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**Policy Review Committee Agenda:**

**January 25th, 2024, 1:00 to 2:00pm via Zoom**

**Policy Committee Attendance:**

* + Leslie Sparkman – YC Staff Association Representative
  + Frank D’Angelo – Director, Business Services/Control
  + Tania Sheldahl – Associate Vice President of Student Affairs
  + Irina DelGenio – Dean, Verde Valley
  + Stacey Hilton – Dean for Instructional Support, Policy Committee Chair
  + Marnee Zazueta – Faculty Senate Representative
  + Jeb Bevers – Faculty 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
  + Kyle Olsen – Student Representative

**Agenda Items:**

* **Committee Actions:**
* Minutes, December 14th, 2023 – Approved with changes in reference to Faculty Qualification (3.32)/ Procedure (3.32.01). This Policy/Procedure was not approved last meeting.
* Instructional Material (3.20) Feedback/Voting – Approved, Irena DelGenio motioned for approval, Jeb Bevers seconds. Policy will move on to College Council.
* **Discussion Items**
* Recent Minutes need to be updated on the website. Stacey Hilton will follow up with Jamie Oltersdorf.
* **Informational Only:**
* Curriculum (3.41) – updated format
* Faculty Qualification (3.32)/ Procedure 3.32.01- Faculty Senate Discussion – Will be discussed in Faculty Meeting tomorrow.
* Mailroom (7.05) – going to College Council
* Independent Study (3.10) – going out for feedback – Stacey Hilton will follow up with Jamie Oltersdorf.
* Severance of Employment Full-Time Faculty (2.36) & Grievance Resolution for Faculty (2.37) – Being looked at by Faculty Senate
* **Policy/Procedure Updates:**
* **Procedure Revisions:**
* No Procedure Revisions
* **Policy Change Proposals:**
* No Policy Change proposals submitted
* **Policies out for Public Review**
* Independent Study (3.10) – Will be sent out.
* **Policy Sunsets**
* No Policy Sunsets
* **Other information:**
* No other information

**Meeting Adjourned at 1:45pm**

**Next Meeting: February 22nd, 2024**