



COMMUNITY VOLUNTEERS FOR INTERNATIONAL PROGRAMS (CVIP)
Board Minutes
April 13, 2016

ATTENDANCE: Peggy Arbanas, Mary Barrett, Pat Barrett, Jan Bernsten, Stacey Bieler, Starla Dietrich, Rick Emerson, Marion Chapman Freemire, Michael Harrison, Mary Hennessey, David Horner, Barb Sawyer-Koch, Erika Larson, Ann McCall, Sue McDonald, Bernard Pope, Wendy Pope, Carol Towl, Susan Ventocilla. Joy Walter, OISS (Office of International Students and Scholars).

WELCOME: Stacey Bieler, **President**

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

TREASURER'S REPORT – David Horner – M/S/A
Report was submitted via email to all CVIP Board members.

Dividends:

\$2.30 Total Dividends (\$2.28 – IMMA; \$.02 – scholarship)

Expenses: None

Balance:

\$13,417.03	IMMA (27)
\$ 261.66	Scholarship (70)
\$ 2.63	Checking (87)
<u>\$ 5.75</u>	<u>Shares (07)</u>

\$13,687.07 Total

OISS – Joy Walter

Globie Awards – April 20, Room 303, International Ctr
Coffee Hour – April 29 is last one, However, this Friday it is at Planetarium, (4-5:30 pm)
New staff – Andrew Roberts – Advocacy Coordinator (part time)
Ice Cream Social – May, June, July and August
Spartan Global Day of Service – 60 students signed up

Admin Services – Pat

Wednesday morning shift at office is open. Currently 1010 members.
Website – In process of de-bugging. Hope to have it up and running by Annual Meeting.

OLD BUSINESS

Working Committee Reports

Friends of CVIP Brochure almost complete – Barb Sawyer Koch
Rick's group – will meet and he will bring update to next meeting

Lending Center – Stacey

Spartan Village will be open until 2019 for use by VIPP scholars (approx 100 units).
May be possible for LC to stay open. Stacey will be taking over for Erika.

Chair Evaluations – due May 11

CVIP Appreciation Awards

Nominations are approved. Official notice will be going out.

Newsletter

Send photos ASAP

Spring Luncheon/Annual Meeting

Sign-up slots are complete. Sheet was passed around for type of salads being brought. Reminder to Chairs – please invite your volunteers to this luncheon.

NEW BUSINESS

Home Visits

Karyn Goven is temporarily filling in for Jim Stedman while he recovers from his skiing accident.

Vision of Each Program – Rick Emerson

Please be thinking of Strategic Plan. Where do we want to go? Stay as we are?
Expand? Modify?

Slate of Officers – 2016-2017 (Mary H.)

Pam presented at February Board Mtg)

President: Rick Emerson

Co-Vice Presidents: Mary Hennessey and Starla Dietrich

Secretary: Karyn Goven

Treasurer: David Horner

Program Chairs:

Global Gift Shop – Wendy Pope

Home Visits – Jim Stedman

International Friendship Program - Larry Karnes

I Speak – Carol Towl

International Spouse Connection – Jan Bernsten and Cheryl Highstreet

Lending Center – Stacey Bieler and Anna Kortemeyer

Scholarships – Peggy Arbanas and Dotty Schmidt

VETP – Mary Hennessey

Committee Chairs:

Administrative Services – Pat Barrett

Finance - David Horner

Historian – Stacey Bieler

Leadership – To be determined pending appointments to the committee by incoming president

IMPORTANT DATES

April 20, 4-6 pm – OISS Globie Awards

April 21 – Home Visits

May 4, - Executive Meeting

May 11, 10 am – Board meeting. Deadline for turning in evaluations

May 11, 11 am – Annual Meeting/Spring Luncheon

June 1 – Annual Report due

Submitted by Secretary, Sue McDonald

**2015-2016
CVIP COMMITTEE REPORTS**

ADMINISTRATION

Office The CVIP Office is staffed for approximately two hours per day, Monday to Friday. Mail, email and telephone messages are answered and/or forwarded to the appropriate person. Regular workers consist of Katy Bahrami, Ou Ni, Bernard Pope, Carol Towl and Pat Barrett. Ongoing projects include the organization of CVIP files and the computer archive. Also this month, Kuga Mathialakan retired from the office team due to illness. We thank her for her brief service.

Membership The CVIP Membership data base lists 1010 members (individuals and families). Only two members were added during March, one selecting VETP and the other undecided.

This month, Ou Ni (Membership Co-Manager) added a section to the data base to help us keep better track of members' volunteer activities and tenure in various CVIP programs. Also, in April, each program chair will receive a list of their members in our data base. After vetting these lists, the program chairs will be able to help us update the official Membership list.

Website With the help of Katy Bahrami, the revision of the CVIP website was begun in March. Work has been slow, as some programming issues have cropped up which the outside contractors have attempted to resolve. However, what has been done on our new website looks very nice, and we hope to have the site completed by the middle of May.

Public Relations No report at this time.

Hours worked during the month of March (to be added later)

Submitted by Pat Barrett for Office, Membership, Website and Public Relations

Total Hours: 57

I SPEAK – Carol Towl

Eight international volunteers shared presentations about their homelands at the annual Holt High School World Language Week on March 14, 15 and 17. These volunteers came from Namibia, Nepal, Azerbaijan, Zimbabwe, Turkey, Vietnam, Russia, and Japan. Our thanks to Saya Kaneda who works in MSU's Asian Studies Center for participating as the representative from Japan.

The International Interest Group of the MSU Community Club has enjoyed hearing about several African countries from MSU students who are here on scholarships provided by the Master Card Foundation. On March 16, the Club members heard from Dr. Isaac Kalumbu, the director of the Master Card program here at MSU, about how 80 disadvantaged but academically promising students are able to pursue degrees that will prepare them for productive careers in their home countries.

Natasha Dolgoborodova from Russia and Andrea Lens from Brazil gave presentations about their home countries to the two Alternative High School classes at the Eaton County Youth Facility in Charlotte on April 4.

Several speaker requests that extend into final exam week and/or MSU's Summer Semester remain to be filled.

All international students and scholars who have given presentations during the 2015-2016 academic year will be receiving Certificates of Participation at the International Coffee Hour on April 22. At present, 26 international visitors are eligible to receive this recognition.

Volunteer Hours, March 10 - April 13 :

I SPEAK Hours: 14 hrs. CVIP: 7 hrs. Admin. (Hours reported by Bernard Pope)

ISC (International Spouse Connection) – Jan Bernsten

Our March ISC activities included a service project, a member presentation, and a party. On March 4, we made simple flannel blankets which were later donated to Haven House. The hour also gave us a chance to discuss volunteerism in the United States, and how many people get together to do projects to help the less fortunate. After a week off for Spring Break, we came back on March 18 to learn about Colombia from our member Julio Eduardo Valenzuela Diaz. We realized that we had been incredibly ignorant about this very important Latin American country. On April 25, we celebrated Easter by making Easter eggs and decorating Easter cookies. I gave a presentation on the secular and sacred aspects of this holiday. Fourteen women participated, from countries including Indonesia, Poland, China, Bangladesh, Taiwan, Korea, Iran and Germany.

Hours: 10

Lending Center – Erika Larson

The good news – the Lending Center is staying open. Joy, Stacey and I are doing everything we can to that end and are greatly encouraged by the University's response.

We are visiting garage sales, estate sales, and thrift shops in search of items to restock the Lending Center shelves. One recycle shop had 50% off the third Saturday of the month; another church sale was happy to help collect the items we selected and even encouraged us to wait a half hour longer to check out so we could buy all all we had at 50% off. We will be returning to these types of places more as opportunities arise.

Only one volunteer has given notice that this will be her last year at the LC. She has another nonprofit she has been working with and wants to give more of her time to that.

Hours: 38

VETP (Volunteer English Tutoring) – Mary Hennessey

In March we had 95 people attend VETP classes.

We received 11 applications from international people who wanted Conversation Partners. The breakdown is as follows:

- 2 were from undergraduates
- 2 were from grad students
- 5 were from visiting scholars
- 2 were "other" (spouse, potential post-doc, etc)

We received 6 applications from native English speakers who wanted to be tutors (conversation partners).

3 were undergrads

3 were community members

Peggy Teoh and I attended a free all-day workshop called ""Challenges Facing the Second Language Learner". The main speaker was Dr. Rochelle Kenyon. It was held at the A+ English Language School and sponsored by the Michigan ESL Professional Advisory Committee.

One of the VETP Tutors, Mark McCarthy, won the Homer Higbee International Education Award. He is a graduate student in the College of Education, and won it for his program where he worked with VETP to have his class become conversation partners.

I also attended a 3 hour website training class on March 29 given by Danielle Fowler. All ISP websites are changing, including VETP's site.

I worked 49.5 hours for VETP in March, 2016.

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