

## Policy Council Timeline

### Quarterly Meetings

<b>What</b>	<b>When</b>
Deadline for submitting agenda items	7 working days prior to PC meeting
Documents will be available in google drive folder for council members to review prior to the meeting	1 week prior to PC meeting
Policies are posted for public comment	Tuesday after PC meeting
Policies go to the President for final approval	After 1 week review period

### Review by Email

<b>What</b>	<b>When</b>
Policies are sent to the Policy Council for review, posted for public comment, or go to the president for final approval (depending on the phase each individual policy is in)	Tuesdays
Feedback is due for policies that were sent to the listserv the previous Tuesday	Fridays

<b>Phase</b>	<b>Action</b>
1	Policies are sent to the Policy Council for review
2	Policies are posted for public comment
3	Policies go to the President for final approval

**Week 1**

**Week 2**

**Week 3**

