The purchase of computer equipment is exempt from bidding under the Illinois Administrative Code, Chapter 110 Illinois Community College Purchasing Act 805/3-27.1.

Funding Source: Education Fund

Staff Contact: Dr. Gena Glickman, Vice President of Teaching, Learning, and Student Development, 847/214-7363