

**DRAFT AGENDA**  
**COE Teleconference**  
**August 23, 2004**  
**2:00 – 4:00 pm Eastern**

Dial in to: 1-888-693-8686  
Conference ID: 2624190

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|--|-----------------------|
| <b>I. Call to Order</b>  | Frank/Judy            |
| <b>II. COE Position Paper - Update</b>   | Judy/Don<br>Karen/Dan |
| a) Knowledge and Community draft vision and mission<br>b) Statement of timely observations   |                       |
| <b>III. Discussion: VP Nominations and Mapping Process</b>   | ALL                   |
| a. Draft Plans/Discussion Paper (attached)<br>b. Activity Timeline (attached)<br>c. Comments (attached)  |                       |
| <b>IV. Discussion: COE meeting schedule and format at IMECE 04</b>   | Judy                  |
| For room planning purposes, a COE/CMA joint meeting is tentatively booked (with similar format to SAM) for Monday, November 15, from 8 to 5, and for separate business meetings the following day from 8 to 12. (IMECE business meeting grid is attached). |                       |
| <b>V. Other Business</b>   |                       |