Policy Review Committee Meeting  
Toy Lounge, Dey Hall  
Thursday, February 23, 2017  
10:00-11:30 am

Meeting’s Goals:  
• Approve Revised Policy Review Committee Charter Language  
• Establish Committee Processes for Policy Review  
• Review Steps for Transitioning Administrative and Departmental Policies  
• Understand Differences in University Policies, Standards and Procedures

1. Opening and Introductions (10 minutes)  
   10:00 – 10:10 am

2. Discussion Forum  
   10:10 – 11:30 am  
   a. Committee Processes (30 minutes)  
      i. Committee Charter  
      ii. Temporary and Permanent Platforms for Policy Review  
      iii. Policy Review Form  
      v. Glossary  
   b. Policy Management Priorities (30 minutes)  
      i. Transitioning Administrative Policies to University Policies  
      ii. Transitioning Departmental Policies to Unit Policies  
      iii. Policies in Process  
   c. Review Policy, Standards, and Procedure Distinctions (20 minutes)

3. Close  
   11:30 am

Next Policy Review Committee Meeting: Thursday, March 30th, 10 - 11:30 am