I. Reassigned time – Janet Gelb 11-11:25

II. SLO's and process to create Course Outline addenda – C. Milgrim 11:25 – 11:45

III. Faculty Staffing Committee – Jim Fenningham 11:45 – 12:00

IV. Absence phone line and email communication – Tina Pitt 12 – 12:15

Next meeting: Fall 2009

Ground Rules:
- We will stick to the time allotted for each issue/presentation
- We will allow the person giving the presentation to finish before asking questions
- If we have more questions, but have run out of time, we will choose one of the following options:
  - We will address it in a CCC forum e-mail if it is pertinent to many people
  - We can ask the presenter separately later
  - We can address it in the next “2nd Monday” meeting
  - We can have a “4th Monday” meeting
  - We will continue with the current presentation, upon a majority vote