

**CCC Meeting**  
**Monday, September 9, 2013**  
**11:00am-12:20pm**  
**Griffin Gate**

***Chair report & review of notes from May meeting*** (10 minutes) Joel Castellaw

Report from Grossmont/Cuyamaca Joint Chairs meeting of 8/14;  
Review of important dates  
Review of notes from May 13  
Temporary note-taker needed for today

***Discussion items for today***

- |   |                               |
|---|-------------------------------|
| • Introductions (5 mins)  | All                           |
| • Academic Affairs updates; Q&A with the new VP (15 mins)         | Katrina VanderWoude           |
| • Hiring forms and procedures for short-term assignment (20 mins) | Tim Corcoran & Cheryl Houston |
| • TracDat use and training schedule (5 minutes)                   | Chris Hill                    |
| • Implementing Datalink to replace Grademaster (10 mins)          | Denise Schulmeyer             |
| • Smart thinking online tutoring (5 mins)                         | Denise Schulmeyer             |
| • Review of duties for chairs and coordinators (10 mins)          | All                           |

***Items for future meetings:***

- Review of the CCC charge and composition

***Important dates:***

September 16 – Spring page proofs due to deans

October 14-17 – Accreditation site visit

October 25 – SLO assessment results, annual program review updates, and planning activity results from last year are due; activity proposals for next year are due.