

PUBLIC NOTICE AND AGENDA

**Policy Library Committee
Monday, September 16, 2019, 1:00 p.m.
Altgeld Hall, Room 225
Northern Illinois University
DeKalb, Illinois**

- I. Call to Order
- II. Verification of Quorum
- III. Approval of Meeting Agenda
- IV. Approval of Minutes for August 19, 2019
- V. Public Comment
- VI. Consent Agenda
- VII. Unfinished Business
 - a. DoIT – Update on Their Process for Updating Policies
- VIII. New Business
 - a. Commercial Card Program Policy (P-Card)
 - b. International Travel Policy and Procedures
 - c. Change 30-day Comment Period
 - d. Review Policy Writing Template
- IX. Announcements
- X. Adjournment