

**Policy Review Committee Agenda:
December 8, 2022 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*
- √ Pauline Reinsch- *Faculty Representative*
- Vacant- *Chief Human Resources Officer*
- √ Jeanne Welch- *Director of Finance and Operations, YC Foundation*
- X Dean Holbrook- *Director, Sched & EC Partnership*
- √ Stacey Hilton- *Dean for Instructional Support, Policy Committee Chair*
- √ 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 seven of eleven members

Agenda Items:

DISCUSSION ITEMS

Minutes, November 2022 Approval

Notes

November Minutes Approved by PRC.

Policy Change Proposal

- Bereavement, policy 2.16

Notes

Policy is ready to enter the College Comment. Policy update will be sent out today, December 8th to begin College Comment. College Comment will end Monday, January 9th. PRC will review at January meeting.

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

POLICY UPDATES

Policies out for Public Review

- Employee Classification and Status, 2.01 feedback
Notes
- Update on Procedures for Employee Classification and Status, 2.01
 - Prorating Document
NotesProcedures have been approved and will be sent in Policy update to begin College Comment. College Comment will end Monday, January 9th. PRC will review at January meeting.

Sunset Policies

Notes

New Procedures

Notes

COMMITTEE ACTION

No committee action

Meeting Adjourned at 1:17pm
Next Meeting: January 26, 2023 at 1pm

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