

Minutes for September 10, 2019

**12:30 to 1:30 p.m., 6-144**

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| **VOICES** | | | |
| X | Loralyn Isomura – Appointed by CSEA 262 |  | Ralph Jagodka – Appointed by Faculty Association |
| X | Gabby Sesma – 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) |
|  | Vacant – Appointed by Academic Senate |  | Vacant – Appointed by Management Steering |
| X | Julie Laverty – Appointed by the President |  |  |
|  |  |  | Guest: |

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| **ITEM** | **DISCUSSION** | **OUTCOME** |
| Minutes | Review August minutes | Motion to approve minutes by Ruben, seconded by Lianne. Minutes approved by acclamation. |
| Way to Go Joe | Vet Tech Program has chosen printing services. Vet Tech Program will provide an award statement to provide to Ruben for Printing Services. Ruben will coordinate with Printing Services to present the award. | Lianne suggested to send a recap of “Way to Go, Joe!” recipients around November to give “thanks” and provide a reminder that individual Shout-Outs can be sent. |
| College Champion Awards | Winners were announced at CPD and Fall Flex Day. Trophies will be presented at September Board meeting on Wednesday, September 11. Melissa received confirmation that the campus photographer, Robert Bledsoe, is present at all Board meetings. | Julie and Melissa attended Board meeting to present the College Champion trophies to the awardees. Recipients for Burning Bright (Zak Gallegos and Ned Weidner) and Torch Bearer (AQ Leadership Team) were in attendance. Eternal Flame recipient (Sue Long) was not able to attend but was still recognized. All other nominees that were not selected will receive a shout out. |
| Shout Outs | Ruben and Gabby staffed the VOICES table for CPD Day and Flex Day. Ruben advised that the location of the table did not make it feasible for attendees to check out the table. Julie suggested to have Shout-Out flyers available for the morning session of Flex Day and CPD Day. Shout Out recommendations can then be dropped off as faculty and staff are in line to get food. | With the suggestions, the committee has now agreed to send the shout outs reminder emails in August/September (for back to school), then again in November (if time permits for POD staff), then again January and March as agreed in prior meetings. |
| Membership Changes | Awaiting response from Academic Senate as well as Management. | Still awaiting responses from Academic Senate and Management |
| Projects/Events Timeline | The next event VOICES will participate in is Halloween. | Lianne will request assistance from Eric Turner and Jeff George to assist with the website and photography for the Halloween contest.  The committee agreed to use VOICES funding to provide lunch as an award for winners of the Halloween event. |
| 2019-20 PFM with Membership changes | The committee reviewed current purpose and function, and committee goals.  The committee suggested to change goal #4 to reflect current activities. Lianne suggested goal #4 to be “continue implementation of on-going events and activities.” Goal #5 will be added stating “Increase visibility through e-mail and other communication channels.” | With minor edit to goal #4 and addition of goal #5, Lianne moved to approve the P&F and G, seconded by Julie. P&F and G approved by acclamation. |
| 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, October 8, 2019 – 12:30-1:30 pm – 6-144 (POD Innovation Room)** | |

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