1. Welcome & Approve Minutes from 11/5/2021 (5 min)

2. Campus updates related to first year/college success and transitioning to CCS 101 (10 min)
   - ACC
   - CCC
   - GCC
   - HCC
   - MCC
   - MxCC
   - NVCC
   - NCCC
   - NCC
   - QVCC
   - TRCC
   - TxCC

3. PL event on 11/12/21 recap – Forrest Helvie (5 min)

4. Diversity Outcomes update – Kerry Beckford (5 min)

5. Diane Clokey, Director of Catalog – renumbering CCS 101 discussion (15 min)
   a. Previously submitted ideas:
      i. CSCE 1000 (College Success & Career Exploration)
      ii. CCSE 1000 (College & Career Success and Exploration)
      iii. CCSP 1001 (College & Career Success and Planning)
      iv. CCSS 1001 (College & Career Success Strategies) or (College & Career Success Skills)
   b. Include new subject code and course number in course template?

6. Diversity Outcome proposal review (breakout session – 10 min, discussion – 10 min)
   a. Send to Fran/DOWG?

7. Incorporate Diversity Outcome into CCS 101 course description and outcomes (breakout session – 15 min, discussion 15 min)
   - Do not have to add word-for-word outcomes to the course, should include language that addresses Diversity Outcome - to be addressed in the content and assessment of course.

8. Discussion on course template items (25 min)
   a. Prerequisite: Eligibility for intensive-level English class or higher (specific course number TBD)?
   b. Terms offered (not winter)
   c. Course modality (all are checked – note any preference?)
   d. Class size/cap (not listed – but can include recommendation)
9. Future Meeting & Wrap Up (5 min)
   • Wednesday, December 8th 2:00-4:00pm
     i. Final review of course proposal/template including course description, outcomes, topics outline to be submitted to APRC
     ii. Scheduling meetings for Spring 2022 – bi weekly? Monthly?

   **Action Item for next meeting:**
   1. Review topics outline and make any final revisions.