

Minutes for August 10, 2021

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

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

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| **ITEM** | **DISCUSSION** | **OUTCOME** |
| Minutes | Review July minutes | Melissa motioned to approve, Lianne seconded, minutes approved by acclamation. |
| Way to Go, Joe! | Current Recipient: Risk Management  Next delivery due: September 2021  Discuss process for next recipient | Ruben will reach out to Risk Management to see if they have a department they would like to nominate. If not, VOICES Committee will work together to make nominations. |
| Shout Out | Summer Shout Outs   * 29 shout outs received * Send certificates week of 8/10 | Certificates have been prepared and will be sent out to recipients this week.  Smartsheet status to be updated once complete. |
| 2020-21 Goals Check-in | Committee website up-to-date   * Minutes * Shout-Out Recipients * Review committee goals | Updates to be made to include additional shout-out recipients. |
| Return to Campus | * Yard Signs update * Social media activity | Will continue to leave signs posted. Received one post on Instagram, will continue to check. Have received positive feedback from employees about welcome signs. |
| College Champion Awards | * Dr. Scroggins reviewing nominations * Announcement to be made * Awards to be engraved * President’s Breakfast * September Board Meeting presentation | * 51 nominations were received and are being reviewed. * Announcement will likely be sent via email, will also include note to congratulate all those who were nominated and list their names. * Melissa will check with President’s Office regarding breakfast and September Board meeting presentation. * Ruben has reached out to Art Morales for support with name plaques for awards once winners are announced. |
| End of Year VOICES Email | Email Announcement congratulating all employees recognized throughout the year:   * Shout Outs * Way to Go Joe * College Champion Award Recipients and Nominees | VOICES will also include nominees’ names in the end-of-year recap email. |
| Committee Membership | Working with Academic Senate & Faculty Association to find replacements | Co-chairs have reached out to Academic Senate and Faculty Association and will follow up to see if it is possible to send out an announcement letting faculty know there are opportunities to serve on the VOICES committee. |
| 2019-20 Meeting Dates & Times | Confirmed 2nd Tuesday of each month, 12:30-1:30pm  Outlook invites sent to committee | Add Halloween Event to the next agenda for discussion |
| **Next Meeting** | **TENTATIVELY: Tuesday, September 14, 2021 – 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 |
|  | Night Shift Thank You’s - once we are back on campus |