



VOICES

Valuing Opinions/Opportunities & Identifying and Communicating Employee Successes

Agenda/Group Memory for May 30, 2012

1:00 to 2:00 p.m., Founders Hall Dining Room

ATTENDANCE					
X	Maria Cetina – Human Resources		Jim Jenkins – Humanities/Social Sciences	X	Rondell Schroeder – Fiscal Services
X	Jill Dolan – Marketing & Public Affairs		Marchelle Nairne-Proulx – ESL/Community Ed.		
	Wanda Fulbright Dennis – Counseling	X	Darma Paden – Career Placement		CSEA 262 (vacant)
X	Lance Heard – Public Services	X	Ralph Jagodka		CSEA 651 (vacant)

ITEM	DISCUSSION	OUTCOME
Review of Minutes		<i>Minutes Approved</i>
President's Award	<p>Update -Sculpture – The Art Department has accepted the task of creating a sculpture for the CC award. Carolyn and Craig will be our point of contact. We had discussion about how our group will pick a design and how we would pick a material. It was recommended that we have Carolyn and Craig come to a future VOICES meeting to present their ideas. It also was suggested to narrow down to the best of 4 drawings for Dr. Scroggins to select.</p> <p>-Nominations – It was reported that survey monkey wasn't reliable. It was suggested that we move the nomination form to a campus server. So far we have 3 nominations. (Two Burning Bright & one Eternal Flame.)</p> <p>-Advertising award – We discussed different ways to market the awards, such as, targeting groups and announcement at Management team meeting.</p>	<p><i>Rondell will call Carolyn to invite to June or July meeting.</i></p> <p><i>Ralph volunteered to create the new links for each award by Monday, June 4th.</i></p> <p><i>Rondell will ensure Mark changes link on VOICES website.</i></p> <p><i>Jill will send out announcements to management and send out a campus announcement about our new links by Tuesday, June 5th.</i></p>
Gathering campus award programs Project	We had discussion about gathering all the awards on campus and providing a link on our website.	<i>Homework: Each team member to come up with a list of awards they know about on campus. Tip: Try using the search tool on the Mt. SAC website. Deadline: June 20th</i>
Any new ideas for summer?	<p>Here are some of the ideas for summer:</p> <p>Creating a survey "What kind of future recognition programs would you like to see at Mt. SAC?" or "What do you value the most?" to use in the fall.</p> <p>Producing a video using clips from interviewing students, staff and management. (Maybe we could ask other groups or committees to help us, making it a combined effort) We need to consider the costs of closed</p>	

ITEM	DISCUSSION	OUTCOME
	captioning video. <ul style="list-style-type: none"> • Can be shown at opening meeting • Graduation 	
Old business	Reimbursement for frames and Thank you cards	<i>Maria received reimbursement. Maria will give final frames to winners by Friday, June 1st. Jill will make sure departments have thank you cards by June 20th.</i>
<u>NEW - Next Meeting</u>	The 3 rd Wednesday every month @ 1pm to 2pm Need to book room	<i>Rondell will reserve rooms for new meeting dates.</i>

ISSUE BIN (For further discussion at a later time)

	"What's What & Who's Who at Mt. SAC" publication recommendations (Rondell Schroeder)
	Creating a time capsule