

Minutes for October 9, 2024

**11:00 a.m. to 12:00 p.m., Zoom Meeting**

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| **VOICES** | | | |
| X | Loralyn Isomura – Appointed by CSEA 262 | X | Michael Harper – Appointed by Faculty Association |
|  | John Lewallen – Appointed by Classified Senate | X | Betty Reyna – Appointed by CSEA 651 |
|  | Lizette Henderson – Acting Assistant Director, POD (Co-Chair) | X | Melissa Cone – Appointed by Confidentials (Co-Chair) |
|  | Maribel Gonzalez – Appointed by Academic Senate | X | Desiree Marquez – Appointed by Management Steering |
| X | Ruben Flores – Member-at-Large |  |  |

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| **ITEM** | **DISCUSSION** | **OUTCOME** |
| Minutes | Review September minutes | Will be approved at November meeting. |
| Committee Membership | Welcome to Michael & Betty! | Discussion item. |
| Ode to You Award | * Next Recipient * Award delivery * Request posting in Newsroom | Event Services was awarded and had their photo taken and posted in Newsroom. Melissa will update Website to add them as a recipient in the appropriate section. |
| Recognition | * College Champion Awards   + Emails for Nominees | Mike volunteered to support with the mail merge. |
| Shout Outs | * Creating certificates and emailing: Maribel (cert. creation) & Ruben (delivery) | Melissa will send to Maribel and Ruben for compilation and distribution. |
| Employee Engagement Events | Halloween   * Thursday, 10/31 * Student Center * 12:30-1:30pm * 2 volunteers to table and pass out? | Betty and Ruben volunteered to support the day of. Melissa will put together the treats for the table to be distributed. |
| Annual Review of College Committees Planning Memo for 2024-25 | Review & Update:   * Committee Goals and Progress Report (Due 11/22/24) | Review and made edits to columns 1 and 2 and will send to the president’s office for review by PAC. |
| Website Update | * Update Minutes * Update Shout Outs | Melissa will make these updates. |
| **Next Meeting** | **Wednesday, November 13, 2024 – 11:00am-12:00pm – 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 |