

September 23, 2022

Suzanne Smith

RE: Freedom of Information Act Request

Ms. Smith:

This is to acknowledge that Parkland College District No. 505 is in receipt of your Freedom of Information Act (FOIA) request received in my office on September 9, 2022, for “organizational charts of all student services departments (Admissions, Records/Registrar, Financial Aid, Advisement, etc) within your college. Please include position titles, classification (paraprofessional, support, supervisory, administration, etc), job descriptions and salary range.” On September 16, I reached out to you to extend the response period by five business days pursuant to 5 ILCS 140/3(e).

I have attached three .PDF documents that are fully responsive to you request.

As Vice President for Communications and External Affairs, I am responsible for granting and denying the requests for records under the *Freedom of Information Act*. Please be aware that this response to your request is pursuant to my understanding of your FOIA request. If I have misunderstood your request, please let me know as soon as possible so I may provide the correct information.

Finally, if you believe that this response constitutes a denial of your request, you have the right to have this response reviewed by the Public Access Counselor (PAC) at the Office of the Illinois Attorney General. 5 ILCS 140/9.5(a). You can file your Request for Review with the PAC by writing to:

Public Access Counselor
Office of the Attorney General
500 South 2nd Street
Springfield, Illinois 62706
Fax: 217-782-1396
E-mail: publicaccess@atg.state.il.us

You also have the right to seek judicial review of this response by filing a lawsuit in the State circuit court. 5 ILCS 140/11.

If you choose to file a Request for Review with the Public Access Counselor or State court, you will need to include a copy of this letter for the review.

If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,



Stephanie L. Stuart
Vice President for Communications and External Affairs

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CC: FILE
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