1. Welcome & Approval of Minutes

2. Updates [standing item: informational]
   a. Status of three initiatives: Annual PTE process; Essential Elements; Working Group
   b. Communications

3. Framework for Faculty Handbook revision
   a. Review current outline of the Faculty Handbook
   b. Discuss possible outline for Faculty Handbook section on PTE
   c. Next steps

4. Next Meeting
   a. Tuesday, November 24, 2:00 – 3:00 PM