

CTSA Communications Workgroup
Quarterly Web Meeting

June 18, 2008 2 PM-4 PM ET

Agenda

I. Welcome (Kameha Kidd and Tom Fogg)

II Introduction: New members (New institutions)

III. Operations Committee Report (Tom Fogg)

IV. Taskforce Reports

- a.) Communication Systems and Information Management (Kent Anderson)
- b.) Media / Public Relations Taskforce (Ina Parvanova and Joyce McDonald)

V. Administrative Supplements (Mini Kahlon/Chris Kelleher and David Eichmann)

- a.) Review of accepted proposals

VI. Developing a communication mechanism for the PIs

VII. Audiences and goals of the Communications Workgroup

VIII. Discussion: CTSAWeb.org

- a.) Website overview
- b.) Recommendations and suggestions for website refinement and additions
- c.) Reviewing the website in the context of audiences and goals
- d.) Planning for 60

VIII. Next steps