

Minutes for November 12, 2019

**12:30 to 1:30 p.m., 6-144**

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| **VOICES** |
| X | Loralyn Isomura – Appointed by CSEA 262 |  | Ralph Jagodka – Appointed by Faculty Association |
|  | Gabby Sesma – Appointed by Classified Senate  |  | Ruben Flores – Appointed by CSEA 651(Co-chair) |
| X | Lianne Greenlee – POD Director | X | Melissa Cone – Appointed by Confidentials (Co-chair) |
|  | Vacant – Appointed by Academic Senate | X | Desiree Marquez – Appointed by Management Steering |
|  | Julie Laverty – Appointed by the President |  |  |
|  |  |  | Guest:  |

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| **ITEM**  | **DISCUSSION** | **OUTCOME** |
| Minutes | Review September minutes | September minutes were reviewed today, but approval will be tabled for the next meeting to allow for quorum.  |
| Way to Go, Joe! | Ruben to work with Printing Services to select next recipient for delivery in December | Tabled for next meeting. |
| College Champion Awards | Nominees that were not selected will receive a shout out | Melissa will add 2019 College Champion nominees (who did not receive the award) to the Shout out smartsheet for recognition as a College Champion nominee. |
| Shout Out | Outstanding shout outs to be distributed VOICES website to be updated |  |
| November Shout Out Email and recap | Lianne previously suggested to send a recap of “Way to Go, Joe!” recipients around November to give “thanks” and provide a reminder that individual Shout-Outs can be sent. | Melissa will send out the Shout out reminder early next week.For future first time Shout-Outs recipients, the committee agreed that the gift bag is not necessary. It will be easier to transport and will save time and money during preparation. |
| Membership Changes | Welcome Desiree Marquez, who has been appointed by Management Steering to serve on VOICES Committee.  | Still awaiting response from Academic Senate. Ruben emailed Chisa again on 11/12/19 to follow up.  |
| Projects/Events Timeline | The next event VOICES will participate in is Valentine’s DayMelissa and Lianne provided an overview of the VOICES participation for the Valentine’s event. The Valentine’s event is hosted by CSEA, but VOICES is usually invited to staff a table, where staff are invited to send a Valentine’s gram to others as a Shout out. | Melissa to ask Eva about VOICES participation in the past. Desiree will advise if she is available to take the lead on this event. Lianne to review budget to determine if POD paid for candy.  |
| Halloween Event Recap | Lianne shared the winners for the Halloween event. Previously committee agreed to use VOICES funding to provide lunch as an award for winners of the Halloween event. The committee is considering hosting a luncheon at Café 91. The date is tentative, but Melissa will reach out to the winners.  | For the group submissions, the winners were:For 1st Place – Facilities Planning & Management with Elton John’s Rocketman2nd Place – Adult Basic Education with Yo Ho, Yo Ho, and ABE life for me3rd Place – Health Careers Resource Center with HCRC LoteriaFor the individual submissions, the winners were:1st Place – Lesley Johnson with Yo Ho, Yo Ho, an ABE life for me!2nd Place - Hector Rivas with Prince3rd Place – Esther Hernandez with Your favorite Congresswoman #AOC**For future Halloween event communication, emails will all come from the VOICES committee email.**  |
| Website Updates | 1. Past SHOUT OUT recipients
2. College Champion Award Page – Add awards, recipient names and photos for past years
3. Minutes
4. Photos
 | Melissa to ask Eva for historical minutes |
| 2019-20 Meeting Dates & Times | Confirmed 2nd Tuesday of each month, 12:30-1:30pm, 6-144 (POD Innovation Room)Outlook invites sent to committee |  |
| **Next Meeting** | **TENTATIVELY: Tuesday, December 10, 2019 – 12:30-1:30 pm – 6-144 (POD Innovation Room)** |

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| TOPICS FOR FUTURE MEETINGS |
|  | Website |
|  | Repository |
|  | Award listing – descriptions of each award to be added |