1. **Welcome and Attendance,** Jim Craig

2. **Approval of Minutes,** All voting members

3. **AP/BP Improvement Project.** Jeff Silvyn and Kate Schmidt

4. **Input on Communication or other initiatives for the ACC Retention and persistence,** All, Communication Document ACC Notes

5. **College Email Signature Tool,** Phil Burdick

6.   **AERC Updates,** Makyla Hays

7.   **Roundtable and Action Items -** All