

Minutes for February 8, 2021

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

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

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| **ITEM** | **DISCUSSION** | **OUTCOME** |
| Minutes | Review October minutes | Motioned by Melissa, seconded by Julie, minutes approved by acclamation. |
| Way to Go, Joe! | * Student Health Services to select recipient * Announce recipient * Coordinate with Marketing for Newsroom article and photo | Loralyn will reach out to Health Services to request nomination. |
| Shout Out | Theme - Valentine’s Day   * Date * Message Content | Loralyn – message  Desiree – graphic  To be sent out 2/14/22 |
| Employee Engagement for 2022 | * Ideas for employees * Yard Signs * Social media | Special treat for custodial services and grounds? as a thank you for all the work they have been doing related to COVID with limited staffing. Desiree to reach out to Ruben/Ken McAlpin for number of staff and then discuss what type of food item or treat. Ideas: Sodexo sandwiches (individually wrapped), donuts, cupcakes |
| “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 | 2021 Recap – content by Melissa, to be combined with Valentine’s “Share the Love” shout out and campus announcement email |
| Committee Membership | Current vacancies and follow-up with constituent groups for replacements | Contact various groups:   * Classified Senate - Loralyn * Academic Senate - Julie * Faculty Association – Julie * CSEA 651 – Melissa |
| 2021-22 Meeting Dates & Times | Confirmed 2nd Tuesday of each month, 12:30-1:30pm  Outlook invites sent to committee |  |
| **Next Meeting** | **TENTATIVELY: Tuesday, March 8, 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 |
|  | Night Shift Thank You’s - once we are back on campus |