

C&I Director's Meeting  
September 27, 2013, 11:30AM (lunch), 12PM (meeting)  
Oak Room A

**AGENDA**

Updates

- Annual Reports live on the web
- First round C&I 5 year reviews completed!

New Business

- C&I Advisory Board Meeting Recap
  
- RI Advisory Board—C&I rep needed to replace Adrian Wisnicki
  
- DRAFT Supplemental Payment Request Form (to replace CECI Contract Form)
  - o Attached for discussion
  
- Website Assistance...information forthcoming!
  
- Future Meeting Topics
  - o Ideas
    - Succession planning and the need for co/asst directors in the C&I
    - HR rep to discuss emerging policies for working with minors
    - Revising the C&I 5-year review template
    - Revising the C&I Annual Report Template
    - Grant writing assistance
    - Customized Ektron training
    - PASSHE legal Q&A (Jacqueline Morrow to be replaced by Suzanne Williamson October 1)
  
  - o Meetings
    - October: Tim Mack
    - November
    - December
    - January
    - February
    - March
    - April: Research Week
    - May

Director-submitted agenda items

Any other business

Adjournment

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