

AIS Steering Minutes
February 7, 2010

Attendance:

Excused Absence: Juli van Hoeven

Leave early: Chloe Ho

Steering 101

I. The mission - Carol

- A. We are not a cultural group
- B. We only serve undergraduate students
 - 1. direct grad students to ISC
- C. We take in International “lovers” as well
 - 1. people who are interested in promoting our interests
- D. Exchange students are welcome

II. The goals - Carol

- A. committees: balance advocacy and social
 - 1. Advocacy started strong last year
 - 2. key to AIS’s legitimacy and recognition on campus
 - 3. done great work with IMP
 - 4. SAP - making IMP more well-established
 - 5. very rewarding work even though boring / challenging at first
- B. finally established Alum and Employment the way we want to be
 - 1. met with Pat Ross of Career Services
- C. have US Community Engagement do what it’s supposed to do
 - 1. come up with creative, innovative events

III. Secretarial Affairs - Cynthia

A. Membership

- 1. Attendance Spreadsheet
 - a) will share spreadsheet that has all attendance records on Google Docs
 - b) 1.0 for GB attendance, 0.5 for committee attendance, 0 for expressed interest
 - c) committee chairs: please only edit your committee sheet
 - d) please take attendance at every meeting
- 2. Listserv cleaning
 - a) will ask all non-active members if they want to remain on committee listserv
 - b) if no response, we will take them off, but keep them on GB listserv
- 3. GO Penn
 - a) add all “active members” - people who have been at least one meeting
 - b) will wait for another week for newcomers

B. Minutes

- 1. Steering minutes will be sent out to Steering listserv and publicized on website
- 2. Committees
 - a) please take minutes for steering and your committee
 - b) brief outline or even an agenda will do

C. Website

- 1. all steering members will have account and posting privileges

2. please make announcements about your key events / important information
3. please also update meeting times + date + venue + agenda (Cynthia will send out written instructions soon)

D. Google Apps

1. who wants to have aisupenn.org email address?
2. Oliver: no, wants personal email to be less formal
3. Gandhi: wants our own names to be recognized, not title

E. Newsletter

1. weekly, except when there's nothing to send out
2. tuesday nights, hopefully

IV. Treasury (**Please refer to Chloe's powerpoint for details**)

V. External Affairs - Gandhi

A. University Council

1. we have one of seven seats, meets once a month
2. a body that consists of Amy Gutmann, trustees, professors, students. NEC allocates 7 seats to under-represented groups, 6 seats for UA
3. highest order: over-rides any decisions
4. extremely difficult to get anything approved because agenda set a year in advance

B. Office of International Program

1. Rudy leads ISO, we plan the social component of ISO
2. ISAB: advisory board
3. one ex officio position on ISAB
4. IPOG
 - a) Greenfield Intercultural Center - Valerie De Cruz
 - b) programs to help international students transition
5. listserv of all international students on campus
 - a) forward things to Rudy 3 weeks in advance if we want to use it

C. Ajay Nair: Vice Provost of Student Affairs

1. favorable to AIS in all endeavors
2. talking to about the iHub (space on campus that we want for AIS)
3. helps us get in touch with career services - Pat Rose
 - a) we will be involved in international jobs affairs next year

D. Penn traditions - Elise Betz

1. plan an international alumni event during homecoming

E. Admissions Office - Jordan Pascucci

1. Kite and Key

F. UA

1. UA Steering
 - a) we have a seat on it
 - b) send information to be forwarded to other constituent groups

G. Housing and Conference Services - Glen

H. United Minorities Council

1. want us to join UMC
2. cons: under more rigid control with budget, not cultural minority
3. have liaison to try it out

VI. Executive Updates

A. Carol and Gandhi: met with UA for resolution (ISO housing fees, summer mailing)

1. Penn made ISO non-mandatory because there is no housing support
2. Option 1: try to get rid of the fees
3. Option 2: if they will charge a fee and ask them to give us more so that we make it more valuable
4. Option 3: pre-orientation program
 - a) some people don't need / shouldn't have to come
 - b) a lot of funding
 - c) will take a while to plan so this year will be transition year
 - d) will charge, but more worth the money

B. Carol and Gandhi talked to Ajay Nair

1. KA house will take 5-6 years to demolish the existing KA house and find a donor
2. his suggestion: get a small space until we out-use that space
3. there are other groups more established that want the space as well
4. Elise Betz and Pat Rose both talked to us
5. will meet with Rudy next week

C. Florentina: meeting with committee chairs, compiling a year-long list

D. Chloe: got debit card for external account (check mailbox)

E. Cynthia: will send out newsletter soon

F. Nana and Barbora: working on SAP, will meet with Kite and Key soon

G. Jannelyn: meeting this Saturday, talk about how to screen mentors and training process

1. Barbora: is IMP and SAP going to conflict? will people pick one over the other?
2. IMP should have trainings first in March, and SAP in April

H. Arjun - Alum & Employment

1. first meeting last Wednesday, brain-storming day
2. ideas: such as International MBA mentoring program
3. career fair fall next year
4. international students talk about their internship experiences
5. bring company that has offices abroad to come
6. network integrating alum and employment => PAC net

I. Nhat - US Community Engagement

1. meeting next week
2. idea: relay for life (*move to New Business*)

J. Olly - Social

1. disorganized mess, terrible retention rate
2. more internally driven social events: not waste money on people we don't care about

VII. Old Business

A. UC reapplication

1. execs will have to prepare for interview process again
2. T-shirt ordering:
 - a) around 13
 - b) put it on newsletter about t-shirt
 - c) using old design
3. Newsletter
 - a) will be sent out on Tuesday
4. UMC - will send representative

a)Approval: 10 Disapproval: 0 ALL APPROVE
5.SAP book

a)steering will want to look at it soon

VIII.New Business

A.Relay for Life - form a team

1. Approval: 10 Disapproval 0 ALL APPROVE

B.Trixie's vagina monologues

1.we're going on Friday

2.Cynthia will make a poster