



## COMMUNITY VOLUNTEERS FOR INTERNATIONAL PROGRAMS (CVIP)

### Board Minutes

April 8, 2015 – FINAL

**ATTENDANCE:** Peggy Arbanas, Mary Barrett, Pat Barrett, Ruby Bato, Jan Bernsten, Stacey Bieler, Marion Chapman, Rick Emerson, Michael Harrison, Larry Karnes, Sue McDonald, Harsha Patel, Dottie Schmidt, Jim Stedman, Carol Towl, Christine Van Nada, Susan Ventocilla. Joy Walter – OISS.

**WELCOME:** Stacey Bieler, President

**NEW OISS DIRECTOR – Stacey**

James Dorsett, Director, OISS, was introduced and gave short presentation of his background. Fielded questions from room.

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

**TREASURER'S REPORT – David Horner – M/S/A**

Below is a summary of the treasury report.

Highlights for March are:

\$ 3.42 - Dividends

\$60.00 - Donation

Balances:

\$13,442.39 - IMMA

\$ 114.95 - Scholarship

\$ 18.49 - Checking and Shares

**\$13, 575.83** Total Funds

There were no expenditures.

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**MISC - Mary Barrett**

Mary brought to our attention that former OISS Director, Peter Brigg's, is mentioned in the April 13, 2015 TIME magazine article about China's Big Test.

**OISS (Office for International Student and Scholars) Update – Joy Walter**

- On April 22, Globie Awards presentations. Pam Sievers will be receiving one of three awards given this year.

- May 1 will be the last coffee hour of the semester
- In June, OISS will again conduct pre-departure preparation orientation in China
- Working on plans for orientation planning (August 17 – 24). Will again offer on-line modules
- Setting up Volunteer list serv
- Meeting with Detroit Metro on signing and welcoming students in August

#### **ADM SERVICES UPDATE – Pat Barrett**

- Need volunteer office worker plus backup person
- Email list has been updated
- Ruby has been updating website
- Doing spring cleaning of website next month

#### **OLD BUSINESS**

##### **BY-LAWS Committee – Pam Sievers**

By-laws accepted. Put to vote and passed. They will become effective July 1, 2015. Pam will send the Board a new set of By-laws.

##### **2014-2015 GOALS – Stacey**

Goals are accepted. Voted on and passed. Need a group to work on 2015/2016 year goals.

##### **SPRING LUNCHEON – Carol Towl**

Still need some help with cleanup and setup. Committee Chairs, please invite your staff.

##### **EVALUATIONS – Carol Towl**

Final surveys were handed out. There are two evaluation forms, one for Students, and one for Program Chairs.

#### **NEW BUSINESS**

##### **NOMINATION SLATE OF OFFICERS 2015-16**

Pam Sievers of Leadership Committee presented the Slate of Officers for 2015. Voting will be held at the Annual Meeting in May.

President – Stacey Bieler

Vice President – Rick Emerson

Secretary – Sue McDonald

Treasurer – David Horner

##### **NOMINATIONS FOR CVIP VOLUNTEER AWARDS– Stacey**

Typically present 4-6 awards within CVIP. Usually someone in International Friendship Program. Need nominations submitted by Friday. Pat will check for names of previous winners

**ANNOUNCEMENTS**

Arline Roe passed away. She was former representative of Church Women United. Motion made and passed to make donation to CVIP Scholarship in her memory.

**PROGRAM AND COMMITTEE REPORTS**

Mickey Marx expressed appreciation on accomplishments and service of the ISC work and the growth in numbers this past year.

**IMPORTANT DATES**

April 22 – Broad Art Museum, OISS Globie Awards

May 6, 9:30 – CVIP Executive Committee Meeting

May 13, 10:00 – CVIP Board Meeting

May 13, 11:30 – CVIP Annual Meeting and Luncheon

Submitted by Secretary, Sue McDonald

## 2014-2015 CVIP Committee Reports

### ADMINISTRATIVE – Pat Barrett

**Office:** The past month in the CVIP Office was relatively uneventful, leaving little to report. Work continued on the updating of the Board minutes, with the help of our office assistant, Katy Bahrami.

Looking forward to next year, when Bernard Pope will be managing the Office, there will be a need for one more Office volunteer and several more persons who can serve as substitutes. Ideally, a substitute would be fairly familiar with the CVIP organization and could serve when a regular volunteer is unable to staff the Office. Of course, a substitute would receive an orientation to Office procedures prior to his/her service.

**Membership:** The membership of CVIP stands at approximately 975 at last count. Many thanks to those program chairs who provided updated lists of their own program volunteers! Our count this month is only an approximation, owing to the fact that some program updates are still to be processed. Next month we should have a better tabulation of the number of active volunteers in each of our programs.

**Website:** First of all, thanks to Jan Bernsten for submitting some excellent photos of ISC activities, for inclusion on the website. Ruby Bato's next assignment in her informal course on website management is to publish the pictures on the ISC pages. We encourage all of the program chairs to submit attractive new pictures to brighten up their website pages for the Spring season.

Speaking of Spring, the next month will be devoted to a thorough spring cleaning of the website. Hopefully, out-of-date text material will be swept away and some tired old pictures will be replaced with colorful graphics.

**Public Relations:** Stacey Bieler, editor of the CVIP Newsletter, thanks the program chairs for submitting their excellent articles and pictures for the forthcoming Spring 2015 edition. She also thanks Pat Barrett and Pat Kline for their excellent editorial teamwork.

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### HOME VISITS – Jim Stedman

The VETP and Okemos English Language Program Home Visit is scheduled for Wednesday April 22 2015. At this time we have 18 Host Homes and 22 Drivers scheduled for the spring Home Visit Program. As of today we have 12 students from VETP and approximately 70 students from Okemos English Language Program scheduled. The notice I sent out last weekend created a great deal of attention and helped to remind a number of volunteers who had not previously responded to contact me. I also have to thank Carl Towl and Mary Hennessey for forwarding my e-mail to several additional individuals who have volunteered and are tremendously appreciated.

I also had two individuals who commented that they would love to be involved but they still work and are unable to volunteer for Monday to Friday but would be willing to donate their time for a Saturday. After receiving this comment I realized that none of my three students from the Friends Program are able to be involved with the Home Visit Program and to my knowledge none of the International Friends are either because of classes. Perhaps we should schedule a second Home Visit for Friends in the International Program or change the day from a week day to a weekend so that we have a larger group of participants

I have spent six and a half hours this month on the Home Visit Program

### INTERNATIONAL SPOUSE CONNECTION – Jan Bernsten

The International Spouse Connection had four well-attended sessions in February, starting off with Mitsuko Marx teaching us how to make elegant designs with oragami. We celebrated on February 13

with a Valentine's party. Paola Sanchez gave a presentation about how Americans celebrate Valentine's Day. The following week, Judi Harris, Refugee Services Director at St. Vincent Catholic Charities, talked to the group about opportunities for volunteering with refugees new to the Lansing area. It turned out that several of our members had language skills specifically needed for recent arrivals, and they did the paperwork to get them started volunteering. On February 27, our Spouse Leader Stéphanie Fares Sabbag had arranged a guided field trip at the MSU Museum on campus. Our members took many photos, particularly of themselves next to the elk, moose, antelope, deer and bear featured in the museum.

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### **I SPEAK – Carol Towl**

World Language Week at Holt High School was the highlighted activity this month for us! I SPEAK volunteers this year on March 16 and 19 represented the diversity of our group: Katayoun Bahrami (Iran), Saya Kaneda (Japan), Chiadika Nwanze (Nigeria), Sergio Polimante (Brazil), Yamina Lordemus (France), Amal Matovu (Botswana) and Fatma AlSaif (Saudi Arabia).

Members of the International Interest Group of the MSU Community Club enjoyed Xiaoun Zheng's presentation about her homeland, China. Cuong Ngyuen (Vietnam) and Abraham Ceballos (Mexico) facilitated a group discussion comparing their cultures to American culture for a group at Meridian Senior Center. Zubairu Abdulkadir told the Allen Senior coffee hour attendees about Nigerian culture. Chiadika Nwanze (Nigeria) shared her experiences of adjusting to American culture with the women of the Interracial Fellowship. Thanks, Marion Chapman, for connecting us with this very welcoming group!

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### **LILLIAN KUMATA SCHOLARSHIP – Dottie Schmidt**

There is no report for the Lillian Kumata Scholarship Committee this month except to say that we are still slogging through the scholarship file drawer at the office sorting, shredding and generally organizing. Our goal was to finish by March 31 but unfortunately we missed our goal. :(

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### **VETP – Mary Hennessey**

As the end of the semester/school year approaches, we have many tutors and students graduating or finishing their time at MSU. We will miss them all!

This month (April 2015) we have had 9 conversation classes currently running. One class held at Spartan Village ended early. The rest will end at the end of April.

We had a total of 143 people attending classes, with 6 of 9 tutors reporting their attendance. Usually classes have an average of about 7 people attending.

Conversation partners are currently made up of 19 community members, 4 graduate students and 21 undergrads, plus 24 from the TE348 class

So all together, we have 68 conversation partners meeting.

18 VETP students took part in Home Visits this month. (Last fall 1 VETP student went on Home Visits). I advertised it, compiled a list of people who wanted to attend, and sent them many emails describing where to meet, what to expect, how to write thank-you notes at the end, etc. Because they were not all in one class, keeping them informed and explaining how the program worked was important.

I spent 3.5 hours on Home Visits.

I worked 41.5 hours for VETP.

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