

February 3, 2000

**Response Needed by
February 14, 2000**

MEMORANDUM

TO: Select Community College Presidents

FROM: Delores A. Parker, Vice President
Academic and Student Services

SUBJECT: TITLE IV OF THE WORKFORCE INVESTMENT ACT/
COOPERATIVE AGREEMENT

You recently received numbered memo CC00-009 dated January 11, 2000, asking each college to designate a person to develop this cooperative agreement. Agreements are to be completed no later than April 21, 2000.

We realize many colleges have been closed and/or operating under adverse weather conditions. However, please fax (919-733-0680) or e-mail the name of your designee to Morris Johnson, Jr., by February 14, 2000. A copy of the model agreement and future correspondence will be sent to the person you designate.

Thank you for your cooperation.

DAP/jw
c: Morris Johnson, Jr.

S00-007
Hard Copy