

Minutes for March 10, 2020

**12:30 to 1:30 p.m., 4-2460**

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| **VOICES** |
| X | Loralyn Isomura – Appointed by CSEA 262 | X | Ralph Jagodka – Appointed by Faculty Association |
| X | Gabby Sesma – Appointed by Classified Senate  | X | Ruben Flores – Appointed by CSEA 651(Co-chair) |
|  | Lianne Greenlee – POD 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 February minutes | Motion to approve by Ralph, seconded by Ruben. Minutes applied by acclamation. |
| Way to Go, Joe! | Email with survey was sent to Warehouse staff.  | Awaiting response. |
| Shout Out | Campus wide announcement went out about Classified Senate Valentine celebration. Encouraged staff to fill out Valentine grams.Shout outs ready for distribution | Distribution pending campus reopening. |
| Membership Changes | Vacancy – Academic Senate(Ruben emailed Chisa - 3/9/20) | No membership update from AS. Julie will make an announcement at the AS meeting this Thursday. |
| Projects/Events Timeline | Recap of Valentine’s Day EventFebruary 11, 2-3pm in Founders Hall | Lots of interest in Shout-Out candy grams. 150 made (with 50 made on the spot by Desiree). Desiree has great ideas for next year and volunteered to take lead for next year. More signage, including instructions, use directory right away.  |
| Website Updates | February Shout Out RecipientsMonthly Update to add minutes | Melissa will update Shout outs on website. |
| Night Shift Thank You’s | Need list employees/faculty with shift differential Tootsie roll thank you giftsName labelsDistribution plan  | Committee decided on the Tootsie Roll bag.Julie and Melissa will work together to pull the list of recipients. Lianne will arrange ordering the bags.Labels will have recipients’ names, location, and “from VOICES” |
| Future Event(s) | Celebration of Excellence - Friday, May 29 from 10am-3pm in Founders HallInvitationList of AttendeesTime of eventTreats | Melissa requested and confirmed with John that Invitations can be done by Marketing.Melissa put in reservation for space, including tables and chairs. Julie volunteered to be in charge of decorations. |
| 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, April 14, 2020 – 12:30-1:30 pm – 4-2460**  |

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