

Minutes for December 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 November minutes | Motion to approve by Ralph, seconded by Francesca. November minutes approved by acclamation. |
| Way to Go, Joe! | Discuss next recipient of WTGJNext Steps- Update  | Next recipient is Faculty Center for Learning Technology (FCLT).Ruben informed Purchasing Department that VOICES would choose the next recipient.Ruben is now working on getting the announcement to Marketing to display in the next Newsroom announcement. |
| Shout Out | Fall AnnouncementsEnd of the year announcement | Consider sending an end of the year announcement showcasing the WTGJ winners and shout out recipients for 2020.  |
| Website Updates | Review/Update list of shout-out recipients Review/Update photos & names of college champions | Need to update minutes.Need to update photos and winners. |
| 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.  |
| 2019-20 Meeting Dates & Times | Confirmed 2nd Tuesday of each month, 12:30-1:30pmOutlook invites sent to committee |  |
| **Next Meeting** | **TENTATIVELY: Tuesday, January 12, 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  |