Policy Review Committee Minutes:
March 24, 2022 1:00 to 2:00pm via Zoom

Policy Committee Attendance:

√ Julie Galgano- *YC Staff Association President*

√ Frank D'Angelo- *Director, Business Services/Controller*

X Monica Belknap- *Student Affairs Director, Student Conduct & Community Standards CARE Team and Title IX Coordinator*

X 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- *Dean for the Schools of Health and Wellness, Science and Engineering*

√ Stacey Hilton- *Dean for Instructional Support*

X Karen Palmer – *Co-Faculty Senate President*

√ Marnee Zazueta – *Co-Faculty Senate President*

☐ Open- *Faculty Association Chair of College Standards*

☐ Open- *Student*

√ Wyatt Brannock- *HR Support Specialist, policy Committee Support*

Agenda Items:

Policies to Review:

3.28: Determining Credit Hours (see attached policy update) and attached comments.

Friday is the last day for public input

Group reviewed 5 public comments in regards to 3.28

Procedure will be added to policy in the future in "procedures that relate to policy" section

Stacey Hilton will take the lead in putting procedure into PolicyStat

Group discussed placement of procedures, in regards to if they would or would not be published on website.

Dr. Weinacker demonstrated in policy stat finding where policies and procedures relate to policies.

Group discussed comment by Marylou Mercado in regards to credit hours for the nursing program.

3.28 will be added to May 6th College Council agenda, to be reviewed again by PRC at April 28th meeting

<mark>Due to feedback, PRC recommendation is for the policy to be returned to Dr. Ryan for feedback to be addressed.</mark>

10.02: Alcohol on Campus (discussion)

Committee Action:

Change is cosmetic
Added Sedona Center to wording
Added sentence that ties policy to values
Intent of policy has not change
Formatting changed to meet new template
Changes will be communicated in a policy newsflash communication
Will be communicated as "administrative changes"

Policy Committee Procedures:

Impact Statement
Dr. Weinacker displayed the University Policy Impact and Tracking Statement form
This form is for when someone would like to make a change to a policy
This can be done ahead of time rather than creating a whole policy draft, in case of situations
where the policy change may be completely denied
Scott Farnsworth suggested a spot for "endorser/sponsor" should be on form to show who
supports and is recommending this change
Next step is for a draft of the Impact Statement to be made based on PRC recommendation to be
taken to ELT

Voting Results
Discussion took place on whether or not individual voting should take place or just for the
"committee" to vote
Group agrees to begin reporting votes as a committee vote, rather than individual votes
PRC agrees that individual votes will not be documented
Votes will be reported as a "simple majority"

Policy Progress:

3.13: College Council March
Will be discussed at April 28th PRC meeting

**10.15: Interim Policy has been approved with new name: Policy Administration and is
posted**
Will be discussed at April 28th PRC meeting

Meeting Adjourned at 2:00pm