

COMMUNITY VOLUNTEERS FOR INTERNATIONAL PROGRAMS (CVIP)

June 8, 2011

President David Horner **convened** the meeting at 9:30 am.

Present: Peggy Arbanas, Mary Barrett, Stacey Bieler, Carol Bryson, Fred Fritz, David Horner, Iris Horner, Cheryl Highstreet, Erika Larsen, Nicole Namy, Jo Pamment, Barb Sawyer-Koch, Dottie Schmidt, and Christine Van Nada.

Announcements –Thanks to **OISS** for providing refreshments. David circulated a sign-up list with the following responses:

- August: Fred Fritz
- September: Office/PR- Pat & Stacey
- October: OISS
- November: Leadership – Cheryl & Iris
- December: Global Festival
- January: Scholarship
- February: Lending Center
- March: Every Tuesday
- May: Everyone
- June: Still open

Agenda Review

MINUTES from May 2011 approved. *3rd draft sent out 6-6-11.*

TREASURER’S REPORT: May 2011

Accounts at MSU Federal Credit Union

Savings Account

5-01-11 Balance Forward	1277.49
5-31-11 Dividend	<u>.27</u>
5-31-11 Ending Balance	1277.76

Percentage yield: .25% from May 1, 2011 through May 31, 2011

International Friendship Program Account

5-01-11 Balance Forward	475.00
5-17-11 Check to Karnes for IF Award	-25.00
5-31-11 Ending Balance	450.00

Checking Account	5-01-11 Balance Forward	1041.85
	5-31-11 Ending Balance	1041.85

Expenses paid by OISS on CVIP’s behalf – May 2011

No report yet.

Verbal report submitted on 6-08-11; Submitted electronically 6-14-11

Dottie Schmidt

INFORMATIONAL ITEMS:

- Barbara Sawyer-Koch reported on the needs for more hosts for Iraqi Fulbright group – June 29 – September 3. Please contact Barbara ASAP if you or anyone you know is interested.
- 50th Anniversary Celebration: We are gathering pictures for different aspects of the 50th Anniversary. We are making a three board wide timeline showing activities for each decade and a PowerPoint presentation that will show the various programs that CVIP does. We need YOUR pictures - the best 3-8 for each program. If you can date them (even approximately) that will be very helpful. If you will sort and choose we can spend our time putting the projects together.

PLEASE send them by email or drop them off at my home by JUNE 15: 545 Elizabeth Street, East Lansing (corner of Elizabeth and Bailey). Call if you have questions: 332-0464.

- The present staff is effective; we want to ensure that coverage continues into the fall term. Please contact Pat Barrett or Iris Horner for scheduling information.
- Nicole reported that help is needed for New Student Orientation Resource Day, Monday the 22nd and the International Family Event Friday, August 26th– she will send out the particular needs and times as they develop. The CVIP Display Board was replaced; Christine will examine the arrangement and suggest any changes.
- The logo is still a work in progress.
- 501 c 3 Status

ACTION ITEMS:

- Timing for CVIP annual retreat – Suggestion for late January 2012
- The Board is meeting August 8th because of the extra activity generated by the 50th celebration.
- Please send in your May volunteer hours to Dottie Schmidt.
- David requested one person volunteer to coordinate new student orientation CVIP volunteers. No takers.
- Growing out of the Lending Center report, discussion centered on the management of volunteers. Peggy mentioned a book recently reviewed in the 6/5 LSJ on this topic.

PROGRAM REPORTS

Every Tuesday: Every Tuesday tested the idea of an MSU garden visit in May. No internationals attended, except Nana Sulistyowati, who came by to say good-bye but did not accompany us to the gardens due to an ill child. Unless we receive indication that there is a demand for programmed summer events, we conclude that sticking to the Fall/Spring semester schedule is the best use of our resources. *Submitted electronically 6/7/11.*

Christine Van Nada, ET co-chair

Home Visits: *No Report*

Lisa Homeniuk

Global Festival: Our first planning meeting for the 2011 festival was held on May 23.
Please note: 2011 Festival will be Sunday, November 13!

Brief review of 2010 Festival was made and changes that will need to be made were discussed. For example **Children's Game** area needs a new location out of the high traffic area. Nicole expects more student group exhibits so we will need more space and will look into the possibility of using the 3rd floor.

The WGS committee in the past few months has already organized the returned boxes of goods that did not sell. Work is progressing toward collecting new donations in the fall.

We expect to collect information from attendees with a survey. It will likely be taken at the Welcome Tables this year with help from volunteer students.

We made a list of tasks that need to be completed before September. In September we expect to be meeting every second week to make sure we are meeting the deadlines.

Volunteer May Hours:

Coordinator: 20 hours

WGS: 3 volunteers sorting items, 138 hours

Total: 150 hours

Submitted electronically 6/7/11.

Peggy Arbanas

International Friendship Program: No formal activity occurred during the month of May. *Submitted electronically 6/7/11.*

Pam Sievers

Lending Center: the Center lost one worker this spring. One worker is coming back from China, and one new volunteer is starting. While the Center is closed for the summer, Erika has been keeping appointment. Donations from Communication Arts are down, but they are helping with a poster. *Verbal Report submitted 6-08-1.*

Erika Larson

Scholarship Program: *No Report*

Lillian Kumata

Speakers Bureau: [Activities since the May 11 CVIP Board Meeting:](#)

[**May 16:** Imam Wahyudi Karimulla, Dwi Yuliantoro, and Bella from Indonesia; Xi He and Junshan Yuan from China; Husam Abdulrahman from Libya; and Walid Fakhouri from Jordan participated in the International Picnic at Whitehills Elementary School.](#)

[**May 20:** Walid Fakhouri and Husam Abdulrahman participated in the International Night at Montessori Radmoor School in Okemos.](#)

[**June 1:** Husam Abdulrahman gave a presentation about Libya to an enthusiastic group at Allen Senior Center.](#)

[**Eight students have volunteered to be available for other requests we receive during Summer Semester.**](#) *Submitted electronically 6/6/11.*

Carol Towl & Kathy Bossen, co-chairs, & Mitsuko Marx, Nicole Namy, Liaisons to OISS

COMMITTEE REPORTS

Executive Committee: *No Report.*

David Horner

Leadership: *No Report.*

Iris Horner

Membership: *No Report*

Pat Barrett

Office: *No Report*

Pat Barrett

Website: *No Report*

Pat Barrett

Public Relations: *No Report*

Stacey Bieler

Visioning: CVIP Visioning Committee Meeting – Minutes - May 12, 2011, 7:30 a.m.

Attendees: Barbara Sawyer-Koch, Daria Shamrova, David Horner, Deanna Richeson, Mike Van Egeren, Nicole Namy, Pam Sievers, Peter Briggs.

Peter Briggs Update: 2011-12 enrollment of 1150 international freshman. Of the 800 from China, 400 are provisionally admitted. Highest need: Community contacts to provide a welcome environment and language support. The CVIP International Friendship Program, in coordination with ELC would seem best approach.

Other suggestions:

- Individualized attention upon their arrival at MSU (and possibly an email welcome prior to arrival?)
- Given challenge of finding 400 families, foster/coordinate group events, ideally with community organizations and corporations involvement & support. Coordinate with the OISS calendar of events that links into events already planned in community.
- Good partner department might be the TESOL program. What are all the formal opportunities to learn English?
- IFP is planning a fall get-together for returning families. Given that people volunteer differently, coming to an event sounds fun with out having a large commitment to having a student in the home. Could serve as a mini-recruitment fair for new IFP families.
- Consider requesting MSUFCU/other corporations to host a tailgating party in conjunction with football game. (Note: MSUFCU is also being asked to help underwrite CVIP 50th anniversary event on October 2.)

Social Networking opportunities

CVIP does not currently have a social networking presence; Ideal: set up a Facebook site or other online community and invite all international students to join. Use that to relay information on events.

Including pictures and photo on Face book could help larger community get sense of the online community and engage their participation.

Question: How do we begin to set up our own system and making it attractive to international students?

- Nicole suggested investigating social networking tools that populate information for both students and community and be sure CVIP name/mission is explained
- Include notice of and invitations to events

- OISS will start a blog in the fall to connect to the greater community. Also using Study Abroad, GECP, and TESOL to volunteer for orientation.

Asset Mapping

- Need to finalize asset mapping process. (List of names submitted to date attached to Minutes)
- Contact Project Explore to identify students to participate in focus groups (Project Explore attempts to gain insight from international students about the experience they are having at MSU.)
- Prima Civitas (Tremaine and his intern) are reviewing and adding to asset map; coordinate with their efforts.

Focus Groups

Outstanding issues:

- composition of focus groups
 - Consider sorting on the basis of certain topics or specialties
 - Alternative: Break down into: community, students, and industry (corporations).
 - An important component: creating diversity within groups to allow participants to take themselves out of their roles and think on a broader scale. Gathering feedback without excluding groups is important; have a rep from other groups.
 - Corp groups would focus on holistic student and community needs
- creating a process for focus groups
- keeping people engaged
- assure we get the student perspectives
- setting a timeline

Global Michigan and CVIP

- When and how to involve Global Michigan?
- Peter sees CVIP is a model that can be used within Global Michigan.
- Tremaine and Deanna also sit on the organizations committees and can be a great bridge
- Noted that some states count their international students as an export. Education is seen as an industry or commodity and folding it into the strategy, e.g., New York State has statewide campaign I “heart” NY and branded it around university, others are Illinois, Oregon
- Pure Michigan campaign could do something similar.
- US as a whole does not have a strategy to see education as an export.

Student Needs Analysis

- Given CVIP Mission, there is a need for an updated student needs analysis of returning and incoming student primary needs.
- Similar survey completed in 2008 through OISS.
- Inventory was done with I-Graduates but the missing piece from the survey was that making friends with Americans.
- Ask whether I students want to engage with American communities and/or American students

Opportunities for I Students through Volunteerism

- Volunteerism can be seen as a tool to connect with the community.
- Interest of Service Learning Center (Karen Casey, Director) as partners to grow and connect students to opportunities within the community.
- Barb tested idea of possible SLC-assigned "learning & social buddy" volunteer option for SLC students she mentored in 2011; unanimous support for the idea
- David noted an SLC program in Hubbard Hall focused on a language buddy system that could grow and bring native speakers together, especially provisionally accepted students (400 noted above)
- Barb will meet with Karen Casey to discuss possibilities, recognizing professors of credit courses will need to be consulted as well

Community Needs Assessment/Outreach

- Should there be a community needs assessment to determine individual, corporate and organizational interests in engaging in the global community?
- For community-should it be seen as a needs assessment or as a way to reach new audiences
- Develop a K-12 strategy
 - Red Cedar and other schools routinely requesting international speakers
 - Consider focused Speaker's Bureau group of Chinese students to teach some Chinese words and alphabet
 - Determine level of interest of other youth-related organizations, e.g., YMCA day camps, church groups
- Pam offered to convene a group of child-focused non-profit organizations to acquaint them with CVIP programs to expand their global perspective
- David suggested linking with the Language studies programs (linguistics department and Residential Colleges) and incentivize by mentioning we'll host food but they create cultural enrichment programs

Action Items:

Focus group implementation: Who is willing to try and develop? Agreed we need all CVIP activists support and input, with the Facilitator role being crucial

- Sarah Bannon has taken a new job and has limited availability. (Note update below)
- Deanna volunteered to offer support.
- Need to coordinate with Prima Civitas re additions to Asset Map
- David and Barb to arrange meeting with Sarah Bannon (include Peter & Nicole, if possible).

Meeting adjourned at approximately 9:35 a.m.

Post-Meeting Update:

Barb spoke with Sarah Bannon regarding her willingness to serve as the Focus Group facilitator. Her new job with the Guidance Center for Wayne County will, for the next 4 months at least, allow her to be available on Wednesdays only. She is willing to help facilitate the Focus Groups and recommended the following:

- Conduct a General Survey, using a tool like Survey Monkey. Anticipate a 10% response rate

- Do a sampling of focus groups/mapped assets with a sample size sufficient to encourage feedback
- Target the focus topics to students; faculty/administration; and corporate (and community individuals and organizations, I presume)
- Consider interviewing 10-15 individuals
- Submit report to Visioning Committee
- Conduct a Town Hall meeting re the "state of the organization," perhaps tied in with the 50th anniversary program (not sure if she meant concurrent with Oct 2 event or conducted prior to and reported out at the event)
- Conduct Focus group initiatives this summer (Sarah will be fully engaged in new job by September and probably unavailable to facilitate.) *Submitted electronically 6-7-11.*

Barb Sawyer-Koch

ADJUNCT REPORTS

Church Women United: *No Report.*

Marion Chapman

A+ English Language School/Okemos Adult Education, English as a Second Language, ABE and GED: Our program will be remaining in the same location in the Wesley Foundation.

We currently have summer school through the end of June, and then classes will begin again in September. Registration will be the week of August 29th. *Submitted electronically 6/7/11.*

Jo Pamment

CVIP Alumni: *No Report*

Mary Barrett and Ann McCall

International Spouse Connection: *No Report.*

Cheryl Highstreet

OISS Report/ ISP Dean's Office: *No Report*

Nicole Namy

VETP Report: *No Report*

Dottie Schmidt

UPCOMING EVENTS

June 16 – OISS Ice Cream Social, International Center, 4:00 pm

July 14 – OISS Ice Cream Social, International Center, 4:00 pm

August 3 - Executive Committee 9:30 am

August 9 – Volunteer orientation meeting 5:30 pm

July 10 – Iraqi potluck at Potter Park from 12 to 4:00 pm – Tiger's Pavilion.

August 10 - Board meeting 9:30 am

August 16 - Lending Center opens

August 18 - Move in date for new international students

August 22 - Resource Fair – Breslin Center

September 2nd - first home football game and Iraqi scholars depart

September 7 - Executive Committee

September 14 - Board Meeting

September TBD - Retreat

October 2 - Community celebration of CVIP's 50th anniversary 3:00 - 5:00 pm

October 5 – Executive Committee
October 12 - Board meeting
November 2 – Executive Committee
November 9 - Board meeting
November 13 – Global Festival
December 2 – Executive Committee
December 9 - Board meeting

Meeting adjourned at 10:56 am.

Respectfully submitted,
Fred Fritz –Secretary

EDUCATIONAL PROGRAM - 11:00 am

Peter Briggs, Director of the Office for International Students and Scholars.

Fall 2011 – While this past year (fall 2010) was a banner year, this fall we anticipate an increase to 1200 new International 1st year students of which 800 are Chinese, 70% are business majors, and 60% are provisional status. This fits with the Chronicle article that Fred sent out earlier this week. We need to think how we serve them and deal with the issue of outsider/insider. How do we involve these students in our community? (Retention is 78% over four years.). Korean and Japanese numbers are dropping.

Graduate student enrollment is up slightly – the story is still increasing Chinese undergraduate growth and how will we help them connect with one another.

Challenges: With increasing numbers of business majors – will there be spaces in upper level business classes? How will a staff of 14 serve nearly 7,000 students? Provisional students are not connected a particular college – this leaves the students not connected. We are not completely sure what these 18-19 year olds want – we have some assumptions but these need to be somehow validated.

Libya – Note today's (6/8) LSJ article on MSU Libyan students. Though heroic efforts are being made locally (MSU and local immigration attorneys) the federal government has been silent. Peter is not positive about the future as MSU funding ceases July 1st. OISS has started a support fund in the interim.