1. Process for Coordinated District-Wide DE Scheduling – Including Deans
   - Mark is looking at past practice to inform future practice of online course scheduling. Future online faculty will need to be certified for online teaching per an upcoming AP.
   - In the past, online sections were determined by the one or all of the following: 50% degree/program rule (prior to substantive change approvals), updated outlines via the curriculum process, trained faculty, following 2-year program scheduling, and historical data-successes and/or cancellations.

2. Equalizing Student Absence in Face to Face Classes (ENG1A):
   - Discuss student absences in face-to-face classes: per faculty handbook, provision is made for absences for “official” school travel; which includes Athletics, Student Senate, and other activities.

3. Faculty Calendar
   - Drafted calendar with important instructional due dates; unknown yet where it will located. The inside.redwoods calendar includes committee meetings.

4. CR Diversity Courses
   - There are two anthology courses meeting Area 4, for the 2014-15 catalog. Diversity courses have to go through curriculum process.

5. Review Curriculum Form/Materials Section/Curriculum Committee:
   - Current curriculum processes aren’t clearly linked; there is confusion with the CID descriptor on the curriculum form; not all faculty, (nursing) are updating/owning their curriculum.
   - Keith sees three meta-issues: 1. Clarifying the curricular/program update process (discuss with Marla, Shereen and George); 2. Administration (Alison) writing curriculum/program updates; 3. No process to train new directors, deans, faculty on CR processes. Note: there is an accreditation sub-standard: faculty own curriculum process and SLOs.
   - Materials Fees: there is a discrepancy on materials fees updates within the AP, Ed code and on the form itself. A determination must be made and be consistent on all documents.

6. Assessment Fridays/NA

7. Counselor Day (November 7th)
   - Confirming schedule. A presentation by Mark Renner on DE will added to the schedule. Sheila and Pru would like Mark to be included in the District-wide counselor meeting, as well.
8. WIA Grant:
   - CR received a $130,000 grant that specifically supports pre-college education (all credit and non-degree classes that are not degree applicable). Support students through ENGL150 and Math 380. We have to show improvement through testing (CASAS). Can be used for aids in classroom, bus transfers, etc.; but not for instruction. WE need to determine what we for retention.

9. ITC
   - Furniture is installed; computers are not and likely will not be available for a month. The doors will be unlocked during day when Connie is there; faculty will have to ask security to be let in at night. Copier has not been installed yet.

10. Conference phones
    - For now CCC Confer can be used; in the future, presentations will be available district-wide through WebX and Telepresence.

11. Other/Future Agenda Items
    - Future Agenda: WebX & Telepresence Training
    - Week one welcome – sign up with Connie or Kimberly. Monday and Tuesday from 7:45 am – 2pm, on August 25 and 26. Three stations - Library, between Humanities and Science building, by Admin Building bus stop;

Next meeting: September 15, 2014, Boardroom

Adjourn