

Minutes for September 8, 2020

**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 |  | Melissa Cone – Appointed by Confidentials (Co-chair) |
| X | Francesca Rinaldi – 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 August minutes | Ralph motioned to approve, Julie seconded, minutes approved by acclamation. |
| Way to Go, Joe! | Update | Skilled craft passed along to purchasing dept. Article is live in Newsroom. |
| Shout Out | August Announcement: Back to School Shout Out   * Flex Day * CPD Day * Email Announcement – Shout out | Slides were presented at both events. Email announcement sent out campus wide for shout out.  35 shout outs came in after the announcement. Desiree/Ruben will work on getting them sent out. |
| Membership Changes | Classified Senate appoints Reyna Casas | Welcome, Reyna! Melissa shared VOICES Projects, Roles and Timelines document with Reyna. |
| Upcoming Activities/Events | **College Champion Awards Update:**   1. Virtual breakfast - Friday, August 21 at 7:15 a.m. 2. Yard sign plan 3. Trophies | Hugo Aguilera – Burning Bright  FCLT – Burning Bright  Daniel Cantrell – Torch Bearer  Craig Petersen – Eternal Flame  Loralyn worked with vendor to obtain yard signs for College Champion Award recipients.  Ruben to pick up (1) yard sign from Loralyn. Remaining to be mailed out.  Trophies have been received by Ruben. Engraved plaques to be placed and delivered/sent out to recipients. |
| Website Updates | Turbulent Shout Out Recipients - Complete  April - June minutes – Complete  Access to VOICES page? Publishers? | Lianne/Julie to check which members have access to update VOICES page.  College Champion Award recipients to be added. Photo at later date after board meeting. |
| Night Shift Thank You’s | Need list employees/faculty with shift differential   * Status of employee list (Lianne) * Faculty list (Melissa)   Tootsie roll thank you gifts   * Order status (Lianne)   Name labels   * Include recipients’ names, office location, and “from VOICES”   Distribution plan   * Postpone? | **DISTRIBUTION OF GOODIE BAGS - ON HOLD**  Loralyn suggested mailing a certificate of appreciation to home addresses but on hold for now due to shift in schedules for some employees from night to day shift. |
| Future Event(s) | Update – Halloween Contest/Event  Proposed categories   * Individual costume * Pet * Jack-o-lantern * Spooky work station * Door decoration   Software to accommodate the voting aspect. | Lianne gave recap about what was discussed amongst the Halloween contest task force.  VOICES is in full support of event.  Julie mentioned additional categories:  Best family costume  Best FRAMILY photo  Julie, Motion to support funding for software. Ralph seconded, approved by acclamation.  Committee comfortable with Halloween task force(Lianne,Reyna,Ruben) speaking on behalf of VOICES as questions/decisions need to be addressed. |
| 2019-20 Meeting Dates & Times | Confirmed 2nd Tuesday of each month, 12:30-1:30pm  Outlook invites sent to committee |  |
| **Next Meeting** | **TENTATIVELY: Tuesday, October 13, 2020 – 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 |