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**Policy Review Committee Minutes:**

**February 22nd, 2024, 1:00 to 2:00pm via Zoom**

**Policy Committee Attendance:**

**Present:**

Leslie Sparkman – YC Staff Association Representative

Frank D’Angelo – Director, Business Services/Control

Irina DelGenio – Dean, Verde Valley

Stacey Hilton – Dean for Instructional Support, Policy Committee Chair

Marnee Zazueta – Faculty Senate Representative

Jamie Oltersdorf – Coordinator/CHRO, Policy Committee Support

Pam Pierce – HR Policy Support, HR Voting Representative

Denise Woolsey – Faculty Representative

Jeanne Welch – Director of Finance and Operations, YC Foundation

**Absent:**

Tania Sheldahl – Associate Vice President of Student Affairs

Jeb Bevers – Faculty Representative

Kyle Olsen – Student Representative

Tanya Ghanni – Faculty Representative

**Agenda Items:**

* **Committee Actions:**
* Minutes, January 25th, 2024 – Approved
* Independent Study, 3.10 – Approved with the modifications
* Modifications:
* Add “more” before than
* Add “the College’s” between than & existing
* Add “is” between course & more
* Take out “to provide” and change it to “as”
* Motioned: Irina DelGenio
* Second: Leslie Sparkman
* **Discussion Items**
* No Discussion Items
* **Informational Only:**
* Leave Bank – Leslie Sparkman
* Move April meeting to the 18th
* Visit Charter
* Syllabus Development
* **Policy/Procedure Updates:**
* **Procedure Revisions:**
* No Procedure Revisions
* **Policy Change Proposals:**
* No Policy Change proposals submitted
* **Policies out for Public Review**
* No Policy out for Public Review
* **Policy Sunsets**
* No Policy Sunsets
* **Other information:**
* No other information

**Meeting Adjourned at 2:00pm**

**Motioned:** Denise Woolsey

**Second:** Leslie Sparkman

**Next Meeting: March 28th, 2024**