

Minutes for May 11, 2021

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

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

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| **ITEM** | **DISCUSSION** | **OUTCOME** |
| Minutes | Review April minutes | Ralph motioned to approve, Francesca seconded, minutes approved by acclamation. |
| Way to Go, Joe! | Current status  To-do’s | Discussed the following recipients:  HBRC  Risk Management  Email will be sent to all committee members for other suggestions and final voting. |
| Shout Out | Compile & send out | Desiree created the certificates and Melissa will send out. |
| 2020-21 Goals Check-in | Committee website up-to-date   * Minutes * Photos * 2020 College Champion Award recipients | Website is currently up to date. |
| Gifts/Promotional Items | Employee Appreciation Day – Mask giveaway   * Second batch mailed * Address undelivered masks | Received some emails for masks that were never received and also some duplicate requests.  We responded to all letting employees know that we would only be sending 1 mask/employee.  Committee agreed to send out another mask to those who never received and Lianne confirmed that POD can help with this distribution.  Committee also agreed that we will not send another announcement but will do one final mailing and close out project end of May. |
| Return to Campus | Posting of Yard Signs   * Date * Locations on campus * Marquee posting on Temple Ave. | Suggestion to add hashtag and send an email encouraging staff to take photos with the signs around campus.  Reyna will reach out to marketing for their input.  Melissa will get specs for Temple marquee so that Desiree/Loralyn can create graphic.  Lianne will check with POD to see if all signs have been received.  Ruben will help to display around campus by July 1. |
| Coming Soon | College Champion Awards (June 2021) | Confirmed with President’s Office that College Champion Awards will still be announced at Flex Day and distributed at September 2021 board meeting as usual.  Melissa to work with Jeffrey George on smartsheet and website updates for nominations.  Nominations will be open from 6/1-6/25, with announcements being sent out on 6/1 and 6/21.  This will allow time to extend nominations for another week or two if needed. |
| 2019-20 Meeting Dates & Times | Confirmed 2nd Tuesday of each month, 12:30-1:30pm  Outlook invites sent to committee |  |
| **Next Meeting** | **TENTATIVELY: Tuesday, June 8, 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 |