

## IES Committee Monthly Meeting

**Agenda Date:** March 7, 2025

**Time:** 12 -1 pm

**Location:** Zoom

**Attendees:** Miyuki Arimoto, Dani Lane, Ya-Fang Cheng, Rajeeb Poudel, Paula Baldwin, Dani Lane, Erin Trine, Sean Roush

FS International Education and Service Committee

Transcript

<https://otter.ai/u/2pLzQ4F4rlEjM9E4JDQw6fC2iMQ?view=transcript>

The committee decided to plan an International Day event for week fours of the spring term, focusing on cultural food, games, and language exchanges. They also discussed reserving space on campus, potentially outside, and the need for marketing and student involvement. The next meeting is scheduled for April 4, with tasks assigned to various members.

Action Items

- [ ] Ya-Fang Cheng - Reach out to the library to coordinate a display of books from different countries.
- [ ] Ya-Fang Cheng & Joe- Follow up with international students to get their input and participation.
- [ ] Ya-Fang Cheng - Send out meeting notes and confirm April 23rd as the event date.
- [ ] Brainstorm ideas for table activities like cultural art projects, language celebrations, and games.
- [ ] Ya-Fang Cheng - Check availability and reserve event space in the WOU lobby or patio area.

Outline

Welcome and Initial Discussions

Review of February Meeting Minutes

- Ya-Fang Cheng shares the link to the February meeting minutes and asks for corrections.
- Ya-Fang Cheng mentions Joe is out of office
- Ya-Fang Cheng reviews the action items from the last meeting, including Joe's task to survey international students.

Vice Chair Voting and Committee Responsibilities

- Ya-Fang Cheng mentions the need to vote for a Vice Chair and thanks Danni for being willing to serve.
- Ya-Fang Cheng plans to email the voting link and finalize the votes in a week.
- Ya-Fang Cheng discusses the need to finalize the changes to committee responsibilities and duties.

Discussion on Committee Structure and Terms

- Ya-Fang Cheng suggests a three-year term for committee members with the option for consecutive terms.
- Sean Roush suggests stating that members can serve consecutive terms without a limit.
- Ya-Fang Cheng discusses the importance of allowing passionate members to continue supporting the committee.
- Erin Trine agrees, noting that natural turnover will occur, and it's good to have an open door for continued participation.

Planning for International Day Event

- Ya-Fang Cheng discusses two possible dates for International Day: week three or week eight of spring term.
- Erin Trine suggests planning for week three and being flexible if student feedback requires a change.
- Ya-Fang Cheng and others discuss the logistics of the event, including food, games, and language exchanges.
- Paula Baldwin and Miyuki Arimoto provide suggestions on reserving space and promoting the event.

#### Finalizing Event Details and Next Steps

- Ya-Fang Cheng suggests reserving tables for different activities and discussing the feasibility of hosting the event outside.
- Erin Trine offers to help with reserving space using Astra and checking availability.
- Ya-Fang Cheng and others discuss the need for a longer event duration to reach more people.
- Ya-Fang Cheng plans to check Joe's availability and finalize the event details in the next meeting.