

Minutes for April 12, 2022

**12:30 to 1:30 p.m., Zoom Meeting**

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| **VOICES** |
| X | Loralyn Isomura – Appointed by CSEA 262 | X | Ann Walker – Appointed by Faculty Association |
|  | Vacant – Appointed by Classified Senate  |  | Vacant – Appointed by CSEA 651(Co-chair) |
| X | Lizette Henderson – Acting Assistant Director, POD | X | Melissa Cone – Appointed by Confidentials (Co-chair) |
|  | Vacant – Appointed by Academic Senate |  | Desiree Marquez – Appointed by Management Steering |
| X | Julie Laverty – Appointed by the President |  |  |
|  |  |  | Guest:  |

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| **ITEM**  | **DISCUSSION** | **OUTCOME** |
| Introductions | Welcome new committee members: Ann & Lizette | Welcoming two new committee members to our team:  Lizette Henderson, Acting Assistant Director, POD Ann Walker, Department Chair, Sign Language and Interpreting Department – appointed by Faculty Association |
| Minutes | Review March minutes | Will hold for review at May meeting. |
| Way to Go, Joe! | * Recipient: Event Services
* Coordinate with Marketing for Newsroom article and photo
 | Loralyn confirmed that Event Services will be notified and she will coordinate getting a group photo with Marketing for Newsroom article.  |
| Shout Out | May Shout Out* Theme
* Date – first week of May (Tue/Wed morning)
 | Melissa will connect with Desiree and Loralyn to send out next shout-out in May. |
| Employee Engagement for 2022 | * Recap of Night Shift Thank you!
	+ Morning Delivery (Loralyn)
	+ Evening Delivery (Melissa)
	+ Highlights
	+ Future suggestions
	+ Newsroom article?
 | Delivered Panera to the custodial, grounds, maintenance and warehouse teams on Friday 4/8.Friday was a good day for it because the graveyard shift starts at 6pm and could receive a hot meal.Staff were very appreciative! Future suggestions* Consider holidays for next year (Easter, Ramadan, etc.)
* For food: order fewer vegetarian or pescatarian choices lots of veggie and tuna leftover sandwiches

Melissa will coordinate with Marketing to see if we can have a Newsroom article done to highlight the event.  |
| Committee Membership | Current vacancies and follow-up with constituent groups for replacements* Classified Senate - Loralyn
* Academic Senate - Julie
* CSEA 651 – Melissa
 | Committee members will continue to follow up. Ann will reach out to faculty/counselors to share information about VOICES.  |
| VOICES Committee Member Projects & Events Timeline | Review and assign duties Discuss new opportunities for employee recognition and engagement  | Held for next meeting. |
| Website Update | MinutesPhotos from Night Shift Thank you | Julie will make these updates.  |
| 2021-22 Meeting Dates & Times | Confirmed 2nd Tuesday of each month, 12:30-1:30pmOutlook invites sent to committee |  |
| **Next Meeting** | **TENTATIVELY: Tuesday, May 10, 2022 – 12:30-1:30 pm – Zoom Meeting**  |

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| TOPICS FOR FUTURE MEETINGS |
|  | Website |
|  | Repository |
|  | Award listing – descriptions of each award to be added |
|  | Use of Mt. SAC Social Media, Marquee, and tv screens across campus as additional outreach  |