

**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**