

Minutes for January 9, 2023

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

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| **VOICES** |
|  | Loralyn Isomura – Appointed by CSEA 262 | X | Ann Walker – Appointed by Faculty Association |
|  | Vacant – Appointed by Classified Senate  |  | Ignacio Flores – Appointed by CSEA 651(Co-chair) |
| X | Lizette Henderson – Acting Assistant Director, POD | X | Melissa Cone – Appointed by Confidentials (Co-chair) |
| X | Maribel Gonzalez – Appointed by Academic Senate | X | Desiree Marquez – Appointed by Management Steering |
|  | Derek Dokter – Member-at-Large |  |  |
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| **ITEM**  | **DISCUSSION** | **OUTCOME** |
| Minutes | Review November minutes | Held for next meeting. |
| Recognition | ODE TO YOU: **Information Technology Department*** Award Delivery
* Photo
* Campus Announcement
* Next delivery in January
 | Loralyn delivered the award and certificate. Trophy will be transferred from department to department on a quarterly basis. She will check-in with IT for next recipient and we will pass to next department by January 22, 2024.  |
| Halloween Shout Outs | Shout Outs (9) certificates to be created and sent. | Melissa will send out. |
| January Shout Outs | * Next delivery date
* Theme: Start the New Year with a Shout-Out
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| Winter Employee Engagement | Date: Wednesday, January 10thTime: 12:30-1:30pm* What: Winter/Blizzard theme with snowflakes that say, “We Appreciate You!” and VOICES team members will walk across campus and deliver to as many employees as possible.
* VOICES Volunteers:
* Delivery Locations:
* Supplies/Reimbursement for Ann
 | Snowflakes will be delivered across campus by Ann, Maribel, Desiree, Melissa, Lizette.  |
| “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 | Melissa will work to add this as a webpage to the VOICES website. |
| Upcoming Events | Classified Senate Valentine’s DayDate: Time: Event Details: | Melissa will find out details and send via email. |
| Committee Membership | Current vacancies and follow-up with constituent groups for replacements | Melissa will contact various groups with vacancies to find replacement committee members.* Classified Senate
* CSEA 651
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| Website Update | MinutesShout OutsPurpose and Function Statement  | Updates will be made after the next meeting VOICES meeting once November and January minutes have been approved. |
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| **Next Meeting** | **Tuesday, February, 2023 – 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  |