

**COMMUNITY VOLUNTEERS FOR INTERNATIONAL PROGRAMS
(CVIP)**

April 13, 2011

President David Horner **convened** the meeting.

Present: David Horner, Iris Horner, Pat Barrett, Mary Barrett, Carol Towl, Stacy Bieler, Fred Fritz, Christine Van Nada, Cheryl Highstreet, Erika Larsen, Kathy Bossen, Nicole Namy, Dasha Shamrova, Ann McCall, Peggy Arbanas, Bonnie Bankson, Barb Sawyer-Koch, Marion Chapman, & Dottie Schmidt. Guests: Mr. Chapman, Colleen Pero.

Introductions/Announcements –Thanks to OISS and Nicole for providing today’s refreshments.

EDUCATIONAL PROGRAM – Colleen Pero - Michigan Council on Citizen Diplomacy

Offered a delightful overview on a Lansing/East Lansing based volunteer hospitality program for international visitor groups to our community. Barb shared vignettes on visitors to our area. Program does not include overnight stays, but does include home hospitality. Groups visit schools, the legislature, businesses – a variety of venues. They are looking for hosts and drivers.

MINUTES from March 2011 approved.

TREASURER’S REPORT – April 2011

Accounts at MSU Federal Credit Union

Savings Account

3-01-11 Balance Forward	1276.96
3-31-11 Dividend	<u>.24</u>
3-31-11 Ending Balance	1276.96

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

International Friendship Program Account

3-01-11 Balance Forward	475.00
3-31-11 Ending Balance	475.00

Checking Account

3-01-11 Balance Forward	1061.85
3-31-11 Ending Balance	1061.85

Expenses paid by OISS on CVIP’s behalf – January, February, March 2011

Office

Computer access/web fees \$1.00/month	3.00
Telephone	43.79
Mail Processing	24.54

International Friendship

Computer access/web fees \$1.00/month	3.00
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Global Festival

Computer access/web fees \$1.00/month	3.00
U Haul rental fee for Global Festival	144.84
Robert Fuentes	
Speakers Bureau	
Computer access/web fees \$1.00/month	3.00
Orientation refreshments (2-17-11) Nicole	66.31
Advisory Committee refreshments (2-2-11)	106.10
Nicole	
Visioning Committee	
Refreshments (January) Nicole	40.15
January, February, March total	\$437.73
Fiscal year so far	\$3176.45

Dottie Schmidt

INFORMATIONAL ITEMS:

- CVIP received \$2,500.00 from MSU for our help with the 2010 Iraqi program.

ACTION ITEMS:

- Opportunity to help celebrate our 50th anniversary – Stacey Bieler passed out a sign up sheet.
- Annual Meeting – Christine Van Nada passed out a sign up sheet. Fred will be in Indianapolis so Dottie will Secretary Pro-Temp. Dave will need to get someone for invocation.
- Tracking CVIP Volunteer hours – Dottie Schmidt
CVIP office coverage – Pat Barrett

PROGRAM REPORTS

Every Tuesday: Every Tuesday finished up the spring semester with a whopping 31 participants at the final potluck. Volunteer Beth Jueckstock brought her children, who entertained everyone with a demonstration of Irish dance in full costume, and then taught some of the steps. They were wonderful, but Nana's two-year old stole the show as he attempted to follow the dance steps with everyone else.

This year's Every Tuesday ladies have become much more like a group of friends than a group of meeting attendees. Building on those friendships, this summer we will be experimenting with offering some unofficial ET gatherings, perhaps once a month. Many participants will be away for the summer, but many others have asked why we have to wait from April to September to meet again. First up in May will be a goodbye party for those leaving permanently, followed by a field trip to the MSU gardens.

One of the most moving moments at Every Tuesday came as a response to the earthquake disaster in Japan. Many of our ET friends are from Japan, including one who was visiting her parents in Yokohama when the earthquake struck. Thankfully, she and her family were unharmed, and our other Japanese friends brought reports that their own

families and friends were safe. However, feeling great concern for the suffering of their countrymen, they asked if they could bring a card for all of us to sign, as well as a donation box for any who wished to contribute. They would then send our collected well-wishes and contributions through the Japanese Consulate in Detroit. When we counted out the amount in the donation box they were appalled, protesting that it was too much. It took some persuading to help them see that, far from being burdened by their request, their ET friends felt glad to have this opportunity to show love and concern to the people of Japan. I can't think of a better picture of what Every Tuesday does: A far-off disaster becomes personal when it involves your friends, or the families and friends of your friends, and suddenly strangers on other side of the world are no longer "them", they are "us".

Christine Van Nada, ET co-chair

Home Visits: Twenty- eight CVIP members - 10 hosts, (3 host and driver), and 15 strictly drivers- participated in Home Visits on the morning of March 15, 2011. Four teachers, and 64 of the projected 74 students from the A+ English Language School participated in the activity. Each of the hosts had anywhere from three to 16 visitors in their home for approximately an hour and a half of home tours and conversation.

Once again, I pre selected the student groups by native language, gender balance, and English language skill level. The A+ English Language School provided printed name-tags for all of the student and CVIP participants.

Six of the twenty- eight volunteers were new to the CVIP Home Visits program. Five of the six had never participated in CVIP activities before, and afterwards said they would be happy to do it again.

CVIP participants included: Mitsuko Marx, Carol and Ken Parr, Ralph and Cynthia Johnston, Stacey Bieler, Karen Hudson, Jeff Lapinski, Mary Hennessey, Ann McCall, Pauline Adams, Christine VanAda, Shari Coulson, Kathleen Niemeyer, Renee Terrault, Linda Efaw, Becky Lesmez, Beth Jueckstock, Kathryn Kilpatrick, Sandy Gebber, Gale Gower, Dr. Alice Hamachek, Marion Chapman, Pat Barrett, Bonnie Ghavami, Dianne Syal, and Erin Boland. Thank you!

Thank you to Jo Pamment, Gigi Saunders, Cathe Hughes, Isolde Jamison, Ben Hassenger, Ingrid Ghari, and Mary Brown, from the A+ English Language School for their assistance in making this activity run smoothly.

As of May, I will be stepping down from the coordinator position. I look forward to working with my replacement(s) to make it a smooth transition.

Lisa Homeniuk

Global Festival: *No Report.*

Peggy Arbanas

International Friendship Program: One additional family/ student match was completed following the late February orientation. The committee also spent time brainstorming a fall activity for returning families, as well as using it to recruit new families. A decision is expected to be made in April, as well as establishing a fall orientation date.

A family was also identified to be recommended for recognition by CVIP. ***Pam Sievers & Midge Morrow***

Lending Center: The Lending Center is winding down for the year. We have only a few visitors each opening, but we have had enough donations to keep us busy during that time between students.

We are looking forward to the luncheon in May because we want to recognize all work put in by "Jennifer New and Crew at MSU" from the Dept. of Communication Arts and Science. They collected and donated 10 van loads of stuff for the Lending Center last year and plan to collect for us again this year. ***Erika Larson***

Scholarship Program: E mail notifying the international students of the CVIP scholarship application due date has been sent from OISS. The deadline for Fall semester 2011 application is April 15 with interviews to be held on April 29.

Carol Bryson will be chairing the Scholarship Committee in the fall. Christine Van Nada will be a new member of the committee and Lois Sollenberger and Lillian Kumata will be available as needed. The four of us plan to meet after the April 15 deadline to review the applications and discuss the committee responsibilities and procedures.

Fall term 2010 and Spring term 2011 scholarship recipients will be invited to the Spring luncheon. ***Lillian Kumata***

Speakers Bureau:

February 16: Requests for international speakers continue to come in as MSU's Spring Semester nears its completion.

March 16: Hyun-Seung Kwak from South Korea gave a presentation for the International Interest Group of the MSU Community Club – well received!

March 21: Binyu Wang from China gave presentations for kindergarteners and second graders at Wilcox Elementary School in Holt. Thanks are in order to Kathy Bossen who helped Binyu plan age-appropriate activities.

March 21, 23 and 24, Holt High School World Language Week: Speakers Bureau provided MSU International speakers from the Netherlands, Germany, India and South Korea for one-hour presentations at this annual event planned by Karen Holman-Cervera of Holt High School. Yuwares Malila of Thailand also provided a performance of Thai classical dance, explaining the intricate moves and the extensive preparation needed. Karen posted a video of this performance on YouTube. Here is a link, if you'd like to view the dance:

http://www.youtube.com/user/sracervera?feature=mhum#p/u/7/6iJev_Cg6qY

March 22: Carol Byson and Carol Towl drove five MSU international students to Wilcox Elementary School in Holt. These students had been recruited by Sue Seyfarth through LATTICE, and we filled in when her drivers were unavailable at the last minute.

April 6: Erwin Alles from the Netherlands gave a presentation to a group of about 20 enthusiastic of senior citizens at Allen Neighborhood Center.

A year-end appreciation dinner is being planned for all international students who made presentations this year, as well as transportation providers, during the first week in May. *Carol Towl & Kathy Bossen, co-chairs, & Mitsuko Marx, Nicole Namy & Dasha Shamrova, Liaisons to OISS*

COMMITTEE REPORTS

Executive Committee: *No Report.*

David Horner

Leadership:

CVIP Nominations

President	David Horner
VP	Pam Sievers
Secretary	Fred Fritz
Treasurer	Dottie Schmidt
Past Pres	Cheryl Hightstreet

PROGRAMS

Every Tuesday	Shawn Gallagher, Sarah Phillips, Christine Van Nada,
IFP	Susan Russick, Pam Sievers, Bonnie Bankson Midge Morrow, Wendy Sylvester-Rowan, Cindy Walter
Global Festival Co-chairs	Peggy Arbanas, Lisa Homeniuk and Nicole Namy
Gift Shop Pricing/setup	Gengen Chan, Pat Mukerjee, Mona Brandou
Home Visits	Erin Boland
Lending Center	Erika Nwanko Larson
Scholarship	Carol Bryson and Christine Van Nada
Speakers Bureau	Carol Towl and Kathy Bossen

CVIP Alumni Council	Mary Barrett and Ann McCall
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Administrative Services (office, public relations, Membership and website manager).	Pat Barrett Stacey Bieler
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Iris Horner

Membership: CVIP membership stands at about 870 families and individuals. The updating of the master list is on-going, so please continue to send Pat Barrett any changes in your program membership. Thanks!

Pat Barrett

Office: Bill Eubank retired from the position of Office Manager at the end of March and has traveled to China to pursue a new career there. Pat Barrett was appointed to replace him. A number of volunteers have signed up to staff the office, including Carol Towl, Pam Sievers, Barbara Sawyer-Koch and Christine Van Nada. An introduction to the office will be given to each of these volunteers in the near future, to acquaint them with the procedures for handling phone messages, U.S. mail and email. *Pat Barrett*

Website: Work on the CVIP website has been limited to a few changes on the program and application pages. In the next month, we predict more activity involving the addition of some new pages dealing with current volunteer opportunities and human interest articles submitted by our program volunteers.

Please continue to inform the website manager (Pat Barrett) of any changes you wish to make to your program's web pages. Remember that new pictures added to your web pages can do a lot to make them more interesting and timely. Thank you!

Pat Barrett

Public Relations: *No Report.*

Stacey Bieler

Visioning: March 23, 2011

Attendees: Barbara Sawyer-Koch, Christine Zhou, Dan Redford, Daria Shamrova, David Horner, Deanna Richeson, Fred Fritz, Mike Van Egeren, Nicole Namy, Pam Sievers, Pat Barrett, Peter Briggs, Ruslan Mursalzade, Sarah Bannon, and Tremaine Phillips.

Introductions and Announcements:

I Putting the face to the name/bio; brief introductions by all participants

II VC Notebook contents are important; please read and especially digest the CVIP Code of Ethics

III Peter Briggs, Director of the Office for International Students & Scholars (OISS), provided background as to the relationship between CVIP and OISS.

- CVIP began 50 years ago as a faculty wives club for coat distribution
- OISS has numerous programs and its outreach provides the human touch
- CVIP provides the personal connection between international students and the Greater Lansing community families and organizations
- Doubling of Chinese students accepted for 2011-12
- Exciting new partnerships within the community focused on citizen diplomacy
 - China Creative Space (Gillespie Group)
 - Primas Civitas, facilitating international business opportunities
 - Global Detroit, headed by former Representative Steve Tobacman, is focused on retaining talent from among the State's 23,000 international students; Gov. Snyder's staff fully involved; Pres. Obama also on board
 - Great synergy that will benefit both international students and State of Michigan
- MSU is charged with the mission to *transform lives*;
- CVIP's mission is to assure cross-cultural relations between international students and the local community which generates a sense that MSU is *globally friendly*.

- OISS and CVIP are poised to have a greater impact on the greater Lansing community

IV David Horner, CVIP Board President and retired OISS Director, reviewed Board expectations:

- CVIP Board consists of *Program Leaders*
- Demographic changes suggest need to evolve to better communicate and market the expanding demands and of the organization
- 2010 CVIP Strategic Plan and SWOT Analysis (in VC Notebook) identify need to:
 - Encourage more community members to embrace international students, other cultures
 - Encourage more students to be open to personal interactions with American families
 - Encourage/foster the significant resource of international MSU alumni continued networking and interactions post MSU (Deanna confirmed MEDC has had great success working with UM Alumni Association for the Spark Detroit program)
- Goal is to provide rich & memorable community experiences which last a lifetime for international students amongst themselves and with new American friends
- Organizationally, CVIP must build an external resource base to supplement excellent OISS support received to date; Applying for 501(c)(3) status

V Dan Redman spoke about the Gillespie Group's initiative with Chinese students of social networking needing to bridge the generation gap, given the wide age ranges of 18-85.

VI Visioning Committee Role

Barb indicated the role of the VC is to think outside the box; use the big picture approach to addressing the three specific goals identified in the Strategic Plan that are not "programmatic." She requested all to review the Strategic Plan, SWOT analysis and the Action plans associated with the following prior to the next meeting:

Volunteer (and Leader) Recruitment and Management

- Fred and Pat: currently have about 880 members involved with CVIP programs, mailing, board; perhaps another 1000 not listed who donate to the Lending Center and World Gift Shop.
- Include returning Study Abroad and International student as both participants and volunteers?
- Pam: need to be mindful of 50 year culture within CVIP, especially as we move forward and initiate contemporary business practices
- Pat: 15-20 "elders" or "CVIP Alumni," who are longtime participants; most are 80 or 90 years old and meet socially as a group; good short term resource. Recognize their desire for continued involvement but likelihood they are not into digital "social networking"

Resource Management

- Volunteer organization; part time staff support from OISS
- Historically, no budget developed
- OISS traditionally funded; future plans will require additional resources for expanded services and possible paid coordinator
- Only Global Festival generates funds, which are used for scholarships
- 50th Anniversary ideal time to create a "Friends" membership for small fee

- Opportunities for corporate support once relationships are developed to identify win-win propositions
- Sarah: reviewed strategic planning strategies; 501c3 presents opportunities for funding as well as higher standards of reporting and accountability

Communications and Marketing

- Barb: Visit CVIP website to review programming and access Board-only information; also Annotated Agenda (March 23) includes additional website resources to review; request we make note of suggested improvements for further review
- Barb: Ideal to provide services to broader base of students. Many undergraduates don't have a connection to CVIP; do participate with nationality clubs. Need way to communicate with students via their networks.
- Peter: think about what we need to do vs. what partners in the community want to do. VC might think broadly about becoming the overall umbrella that helps forge a globally friendly community.
- Barb: Unaware of any current overarching organization that brings all stakeholders together
- Pam: Question: Should the goal be to help international students or do we have an obligation to help our community become globally aware? Answer: Both!
- Deanna: Create an inventory of organizations that have some reach to both students and community. Could include, UN, refugee services, civic organizations with international focus (Zonta, Rotary, etc.) Identify best ways to reach out to multiple interest groups
- Dan: Reviewed Gillespie Group initiative with China Creative Space to connect students and community for a Thanksgiving experience. Contacting Chamber and Rotary, 120 students were linked to local families (ultimately more families volunteered than students needing placement). Lessons Learned: *You can provide all the services in the world, but are you providing what students need or is that what they want.*
- Ways to reach students:
 - interaction with student leaders
 - Social media is new normal
 - China uses Facebook by organizing interest clusters
 - Need to focus on having more international students in on the conversation.
- David: Only two CVIP groups use Facebook: Speakers Bureau and Every Tuesday
- Dan: Undergrads are lot less engaged with community; focused on what they want and how involvement will enhance their personal futures.
- Peter: FYI: 2100 freshman admitted, with 60% from China. Graduate enrollment should be flat. Provisionally admitted students must in enroll fulltime into the English Language Center (ELC), which is an expensive way to learn English. Question: How can MSU & CVIP bridge gaps between departments and ELC to reduce the level of student discouragement? International Friendship programs, events, programs—anything that brings people together and helps improve language capacity would be very attractive to MSU. Scope of current CVIP support programs needs to be scalable to accommodate the high number of students—assuming we successfully market the personal benefit they receive through their involvement.

Suggestions

- VC could identify and suggest to Board ways to support ELC as major first point of contact with English-speaking student/ groups/families
- Consider sponsoring 2 or 3 international friendship days, maybe utilizing residence hall neighborhood concept, mentors, US students majoring in foreign language study
- Encourage more interaction between students studying in Chinese studies and Chinese students. Students should be connected.
- Suggest getting involved with incoming students prior to arrival on campus, utilizing social media to build networks that are of use to incoming MSU students

VI MOVING FROM DISCUSSION TO ACTION

A. Visioning Committee Process

VC has a timeframe of 3 years, recognizing needs are real NOW and 50th Anniversary event provides higher visibility and greater access to people/things/resources.

- Develop method to assess and prioritize opportunities
 - strategies to address three Strategic plan issues
 - outline possible VC subcommittee structure
 - Establish meeting schedule (morning meeting? evening? weekend retreat?)

B. Action Items

- Add students to the Visioning Committee?
- Map all assets available to CVIP (University, Community, Corporate)
- VC generate list of potential stakeholders to include in focus groups (complete attached form and return by April 12)
 - Create focus groups based on clustering of interest groups.
- Conduct student needs analysis (last OISS survey in 2007)
- Conduct a community needs assessment (citizens, organization and corporate)
- Initiate contact with MSU Language department re process of connecting language majors with international students
- Foster corporate interest:
 - Corporate tours, (review China Creative Space footage of Capital National Bank tour for 15 students-
 - Connect students with corporations looking to go global-
 - Monitor progress of the Global Detroit initiative

C. Next meeting date: TBD

Attachments:

Potential Focus Group Contact list - to be completed and returned

Visioning Committee biographical summary

Visioning Committee email/telephone contacts **Barb Sawyer-Koch**

ADJUNCT REPORTS

Church Women United: Following the Home Visit Event a member of the English Language Class invited me to an International Festival held on March 21st. A Member of

CWU joined me for that event. The women of CWU are becoming more interested in CVIP events and may be attending some during the coming year.

CWU is presenting a program on 4/11 regarding Child Advocacy at Holt United Methodist Church. The presenter is Keri Keck, social worker and employee of Michigan department of Community Health. She is working on a statewide project on infant mortality. She was formally executive director of Prevention of child Abuse and Neglect of Jackson County.

May Friendship Day is planned for Friday, May 6h at Mt. Hope United Methodist Church beginning with Bible Study at 11:00 am followed by potluck salad lunch and afternoon program titled “Living Our Friendship, Passing the Key” at 1:00 pm. The program was developed by Marilyn Larviere, National Ecumenical Celebration Chair and her committee.

Everyone is invited. Call Marion Chapman for any additional information at 517-410-7797.

Marion Chapman

A+ English Language School/Okemos Adult Education, English as a Second Language, ABE and GED: *No Report.*

Jo Pamment

CVIP Alumni: CVIP’s newest group, CVIP Alumni, will have its first meeting Wednesday, April 20, from 11:30 to 2:00. We will meet over lunch at the Grand Traverse Pie Company in East Lansing. This will be an organizational as well as a social meeting. Husbands are also considered alumni in recognition of the fact that they have become active members over the years. We do not have an exact count but we expect to have fifteen to twenty in attendance.

Mary Barrett

International Spouse Connection: *No Report.*

Cheryl Highstreet

OISS Report/ ISP Dean’s Office: *See Additional Minutes*

Nicole Namy

Program Evaluation: Dasha to present to board on May 11th.

Dasha Shamrova

VETP Report: *No Report.*

Dottie Schmidt

VIPP Report: *No Report.*

UPCOMING EVENTS

May 4, 9:30 am – Executive Meeting at ULC

May 6 – World Friendship Day – United Church Women

May 11, 9:30 am – Annual Board Meeting at ULC/ 9:15 am - Dasha Shamrova Report

June 1, 9:30 am – Executive Meeting at ULC

June 8, 9:30 am – Final Board Meeting

August 18 – International Student Move-in

August 22 – International Student Orientation begins

November 13 – Global Festival

Respectfully submitted,
Fred Fritz –Secretary, 04-13-11

ADDITIONAL MINUTES: (Taken by Dottie Schmidt after Fred Fritz needed to leave the meeting.)

The Slate of Officers for 2011-2012 was presented by Iris Horner.

President---David Horner
Vice President--- Pam Sievers
Secretary---Fred Fritz
Treasurer---Dottie Schmidt

Nicole Namy reported for OISS

OISS is dealing with an event new to them. The situation in Libya has the Libyan students and VIPP scholars who are here in a very anxious state. They have been told that they should return to Libya and if they are sponsored by the Libyan government their funds have been stopped. For some of them who have spoken out against the Libyan Government, returning to Libya at this time could be very dangerous. But the U.S. Government hasn't decided yet whether to let them apply for political asylum. And if they do, this will take time. Meanwhile, what to live on in the meantime? MSU is preparing some apartments for the people who may be staying here for awhile. Of course, they will be able to use the CVIP Lending Center for household items. But what about food? An area church has contacted Nicole asking how they can help. OISS has identified one Libyan family (mother is PhD student, father is here, there are 5 children) and the church will probably provide food for them. Discussion was held about how others could help.

Logo

David will meet today with Mike Van Egeren to talk about CVIP and his appointment to the Visioning Committee. They will also talk about the Logo.

Barbara Sawyer-Koch reported on the Visioning Committee meeting held on March 23. Please see her report.

Iris Horner moved and Barbara Sawyer-Koch seconded that up to \$2000 that CVIP is supposed to receive for helping to entertain the Iraqi group who visited EL last summer be used for the CVIP 50th Year Celebration. Motion passed.

Carol Towl announced that Isabel Laczkovich, a Speakers Bureau speaker, is defending her James Madison College Senior Honors Thesis this Friday, April 15th at 3:15pm in Room 335 Case Hall, MSU. We are all invited. The title of the talk is "European Rhythm: Two Steps Forward, One Step Back". There was also a short discussion of a possible name change for Speakers Bureau.

Some time was spent going over the calendar of upcoming events. Note: OISS' Globie Awards will be held Thursday, April 14th from 4-6 PM on the 3rd Floor of the International Center.