

**Policy Review Committee**  
**Agenda: August 26, 2021**  
**1:00 to 2:00 pm via Zoom**  
<https://yavapai.zoom.us/j/91702594409>

**Policy Committee Attendance:**

- ✓ Julie Galgano- *YC Staff Association President*
- ✓ Frank D'Angelo- *Director, Business Services/Controller*
- ✓ Jill Fitzgerald- *Faculty Senate President*
- ✓ Amy Stein- *Faculty Association Chair of College Standards (for Kathie Peterson)*
- ✓ Tania Sheldahl- *Associate Vice President, Dean for Student Development*
- ✓ Jennifer Riley- *Faculty Association Chair of Faculty Affairs*
- ✓ Emily Weinacker- *Chief Human Resources Officer, Policy Committee Chair*
- ✓ Jeanne Welch- *Director of Finance and Operations, YC Foundation*
- ✓ Scott Farnsworth- *Assoc. Vice President, Student Success, Dean SHPS (proxy submitted)*
- ✓ Stacey Hilton- *Dean for Instructional Support (proxy submitted)*

**Policy Recommendations for Approval:**

**Policy Revision: 2.08: College Holidays and Other Business Closures**

- ✓ Julie Galgano- *YC Staff Association President*
- ✓ Frank D'Angelo- *Director, Business Services/Controller*
- ✓ Jill Fitzgerald- *Faculty Senate President*
- ✓ Amy Stein- *Faculty Association Chair of College Standards*
- ✓ Tania Sheldahl- *Associate Vice President, Dean for Student Development*
- ✓ Jennifer Riley- *Faculty Association Chair of Faculty Affairs*
- ✓ Emily Weinacker- *Chief Human Resources Officer, Policy Committee Chair*
- ✓ Jeanne Welch- *Director of Finance and Operations, YC Foundation*
- ✓ Scott Farnsworth- *Assoc. Vice President, Student Success, Dean SHPS*
- ✓ Stacey Hilton- *Dean for Instructional Support*

**Committee Action:**

Need to determine if policy needs revision from a DEI lense. There are many religious practices that employees may appreciate holidays for rather than having to take persona leave. Perhaps some holidays could be generic or employee selected. Columbus Day should it be Native American Day? This concern will be shared with PETF and ELT. Recommend moving forward with additional language for 10 month employees if needed. Also, Stacey recommended that the academic calendar may determine when holiday falling on the weekend/Friday may need to be scheduled in the summer to avoid mulitple holidays on Monday/Thursday in an 8 week course offering.

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**Policy New: 4.XX Preferred or Chosen Name Policy**

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- ✓ Tania Sheldahl- *Associate Vice President, Dean for Student Development*
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- ✓ Emily Weinacker- *Chief Human Resources Officer, Policy Committee Chair*
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- ✓ Scott Farnsworth- *Assoc. Vice President, Student Success, Dean SHPS*
- ✓ Stacey Hilton- *Dean for Instructional Support*

**Committee Action:** No major concerns; recommend moving forward

**Policy 10/09: Smoking and Tobacco Use Policy (second review)**

- ✓ Julie Galgano- *YC Staff Association President*
- ✓ Frank D'Angelo- *Director, Business Services/Controller*
- ✓ Jill Fitzgerald- *Faculty Senate President*
- ✓ Amy Stein- *Faculty Association Chair of College Standards*
- ✓ Tania Sheldahl- *Associate Vice President, Dean for Student Development*
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- ✓ Stacey Hilton- *Dean for Instructional Support*

**Committee Action:** Recommend moving forward

**Policy Recommendations for Review (no vote):**

First Reading: None

**Discussion:**

Policy Process: Public Comment

Policy Project: Will be reviewing all policies this year

Policy Stat: New repository for policies to increase efficiency

**Next Meeting: September 16: 1:00 pm to 2:00 pm**

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**Note:** Items for minor revisions must be presented to ELT by Sept 13. Items with major revisions or new policies by August 30. (September 6 no ELT due to Labor Day)