1. **Call to order**
2. **Announcements**
   a. What do you enjoy most about fall?
   b. What are you looking forward to most about fall?
3. **September Meeting Minutes**
   a. Edits and approval
4. **Liaison Committee Discussion**
   a. Finance and Operations Update – April Tippett
   b. Budget Update – Katie Schnedler
   c. DEI Council Update – Cathy Koebrick
   d. HR Update – Cathy Koebrick
   e. EAC Update – Travis
      i. Building a Community with Respect
      ii. Administrative Updates
5. **New Business & Committee Reports**
   a. Committee Assignments & Expectations (* Indicates Standing Committee)
   b. Refer to ESAC FY22 Committees Document (Travis will share screen)
      i. Executive*
      ii. Bylaws/Policies & Procedures*
      iii. Elections*
      iv. Staff Awards*
      v. Publicity & Greeting Committee
         1. What to do about deadlinks to old meeting minutes on new CoE website, if anything.
      vi. Engagement & Inclusion
      vii. Sustainability (exploring initiatives)
6. **Old Business**
   a. ESAC Appreciation Gifts Distribution (Update from Katie)
   b. ESAC Webpage Updates
7. **New Business (open floor)**
   a. Open House at the Engineering Research Facility (Oct. 20 from 11 a.m. to 1 p.m)
   b. ENGR Career Fairs Synopsis (# of Attendees, # of Employers, Virtual Attendance, etc.)

**Next meeting**
Thursday, November 18 @ 2:00 pm CST (Zoom)