

COMMUNITY VOLUNTEERS FOR INTERNATIONAL PROGRAMS (CVIP)

Board Minutes

June 11 2014

ATTENDANCE: Peggy Arbanas, Rick Emerson, Karen Goven, Michael Harrison, Cheryl Highstreet, David Horner, Iris Horner, Larry Karnes, Erika Larson, Sue McDonald, Harsha Patel, Wendy Pope, Barb Sawyer-Koch, Dottie Schmidt, Pam Sievers, Jim Stedman. OISS Staff: Joy Walter.

WELCOME: Pam Sievers, President

Guests: Ruth Fienup. Sung Lee (EL Rotary)

ANNUAL REPORT: distributed

SECRETARY'S MINUTES – April 2014 - Susan McDonald – M/S/A (motion made/seconded/approved)

TREASURER'S REPORT – May 2014 - David Horner – Report not included here and no action taken since Treasurer Report is included in Annual Report

DASHBOARD UPDATE – Pam Sievers

Change wording in report columns from “partial completed” to “on-going”.

Rick Emerson suggested we set up structure for “advocacy” in order to accommodate new and on-going projects.

OISS UPDATE – Joy Walter

- World Cup fever – large screen viewings on campus
- OISS hosting soccer clinic
- Orientation – AOP (academic Orientation Program) for International Students)
- Pre-departure orientation in Shanghai
-

East Lansing Rotary Club working to invite international students to tailgate on August 29.

STRATEGIC PLANNING – Rick Emerson

On-going

FALL RETREAT – September 10, 2014

8:30 am – 1:30 pm, Brody Hall again?

Discussion Focus – Higbee \$1500

Strategic Plan – invite 2nd year intern'l student - on how to do better welcome

August Events

Sign-up sheets are coming around

Welcome Buddy Program

Sign-up sheet for week of July 17 is being routed. Training will be offered on July 14 at Spartan Village for Community Volunteers.

Driver Sign-Up – M/A/P

Only change was the addition of statement to Statement of Volunteer Expectation regarding drivers must have current drivers license and insurance.

WKAR

Request to promote IFP on Emmanuel Berry program.

IMPORTANT DATES

Week of August 12 – Airport Welcome

August 18 – Welcome Orientation/Resource Fair at Breslin

August 22 – Family Resource Fair, Spartan Village

Goal 1: Develop training materials including procedural manuals for all leadership positions – officers and position chairs.

Goal 2: Develop program specific policies and procedures (in writing).

Goal 3: Develop and implement a communication/PR/marketing plan.

Goal 4: Complete the strategic planning process.

Goal 5: Identify and engage in advocacy efforts on behalf of the international students/scholars.

Submitted by Secretary, Sue McDonald

June 2014 CVIP Committee Reports

ISC

ISC started its summer semester on May 30th and will continue its regular meetings until August 8th. On May 30th we had a presentation on places to visit in Michigan for day trips or short overnights. On June 6th we had a presentation on India, including some fabulous Indian cuisine by one of our new spouse leaders, Swati Mahta. This Friday we will explore international recipes. We have several field trips planned for this summer, including our annual favorite to the Huhn Strawberry Farm in Eagle to pick strawberries. We also plan to attend The Family Resource Fair in August to disseminate information about our group and helpful tips for new comers to the community.

--Submitted by Cheryl Highstreet

Lending Center

Closed to regular visitors. Revised schedule with workers restocking, checking and sorting donations in preparation for August opening.

---Submitted by Erika Larson
