**Monday, September 26, 2016**

**PCR – 3:00pm**

1. **Call to Order:**
2. **Approval of Minutes** 
   1. None
3. **Reports**
   1. None
4. **Old Business**
   1. None
5. **New Business**
   1. Establish ground rules/meeting roles
   2. Review committee charge
   3. Adopt goals for committee
   4. Confirm committee membership
   5. Assign tasks
   6. Select meeting times
6. **Action Items**
7. **Announcements**
   1. Next meeting time:
   2. Location:
8. **Adjournment:**