



AGENDA

San Diego Community Collaborative Committee Meeting
Project Management Group
September 22, 2008
9:00-11:00, District Office Room 145

1. Sample template for accountability
 - a. System for Project Directors to report to Project Management Group
 - b. Project Directors will submit template on the 10th of each month
 - c. Information provided in the template will be used for quarterly progress reports and quarterly Project Management Group meetings
 - d. Project Management Group: Provide suggestions for additional questions or if questions need to be removed?
 - e. Reporting structure for bi-annual meeting with Steering Committee
2. Goals and Responsibilities
3. Overall outcome of the Community Collaborative
 - a. Successful completion of projects
 - b. Sustainability Plan developed
 - c. Impact Report – What do we want to capture in this report?
4. December 8, 2008 Meeting: We need a volunteer to host the meeting
5. Important Dates

Friday, October 10 (Project Directors submit accountability template)

Monday, October 20, 9-11 AM (Quarterly Project Management Group Meeting)

Friday, October 31 (Quarterly Progress Report due)

Monday, December 8, 9-11 AM (Expanded Community Collaborative Meeting including Steering Committee)
6. **The CTE Community Collaborative Grant is located at:**
<http://ispt.sdccd.edu/grants.html>