



Minutes from 12/9/21 Meeting

- 1) Thank you Justin Bradshaw for helping to organize the toy donations that EOPS/CARE/CalWorks needed for their students! That is what Canyons Cares is all about and I know they were appreciative and surprised with all the toys!
- 2) Joanna followed up with Dr. Ruys in regards to whether we can purchase gift cards for students who provide feedback to us or help us in general. Good news! She has about 200 Barnes and Noble gift cards (\$50 each) that we can distribute to students and it wouldn't come out of our budget allocation. She will see what the process is to obtain them.
- 3) Marilyn was able to process the IT request for Canyons Cares to have a shorter URL. It will now be www.canyons.edu/cares This will make it easier to advertise and encourage students/staff to find out more info about this group.
- 4) With being in a hybrid format, Joanna thought it would be a good idea for Canyons Cares to have a Zoom background. This can help when making presentations across the district or when participating in various committees. There can be an increased awareness of all the work that is being done. The group agreed one should be created. Yarely said she can work on getting that completed.
- 5) It was brought up at a prior meeting, that Canyons Cares should host a Quarterly meeting, where classified staff can be invited to get an

introduction on what the purpose of the group is and be put into breakout rooms to help us with figuring out what our projects for the Spring semester should be. It will also help with recruitment of new members.

-This is also an opportunity for staff to freely express what inequities there may be across both campuses in a safe space that is more intimate.

-It was decided that it will take place February 24 from 3-4pm Online. The incentive to attend is to get a Canyons Cares t-shirt.

-Lisette will create a Google form to keep track of the staff member name as well as their size. From there, they can pick up their t-shirts or get it delivered to their office.

- Instead of having one person present about Canyons Cares to attendees, a promotional video should be made. It can be fun with a Full House introduction of all the members along with pictures/short text of the mission statement, upcoming projects and accomplishments. Maria said she will reach out to Joe to see if he is interested in helping out with this.

6) Upcoming Projects

- a) The Campus Life and Student Engagement Department distributed almost 150 Cougar Care packages to students in preparation for Finals Week. Students were very grateful and it was nice to see some online students come to campus to get one. Thank you Sarah and Maria for helping out with it!
- b) Banners- The banner at the Valencia Campus is now hanging in front of the Student Center, so definitely check that out if you already have not. The banner at CCC will be hung next week. The foam boards will be put up during the first week of January. The group decided to have them hung on the wall between the Financial Aid/Admissions Office, TLC, Library, ASG Lab, Career Services, Counseling, and the Student Support Center. The foam boards at CCC have already been hanging up in the student spaces.
- c) T-shirts/polos-The polos and t-shirts have safely arrived for any classified or confidential staff member who would like one. It was decided these will be given to those who choose to participate in the

Quarterly Meeting in February. This will make it more of an incentive to attend it.

- d) Tablecloths-There will be a need for tablecloths for Welcome Week since the plan is to have a Canyons Cares table at each campus. It will show unity and clearly distinguish the group to students and staff. The order for 2 tablecloths is currently underway.
- e) Spring 2022 Welcome Week update-It will mirror a similar format from the Fall 2021 semester with some minor changes. It will take place 1 day at each campus during the Feb. 14-17th week. Valencia will have clubs and departments available for students to stop by and Canyon Country will only have campus departments. The plan is to have Power 106 play music at both campuses. Canyons Cares could have a digital wheel where students can hear about Canyons Cares and they can spin to win either a t-shirt or Barnes & Noble gift card. Still in the planning phases especially with COVID.
- f) There was much discussion about encouraging a culture of positive acts and digital kudos was brought up as a way to recognize those who are contributing to this.
 - A monitor recognizing Classified staff members once a month to be put in Canyons Hall was another idea brought up.
 - Another idea was an email chain where staff members have to keep it going, otherwise it gets broken.
 - Mendocino College has a digital kudos form where staff can commend each other on a kind act. It was brought up that maybe we can have this and at the end of the year, all the kind messages/words can be put on a mural to display on campus.