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**TITLE V - HSI COOPERATIVE GRANT  
COMBINED ACTIVITY ONE & TWO COORDINATORS**

**Agenda**

**Date: November 18, 2004**

**Time: 1:30 to 3:00 p.m.**

**Location: CSU-Stanislaus  
SSB 128**

- I Introductions (1:30-1:35)
  - A. Jennifer Virgo-Lead Editor (Merced College)
  - B. Carina Valencia-Assistant Editor (Modesto Junior College)
  - C. Jaime Segovia-Assistant Editor (CSU Stanislaus)
  
- II Review Unapproved November 4, 2004 Minutes-Activity Two (1:35-1:40)
  
- III Regional Newsletter (1:40-2:30)
  - A. Purpose and Target Audience
  
  - B. Number of Editions
  
  - C. Guidelines and Protocol for Editors
  
  - D. Role & Responsibilities
    - Regional Title V Director
    - Coordinators
    - Lead Editor
    - Assistant Editors
  
  - E. Timeline for Publication
  
  - F. Theme/Focus of Each Edition
  
  - G. Other
  
- IV Annual Performance Report (2:30-2:45)
  
- V Campus Reports (2:45-3:00)
  - A. CSUS
  - B. MJC
  - C. Merced College
  
- VI Other