

SAN DIEGO COMMUNITY COLLABORATIVE COMMITTEE MEETING

Action Items

Project Management Group

Monday, September 22, 2008 22, 2008, 9:00-10:00

Recap	Action Item	Responsible Person(s)
Sample Template for Accountability Template will be adjusted to include state questions and requirements	Revise template based on input from the Project Management Group and distribute	Grant Co-Chairs, Research Associate
	Submit Template for Accountability on the 10 th of each month	Project Site Directors
Functions and Responsibilities Input provided by the Project Management Group to clarify the functions and responsibilities of the group	Integrate comments from the Project Management Group	Grant Co-Chairs
Impact Report Target groups: faculty, funders	Testimonials of students and teachers	Project Management Group
	Follow cohort from secondary school to community college courses to industries	
CTE Community Collaborative Grant location http://ispt.sdccd.edu/grants.html	None	
Next meetings		
Monday, October 20, 9-11	Quarterly Project Management Group meeting	Project Management Group
Monday, December 8, 9-10 Location: San Diego Workforce Partnership Office 3910 University Avenue, San Diego, CA 92105 Metro Community Room on the 3rd Floor (Suite 300)	Bi-annual Full Community Collaborative Committee meeting	Project Management Group and Steering Committee
Other Important Dates		
Friday, October 10	Submit Accountability Template	Project Directors
Friday, October 31	Quarterly Progress Report due	Project Directors, Grant Co-Chairs

