1. Review of minutes
2. Steering Committee Update

- Subcommittee Reports – Questions Raised
- The AMP Explained – Infographic
- AMP Communications Strategy
- AMP – First Campus-wide Checkpoint

2. Draft Timeline for the lead-up to the website launch and first campus-wide check-in:
   - **Tuesday 11/24 by 5pm:** AMP Steering Committee (AMP-SC) will receive draft FAQ for review.
   - **Wednesday 11/25 by noon:** All subcommittees submit documents/resources they want to share with the campus regarding each of their questions (please cc Christina Cardenas when sharing these materials with the steering committee).
   - **Monday 11/30 by 5pm:** AMP website with input tab shared with AMP-SC for review. AMP-SC submits feedback on draft FAQ.
   - **Wednesday 12/2 by 5pm:** AMP-SC submits feedback on website and receives revised FAQ for finalization/approval.
   - **Friday 12/4 by 5pm:** Final AMP website goes live; AMP progress report #4 goes out to campus, which will include (1) AMP website link, (2) FAQ, (3) finalized minutes from 10/20 meeting, and (4) invitation for campus input via website.

3. Draft FAQ-Review

4. Next Steps for Sub-Committee #1

1. Next Meeting

**Report narrative**

The following guidelines are suggested regarding the length of each subcommittee’s report narrative:

- Provide clear and succinct responses to the questions posed under your subcommittee’s charge.
- Provide a clear rationale for the responses drawing from campus data, regional, and national best practices.
- Responses may be philosophical or actionable and should take into consideration such issues as the following:
  - Possible constraints, perceived strengths, as well as opportunities, based, for example, on planning and evaluation.
  - Capacity, infrastructure, and operations, including off-campus instructional locations.
  - Institutional values—what makes CSUF unique, and what could further its vision of itself as a model comprehensive public university in the nation.
  - Subcommittee report should be approximately 15-20 pages, double-spaced.