



**COMMUNITY VOLUNTEERS FOR
INTERNATIONAL PROGRAMS**

Annual Report

July 1, 2016 – June 30, 2017

**Michigan State University
427 N Shaw Lane
Suite 300F
East Lansing, MI 48824**

CVIP Annual Report 2016 - 2017

President's Message

Rick Emerson

CVIP offers amazing opportunities to the Greater Lansing community to engage with the world on a personal level. Volunteers offer friendship to students from across the world and invite them to experience United States culture at the family level. I think the mid-west United States reputation for hospitality and friendship is well represented in our programs. In return, the volunteers are offered windows into world cultures that that are difficult to match and ultimately rewarding. As such, we all owe much to the legacy of CVIP, the volunteers who make the programs possible and the student participants who enrich our lives. To them I simply say thank-you for all you have done this year.

At the Annual Meeting, we recognized the following with CVIP Awards of Appreciation:

Katy Bahrami, CVIP Office and International Spouse Connection leadership
Starla Deitrich, Volunteer English Tutoring Program and CVIP Vice President
Jim Steadman, Home Visits
Bob Tobey, Volunteer English Tutoring Program and Home Visits
Cindy Walter, International Friendship Program

In addition, **Wendy Pope** received the Homer Higbee Award for CVIP Volunteers International Studies and Programs.

The CVIP annual Planning Retreat was held at Brody Complex on September 14, 2016. The focus of the morning was evaluation of the programs and in the afternoon recruiting strategies were explored. On April 23, 2017, a reception was held at the MSU Planetarium to recognize all CVIP volunteers. The reception was attended by 65 Volunteers as well as representatives from the CVIP Board and from the International Studies Program. The event was coordinated by **Susan Ventocilla**.

The greatest challenges for CVIP this year were in locating replacements for several of our program chairs and leaders. We successfully replaced the committee chairs for the International Spouse Connection, the Home Visits Program, and the Administrative Services Program. The Global Festival Gift Shop chair is still vacant at the time of this report. I would like to thank **Wendy Pope**, **Cheryl Highstreet**, **Jim Steadman** and **Pat Barrett** for their many years of leadership in these programs.

I am thankful for the continued support of **James Dorsett**, the director of the MSU office of International Students and Scholars (OISS). The OISS underwrote the expenses of the planning retreat as well as the volunteer recognition. In addition, much administrative support was provided through **Joy Shantz**, our liaison from OISS. Her attendance at our board meetings allowed our members to stay informed about issues at MSU and to coordinate our efforts with the OISS for maximum effectiveness.

Once again, I would like to express our appreciation to the University Lutheran Church for providing space for our Executive meetings, our Board Meetings and our Annual Spring Luncheon. We appreciate the hospitality of the entire staff led by Interim Pastor John Schleicher.

CVIP Annual Report 2016 - 2017

Finally, I wish to thank Dr. Kim Friesian and Susan Ventrocilla who served as a Board member at-large this year and Starla Dietrich who served as co-vice President. Your service was very much appreciated. Lisa Homeniuk will be staying with us as co-vice president.

The following includes brief snapshots of each CVIP program. The complete reports are in the following pages.

Home Visits conducted visitations on September 21, 2016 and April 26, 2017. The International Friendship Program matched over 60 international students with American friends during the year. The International Spouse Connection continues weekly with a steady group of 10 to 16 spouses. I-Speak international student speakers filled 36 speaking assignments this year. Seventeen Lending Center volunteers gave out more than 11,500 items this year. The World Gift Shop increased sales slightly and raised almost \$4600 for scholarships. The Lillian Kumata Scholarship Program gave 9 scholarships this year. The Volunteer English Tutoring Program had 95 volunteers serving as class leaders and conversation partners and attendance at the sessions exceeded 1300 international students during the year.

Home Visits Jim Stedman

Home visits were held for Okemos A+ English students and for VETP students on September 21, 2016 and April 26, 2017. The students wondered if every American lived in such large homes with only one family or a couple in so much space. The fall 2016 event had many changes over several weeks. Initially we had over 100 students sign up so I made a plea for additional Hosts and Drivers. The day of the event Karyn and I were frustrated and dismayed to only have between 20 to 25 students show up as scheduled. The morning of the April tour there was a small amount of confusion with some students and teachers arriving about the time they should have been at the Host Homes, but everything went well. We had several comments from hosts about what a great time they had and a driver who had great comments about a host.

September 2016

12 Hosts
22 Drivers
25 Students

April 2017

11 Hosts
9 Drivers
50+ Students

CVIP Annual Report 2016 - 2017

**Community Volunteers for International Programs (CVIP)
Revenue and Expenses
July 1, 2016 through June 30, 2017
David Horner, Treasurer**

Beginning Balance (7-1-2016)- MSUFCU	\$14,193.90
Additional Lending Center Funds (Oct-Nov 2016)	\$1,971.17

Revenue:

Contributions to CVIP Operation	\$125.00
Dividend	\$28.43
Scholarship Fund- balance	\$761.98
Donations	\$205.00
Yunker Books	\$594.52
Global Festival Gift Shop - CASH	\$4,561.80
Total Revenue	\$5,514.75

Expenses:

Lending Center	\$310.00
Operational	\$276.74
CVIP Scholarship Fund (MSU)	\$6,050.00
Total Expenses:	\$6,636.74

Excess Revenue **\$(1,121.99)**

Ending Balance (6-30-2017)- MSUFCU **\$15,043.08**

CVIP Expenses paid by OISS - July 2016-June 2017

Executive:		\$1,309.17
	Retreat	\$402.32
	Annual Luncheon Meeting	\$124.07
	Volunteer Reception	\$782.78
Friendship Program		\$268.68
*Global Festival		\$1,647.26
I-Speak		\$203.80
Spouse Program		\$146.15
Newsletter		\$1,437.51
Operations		\$304.69
Total expenses paid by OISS		\$5,317.26

*CVIP gratefully recognizes the \$2,500 contribution from MSUFCU toward the Global Festival

CVIP Annual Report 2016 - 2017

Global Festival Gift Shop Wendy Pope

Gengen Chan, Mona Brandou and I commenced our repacking and price checking in early May.

As usual, Pat Barrett helped with the letter to friends of CVIP soliciting donated items. This year we used ASAP Printing to print and mail these letters. This was done in mid October.

Work continued on pricing and packing of new donations throughout the fall and into November. We were fortunate to have help from Teruko Miyazaki and Tina Awokuse at this time.

We were back in the Lake Huron Room of the MSU Union this year. Once again Bernard designed a plan for the layout of tables, easels, etc. We met with Joy Shantz and Union staff a few times to discuss preparations for the Global Festival.

Carlos Fuentes was contacted to confirm dates and times for the transportation of our items. Dottie Schmidt arranged for community volunteers and Joy supplied students to help with the unpacking, displaying, selling of items, and their repacking at the end of the sale.

Friday November 11

I met with Carlos and his three helpers at the Lending Center at 10:30 am. The van was packed with 68 regular boxes, 12 other containers, and packing materials. Bernard, Gengen and staff from the Union were in the Lake Huron Room where the tables were arranged along with ten double-sided easels and a clothes rack. The tables were covered and skirted in readiness for Carlos' arrival at 11:30 am. Student and community volunteers unpacked and distributed items for display on tables, easels and clothing rack. Work was completed by 3:30 pm including adding packing materials, pens, paper, etc. for holding tables.

Sunday November 13

We arrived in the Lake Huron Room at 12:15 pm with extra bags and newspapers for packing. Other community and student volunteers arrived by 1 pm. Sales were busy but never overwhelming and remained so for about three hours. By 4:30 pm it was noticeably slower. At 6 pm the unsold items were repacked into boxes with help from student and community volunteers. We were done by 6:30 pm. Carlos arrived with helpers to return our unsold items to the truck and then to the Lending Center. Bernard and I were there to receive the 39 returned boxes plus other large items, pictures, etc. Many thanks are due to the volunteers and student helpers, and to Mona, Gengen, Dottie, Joy, David, Bernard, and to other CVIP members for their hard work. A final thank you letter was sent to donors with their list of donations for tax purposes.

The amount raised was about \$4,570, slightly up from last year.

International Friendship Program (IFP)
Larry Karnes

CVIP Annual Report 2016 - 2017

The International Friendship Program (IFP) had a successful 2016-2017 academic year. At the beginning of the fall semester, members of the IFP committee attended several university sponsored or related events to discuss the program. These included the international student resource fair, international graduate student resource fair, and international family resource fair.

IFP committee members reviewed all new students' and friends' applications. In-person interviews were conducted with each new student. New friends were interviewed by telephone, while returning friends were contacted by telephone or e-mail to update their information.

Two orientation meetings were held – in October and February – at which time more than 60 international students met the community friends with whom they were matched. The total number of students who applied to the program increased by approximately 30% from the previous year and all students were matched. The students' degree programs included Bachelor's, Master's, and Ph.D.'s, as well as Fulbright scholars. A total of 27 countries were represented, including Bangladesh, China, Denmark, Ecuador, Germany, Iran, Italy, Kenya, Lesotho, Malaysia, Nepal, Nigeria, Pakistan, Philippines, Russia, Rwanda, Saudi Arabia, South Africa, South Korea, Taiwan, Tanzania, Togo, Turkey, Vietnam, Zambia and Zimbabwe. In addition to the new students who were matched, we estimate that more than 100 returning students continued their friendships with community friends.

The IFP committee met several times during the year to plan for the application and matching process, as well as the orientation meetings. Minor changes were made to the on-line applications to facilitate the matching process. Documentation of the year's student and friend matches was filed in the CVIP office and the database was updated. Committee members and other CVIP volunteers surveyed past IFP "friends" to identify those who were ready to be matched with new students. Efforts also continued to attract new volunteers to the program.

International Spouse Connection

Donald R. Christenson

The International Spouse Connection continues to be an activity for spouses of International Students and Scholars associated with Michigan State University. It serves a need for personal and social connections. They gather every Friday at the Friendship House of Sever Drive in East Lansing. We are thankful to Rich Bearup, Friendship House Director and to the many churches and individuals who support the International Student Ministry (Friendship House).

Spouse leaders during the fall 2016 Semester included Desi Ritri Diana from Indonesia. In spring semester of 2017, Ruba Alfar from Jordan and Livia Do Val from Brazil assumed the leadership role. CVIP support by Mitsukio Marx and Barbara Toman is gratefully acknowledged.

Countries represented by participants include: Jordan, Brazil, China, Colombia, Japan, Germany, Italy, Indonesia and Korea.

Weekly programs served 10 to 16 participants. We heard about *Carnivale* in both Brazil and Italy. Mindy Emerson discussed *Navigating Local Education System* to a group of 18 attendees. Don Christenson discussed *American Indian Wars*. It became apparent the interest in such topics was not very keen. A field trip to Broad Museum was enjoyed by 8 individuals. Mitsukio Marx gave a demonstration of Japanese brush painting. At good time was had playing games at two sessions. Paula from Okemos Library lead the group in making bracelets. Two scheduled

CVIP Annual Report 2016 - 2017

outings were cancelled due to scheduling conflicts, namely they were held on Saturday and did not fit the Friday meeting time.

A Holiday program at Easter involved coloring Easter eggs and decorating cookies. On Valentines Day the group made valentines.

Our program will continue through the summer.

I SPEAK, International Speakers Program Carol Towl

During the past academic year, about 240 international volunteers - students, spouses, and visiting scholars – were informed about requests for speakers and opportunities to speak in the surrounding community by way of e-mail blasts, Facebook posts and personal contact. Of these, 36 volunteers were actually matched with 36 assignments, some to more than one assignment. Community groups hosted 25 of these assignments. Schools hosted 11 of the assignments, with multiple presenters at some events, but only 5 teacher-requesters involved.

This year we participated in two international fairs, providing students or scholars to staff culture tables from their home countries, one at Glencairn Elementary School, and one for a Girl Scout World Think Day event. Another group presentation that was well received was a panel discussion about acclimating to a new culture, led by Joy Shantz for the Delta Township Library Board. We will try to market this type of event to other Library Friends groups.

Our “regular clients” provided many of our requests again this year. Eight speakers presented on four occasions at the Alternative High School at the Eaton County Day Treatment Center in Charlotte. Nine presentations were hosted at the Allen Neighborhood Center in Lansing, where senior citizens gather for the Senior Discovery Program once each month. The International Interest Group of the MSU Community Club welcomed speakers at six of their regular monthly meetings. Five presenters participated in five presentations at Holt High School World Language Week. A new feature this year of the annual event at Holt was a day for students to learn a cultural skill. Jennifer Pippin of MSU’s Asian Study Center took two volunteers from China to provide a Chopstick Challenge and playing of a Chinese Character Card Game.

Finding international students, especially undergraduates, who are available in mid-day has proved to be challenging this year. In December, Rick Emerson, CVIP president, presented a program for the Lansing Kiwanis Club about CVIP’s mission and the opportunities we provide for volunteering. Stacey Bieler, CVIP past president, presented a similar program for the International Interest Group of the MSU Community Club in January. Other “alternative programs” for this group: In March, two Study Abroad participants showed a documentary their group had prepared about their summer studies in Belgium. In April, Amber Cordell and Takashi Iwasaki, OISS advisers to international students, told the group about the Global Spartan Leadership Program and took along two of the international participants to tell about their experiences participating in this pilot program.

Word of mouth seems the best tool for recruiting international volunteers. Again, we had great participation by Foreign Language Teaching Assistants this year as they shared information about speaking opportunities with each other. Volunteers from this group have more flexible schedules than undergraduates, but mid-day assignments are still sometimes challenging.

CVIP Annual Report 2016 - 2017

Continuing challenges: Contacting international volunteers is still a challenge. We recruit volunteers at orientation activities at the beginning of Fall Semester and at occasional Friday International Coffee Hours, with a few applications sent through our website. We rely heavily on e-mail communication and some telephoning to publicize, schedule and carry out individual assignments. The most recent trend is that e-mail has become less effective, because students use texting as their primary communication system! We'll continue to work on improving our recruiting, scheduling, communications and public relations systems, with an eye toward sustainability and succession. We need a stronger outreach to undergraduate volunteers. Face Book has not been as effective for our communications as we had hoped.

As in the past five years, we have scheduled one pizza party/ orientation session each semester with students sharing ideas about effective presentations and watching an experienced presenter in action. We have provided a sign-up chart with current speaker requests at these events, so the orientations have helped in recruiting and scheduling speakers for specific assignments, as well.

We thank Joy Shantz and her helpers in the OISS office for all their support of I SPEAK, especially for providing the pizza suppers each semester, and for preparing the certificates of appreciation for all speakers active during 2016-2017.

List of Volunteers: Karolina Achirri, Rebecca Baughan, Stacey Bieler, Chris and Ann Carl, Charles Curry, Starla Dietrich, Rick Emerson, Mary Hennessey, David Horner, Mitsuko & Bill Marx, Jennifer Pippin, Barbara Sawyer-Koch, Pam Sievers, Dottie Schmidt, Jim Stedman, Dorinda VanKempen, and Marge Weldon

CVIP Annual Report 2016 - 2017

Lending Center

Stacey Bieler, Barbara Sawyer Koch, and Marge Weldon

This has been a year of transition for the Lending Center. We began the year with three new Co-chairs, Stacey Bieler, Barbara Sawyer-Koch and Marge Weldon. We introduced ourselves to our seasoned volunteers with an evening of pie at Stacey's home. University Housing told us we would have another year in our current location at 1434F Spartan Village and promised a new location for the 2017 - 2018 school year.

Most of our Lending Center workers continued to volunteer this year. We said goodbye to John Alzubaydi, our long time lamp repair man, and welcomed Bill Durken, our new "lampman". We also welcomed new volunteers Cyndi Mark and Susan Ventocilla-Gailey. Thanks to all our faithful volunteers:

John Alzubaydi	Magelona Bollen	Stacey Bieler
Peggy Champion	Marion Cummings	Gengen Chan
Bill Durken	Carolyn Haines	Lois Lynch
Cyndi Mark	Sue McDonald	Sharon Neuner
Harsha Patel	Barbara Sawyer Koch	Susan Ventocilla-Gailey
Marge Weldon	Dottie West	

This year several organizations donated items to the Lending Center. Asbury United Methodist Church called to tell us about their rummage sale. We bought some items on the first day and picked up some items for free after the sale finished. Hidden Treasures gave us \$ certificate to buy items as well as an agreement that we could purchase items at half price on any day (instead of once a month). MSU faculty and staff, particularly Comm. Arts have donated many items including a \$100 Meijer gift card which we use to purchase lamp parts. CVIP members have also been very generous with donations.

We have been in contact with University Housing regarding the move to our new location (1622E and F) next to the new Spartan Village leasing office. On April 14, Chris King-Dye, Facilities Manager for University Housing loaned us Bob Hernandez, a truck, and a crew of 5 to load and move boxes from our old location to the new one. We had a dozen of our own volunteers packing boxes. Half of the Lending Center items and all of the Global Gift Shop boxes were moved. We will close on June 1, and spend June and July moving the rest of the Lending Center, putting up shelves, and preparing to open on Tuesday August 1, for the new school year. Since Stacey is joining her husband on sabbatical in the coming year we will only have two co-chairs.

CVIP Annual Report 2016 - 2017

Our numbers are down compared to previous years, which is not surprising due to the closing of large parts of Spartan Village. Each season is calculated from May1, through April 30.

	2016-2017	2015-2016	2014-2015
Hours worked	406.15	514	492.5
Items loaned	5,447	10,229	11,676
Lamps loaned	121	119	250
Lamps returned	33	97	166
Donors	84	91	155+
Total visits	559	907	1200
New visitors	150	225	261
Inactive	20	263	340
Volunteers	17	16	17
\$ donations	\$100	\$250	\$100

We began this year with \$2,129. Between lamp deposits and donations coming in and purchase of items and refund of deposits going out, we finished the year with \$2,000 in our MSUFCU sub account of CVIP.

Thank you to all the volunteers that helped us be able to serve the international students and scholars at MSU.

Lillian Kumata Scholarship Committee Dottie Schmidt and Peggy Arbanas

Lillian Kumata Scholarship Awards awarded for 2016-2017

Fall Semester 2016

Deepak Gunasekaran India PhD Electrical Engineering
Yanbo Shen China MS Statistics
Nga Nguyen Vietnam PhD Electrical Engineering
Yunjeong Choi Republic of Korea PhD Teacher Education
Vinicius Rodrigues Galdina Brazil BA Music/Jazz Studies

Spring Semester 2017

Bomi Eom Republic of Korea MA Human Resources/Labor Relations
Katy Bahrami Iran MA Arts and Cultural Management
Rabia Faizan Pakistan MA Environmental Design
Jiang Chang China PhD Human Geography

This year we received generous donations to the CVIP scholarship fund in memory of Cynthia Johnston and Lois Sollenberger. Their friends and families knew what a difference a tuition

CVIP Annual Report 2016 - 2017

scholarship could make to a spouse of an MSU student. These contributions from CVIP friends and the funds earned at the Global Festival will be used and appreciated by MSU internationals.

Fall Semester the scholarship committee interviewed 11 students for tuition help. For the first time students were able to apply online using the CVIP website. Committee members Dottie Schmidt, Peggy Arbanas were joined by Wendy Pope to interview these candidates for scholarship awards.

Students were very appreciative and several helped as volunteers at the November Global Festival. We were very pleased that 5 of the winners joined us for the Annual CVIP Spring luncheon and two students were able to bring spouses to meet CVIP members and join us for the luncheon too.

Scholarship Financial Report 2016-2017

Endowment Fund Account

Endowment Fund Balance June 30, 2015		\$50,000.00
Interest	\$6242.77	
Donations	\$6529.79	
Endowment Fund Balance June 30, 2017		\$62,772.56

Endowment Fund Interest Account

The amount reported in the 2015/2016 Annual Report is in error. Beginning again with:

Balance May 1, 2015		\$1,587.51
Interest earned	\$8615.43	
Transferred to Endowment Fund	\$6242.77	
Scholarships awarded	\$3750.00	
Balance June 30, 2017		\$210.24

CVIP Annual Report 2016 - 2017

MSU Lillian Kumata Fund	\$4,260.14
+ @ MSUFCU	<u>761.80</u>
Balance June 30 2016	\$5,021.94

Income:

Global Festival	\$4,581.80
Younkers Booklets	594.52
Contributions	1,615.00
MSUFCU interest	<u>.59</u>
	\$6,791.91

Expenses:

Scholarships	\$8,000.00
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Then:- \$5021.94 + \$6791.91 - \$8000 = \$3813.85

MSU Lillian Kumata Fund	\$3,740.14
+ @ MSUFCU	<u>73.71</u>
Balance June 30 2017	\$3,813.85

Volunteer English Tutorial Project (VTEP)

Mary Hennessey

VETP continues to grow and help MSU international students and scholars practice their English conversation skills.

This year 1368 people attended VETP classes. This number reflects the fact that many students drop in to multiple classes. A new evening class started in the spring semester, 2017.

A special class focusing on current events was held three times during the spring semester. "Behind the Headlines" was organized and facilitated by VETP tutors Emily Lawler and David Choi. The subjects included "Black Lives Matter", "History of Immigration in America" and "The American Education System". A total of 20 people attended these special classes.

We had 95 volunteer tutors. This includes undergraduates, graduate students, community members, and students in course TE 348 in the College of Education. These tutors were conversation partners and/or led conversation classes.

During the summer of 2016, VETP once again hosted a Summer Coffee Hour, with the support of the Office for International Students and Scholars.

In Fall 2016, VETP partnered with a class from the College of Education, TE348. 22 undergraduates from this class were paired with international students for conversation and cultural exchange.

Special events held included a Valentine's Day party and a meeting to learn about the Photovoice Project on the adaptation to MSU by international students and spouses.

Leadership Committee

CVIP Annual Report 2016 - 2017

The CVIP Leadership Committee's mission is to identify, recruit and help prepare future CVIP leaders. The Committee is also in charge of providing a slate of officers and chair positions to be approved at the Annual Meeting in May.

The Leadership Committee was chaired by Pam Sievers and members were Stacey Bieler, Peggy Arbanas, Barbara Sawyer-Koch, and Mary Hennessey. The Leadership Committee presented the following slate of Executive Board candidates at the Annual Meeting held on May 10, 2017 which was unanimously approved.

President - Rick Emerson

Secretary- Karyn Goven

Vice Presidents - Mary Hennessey,
Lisa Homeniuk

Treasurer - Bernard Pope

Administrative Services

Pat Barrett

The CVIP Administration Services Committee consists of four units: the CVIP Office, Membership, Website and Public Relations. Each unit has its own manager, and the committee is supervised by the Chair of Administrative Services, who serves as a member of the CVIP Executive Committee.

CVIP Office - Manager, Bernard Pope

The CVIP Office was staffed for approximately two hours per day, Monday to Friday during the MSU school year. From the middle of May to the end of August, the office was open only two days a week. Mail, email and telephone messages were answered and/or forwarded to the appropriate person. The Office also handled several mass mailings in cooperation with Membership, including two *CVIP Newsletters* and the World Gift Shop solicitation letters and thank you letters.

Regular office workers during the year were Katayoun Bahrami, Starla Dietrich, Kuga Mathialakan, Ou Ni, Bernard Pope, Sumaiya Sarker, Carol Towl, Marge Weldon and Pat Barrett. Ongoing projects included the organization of CVIP files and the computer archives. Bernard Pope spent significant time helping define procedures for recording gifts to the scholarship fund.

The Office was used as a meeting place for interviews by the Lillian Kumata Scholarship Program and the Leadership Committee and also for meetings of the CVIP Newsletter editorial team and the Website Committee.

Many thanks to all for their dedication in carrying out their office duties.

CVIP Annual Report 2016 - 2017

Fall Hours spent staffing the Office: 2.5 hours/week x 5 staff x 20 weeks	= 250 hours
Spring Hours spent staffing the Office: 2.5 hours/week x 5 staff x 20 weeks	= 250 hours
Summer Hours spent staffing the Office: 2 hours/week x 2 staff x 10 weeks	= 40 hours
Hours spent making name tags for the Global Festival:	= 6 hours
Total	= 546 hours

CVIP Membership - Manager, Ou Ni

Membership is charged with the responsibility for maintaining the CVIP membership list, which is kept on FileMaker Pro 12, a data base. The list includes members' names, addresses, occupations, land phone and cell phone numbers, email addresses, membership status and years of participation.

The membership list was used mainly for mailing the CVIP Newsletter and other mass mailings. An individual (or couple) is considered to be a member of CVIP if he/she has volunteered to participate in any of CVIP's various programs or has made a donation to CVIP or to the Lillian Kumata Scholarship Fund. In addition, a number of people in the MSU and greater Lansing communities have asked to receive the CVIP Newsletter or shown support and interest in our programs. They have been given "inactive" status, in hopes that they will become active members in the future.

As of May 2017, CVIP had approximately 929 members, as compared to 960 members in May 2016. (The exact number is difficult to determine because the report of members retiring from CVIP is not always up to date). Overall, there were fewer new members joining CVIP in 2016-2017 than in the previous year.

Hours spent by Membership staff:

Monitoring the CVIP email:	6 hours/month x 12 months = 72 hours
Handling volunteer applications:	4 hours/month x 12 months = 48 hours
Maintaining the Membership List:	8 hours/month x 10 months = 80 hours

Total = 200 hours

CVIP Website - Manager, Pat Barrett, Katy Bahrami and Marge Weldon

The CVIP Website (cvip.isp.msu.edu) has been in operation since July 2009. The website has become the most used means of receiving applications from prospective volunteers. It provides special online application forms for the International Friendship Program, the Volunteer English Tutoring Program, the Lillian Kumata Scholarship Program and the International Speakers Program (I SPEAK), as well as the more general Community Volunteers application form used by those who are interested in other CVIP programs.

In May 2015, the International Studies and Programs administration announced that all websites under the auspices of ISP would undergo a complete format revision. Ruby Bato and Pat Barrett did a preliminary audit of the contents of the CVIP website in September 2015. Since then, Pat Barrett and Katy Bahrami have been responsible for developing a completely revised CVIP website, which was launched just before Christmas 2016. In 2017, Katy Bahrami was

CVIP Annual Report 2016 - 2017

appointed as Co-Manager in charge of making changes and additions to the website; Co-Manager Marge Weldon is responsible for keeping the content of the website up to date.

Hours spent by Website staff:

Website maintenance	10 hours/month x 12 months	= 120 hrs
Website revision	12 hours x 2 persons x 6 months	= 144 hrs
Total		= 264 hours

CVIP Alumni Group

Mary Barrett and Ann McCall

The rationale for the CVIP Alumni Group has remained the same since it began in 2011: to keep retired committee and program chairs connected to CVIP and to their retired friends with whom they served for so many years. Despite their advanced age, many members of the Group still help in the World Gift Shop at the annual Global Festival. The Group meets twice a year, in October and April, at the Grand Traverse Pie Company in East Lansing, which features abundant free parking. We generally meet for lunch from 1:00 - 3:00 pm in the Orchard Room. Although the meetings are social in nature, we always try to have a speaker who brings us up to date on OISS activities and the general international scene.

The CVIP Alumni Group had its usual two meetings this past year. We averaged about 12-15 attendees per meeting. This year the Fall meeting was November 7, 2016 and the Spring meeting was April 25, 2017. The Group attendees paid for their own lunches, but we want to thank MSU OISS for treating each of us to a delicious serving of pie.