

**Policy Review Committee Agenda:
February 23, 2023 1:00 to 2:00pm via Zoom**

Policy Committee Attendance:

- √ Leslie Sparkman- *YC Staff Association Representative*
- √ Frank D'Angelo- *Director, Business Services/Controller*
- √ Tania Sheldahl- *Associate Vice President of Student Affairs*
- X Pauline Reinsch- *Faculty Representative*
- √ Janet Nix - *Chief Human Resources Officer*
- √ Jeanne Welch- *Director of Finance and Operations, YC Foundation*
- √ Irina Del Genio- *Dean, Verde Valley*
- √ Stacey Hilton- *Dean for Instructional Support, Policy Committee Chair*
- X Marnee Zazueta – *Faculty Senate President*
- X Jeb Bevers- *Faculty Representative*
- √ Eliana Oberlander- *Student Representative, PTK Rep*
- √ Wyatt Brannock- *HR Coordinator, Policy Committee Support*
- √ Lisa Merrifield- *HR Policy Support – Interim HR Voting Rep*

Quorum reached with 7 of ten members

Agenda Items:

COMMITTEE ACTION:

- Minutes, January 26, 2023 Approval

Information on instructor office hours from previous minutes taken to Dr. Ryan. Policy stays as is. Conversation on continuing faculty from previous minutes taken to Dr Nix.

PRC approves minutes

COMMITTEE REPRESENTATIVES

- Chief Human Resource Office (CHRO) Dr. Janet Nix – Welcome
Beginning next meeting, Dr. Nix will take over as chair of the Policy Review Committee.

Yavapai College Council Agreement on Engagement

- **Be present and commit to the conversation**
- **Speak up and speak your truth**
- **Become comfortable with discomfort**
- **Keep Confidential Information Confidential**
- **Act with Civility**

DISCUSSION ITEMS:

POLICY UPDATES

Policy Change Proposals

- No Policy Change proposals submitted

Policies out for Public Review

- Feedback: Hazing Prevention, 10.03
- Feedback: Hazing Prevention Procedure, 10.03.01

Feedback is reviewed by PRC. CHRO Janet Nix will review the statute in regards to the policy content required by the State of Arizona. Will be brought back to next meeting for voting before College Council.

Policy Sunsets

- No Policy Sunsets
- Update on District Governing Policies
DGB updates their policies outside of the Policy Administration Cycle. They are only housed in PolicyStat.

OTHER BUSINESS

- Vote to approve Interim Policy – Employee Learning Excellence 2.05 to make the policy permanent, removing interim.
PRC Votes to approve making policy permanent.

Meeting Adjourned at 2:00pm
Next Meeting: March 23, 2023 at 1pm

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