

NAFSA Spring Training
Hyatt Regency Downtown, Cincinnati, Ohio
March 1-2, 2009

Jennifer Marinello called the meeting to order at 1:39pm.

Attendance:

Lea Minniti
Sara Hughes
Tammy Orahoad
Joanna Snyder
Sandi Lemons
Stephanie Leslie
Rhonda Hinkle
Marlin Howard
Jodie Beatty
Jennifer Marinello
Polly Harrington
Elizabeth Leibach
Natalie Leek
Sam Lockhart
Soren Peterson
Kathy Ice-Wedding
Chad Broeker
Meri Linn Emerson
Melissa Ochal
Damien Marshall
James Tenney
Sue Miller
Opal Leeman Bartzis

Jennifer Marinello passed out a packet of information including NAFSA's Tools for Leaders (Attachment A) and the Consolidated Work Plan for 2009 (Attachment B).

Introductions and Welcome

Group activity: Each person was asked to write down their job description and how it relates to the job descriptions of others in our region and in NAFSA national. We put our job descriptions on the wall and reorganized them as an organizational chart.

Each person introduced themselves and talked about their position within NAFSA Region VI.

Lea Minniti – Local Arrangements Chair
Sarah Hughes – Recruitment, Admissions, and Preparations Knowledge Community Representative

Tammy Orahood -- Indiana State Representative
Sandi Lemons -- KC-ISSS Representative (Student/Scholar Services)
Stephanie Leslie – Education Abroad Representative
Rhonda Hinkle -- Registrar
Marlin Howard -- Recruitment, Admissions, and Preparations Knowledge Community Representative
Elizabeth Leibach -- Treasurer
Jodie Beatty – Conference Chair, Chair-elect
Jennifer Marinello -- Chair
Polly Harrington – Treasurer - outgoing
Elizabeth Leibach -- Treasurer
Natalie Leek – Ohio State Representative
Sam Lockhart – Regulatory Ombudsperson Region VI
Soren Peterson – Kentucky State Representative
Kathy Ice-Wedding – TLS Representative
Chad Broeker -- Community/Junior College Representative (voice for 2-year institutions)
Meri Linn Emerson – Membership/Secretary
Melissa Ochal -- KC-ISS Representative
Damien Marshall – Development Officer
James Tenney – Local Arrangements Co-Chair
Sue Miller – Past Chair

The team thanks Polly Harrington for all of her help as Treasurer!

NAFSA's Strategic Plan and National Work Plan

Jennifer Marinello referenced NAFSA's Strategic Goals. Everything we are doing should support NAFSA's strategic goals, and everyone has a part to play. Think about each strategic goal and see which goal your role fits into. It is important to know what National is up to and how we fit into that role.

Sue Miller shared some important information from NAFSA. Jennifer, Jodie, and Sue attended the Fall Planning Meeting in Washington, DC. It was a very successful leadership meeting. There were 146 attendees at the planning meeting. Because of the expense, NAFSA has decided to change to format from face-to-face meetings to virtual meetings. Doing so will save \$60,000. NAFSA has also decided to save money by having regions submit reports to NAFSA National, rather than having National representatives at team meetings (other than regional conference meetings). John Hudsuk, president of NAFSA, gave a speech to attendees in which he mentioned continued growth of internationalization; success will come to NAFSA and NAFSA members with some work. Major thrusts of NAFSA include influencing public policy (Advocacy Day), creating and disseminating knowledge, and maintaining a strong organization. John Hudsuk also talked about how regions can be involved in our goals: engage old and new members, participating in advocacy (Advocacy Centered Team – ACT), participating in trainer corps, and through NAFSA Academy. Sue Miller talked about leadership structure on NAFSA National (found on NAFSA.org website), and the organization chart. Go to the National website and look for committees to serve on at the

national level (if you are rotating out on your positions, or if you know someone who is interested). Marlene Johnson, CEO of NAFSA, wanted to assure NAFSA members that the organization is in good financial shape. Membership will only increase \$10 and conference registration for members will increase \$19 due to the current economy. NAFSA National in Los Angeles will be May 24-29, 2009. Sue Miller shared some of the highlights of the conference, which can be found at <http://nafsa.org/losangeles>.

Jennifer Marinello passed around a list of everyone's beginning and end dates and would like people to complete it so that she can send it to NAFSA National.

Tammy Orahood asked about signing the contract with the Purdue Convention Center. She was asked to provide a certificate that the organization has \$1 million in insurance. Jennifer Marinello suggested that Jennifer Heinrich (Controller) at National might be able to help.

Natalie Leek asked if State Reps have the authority to sign contracts. Jodie Beatty and Sue Miller responded that State Reps do have the authority to sign contracts.

Soren Peterson asked what kind of provisions other institutions have for international students who are left temporarily homeless due to natural disasters (for example, other institutions where students can go to ride out the bad weather). Would the region be open to considering such arrangements? Jodie Beatty mentioned that this would need to be a relatively large agreement even for a temporary fix because of the size of our region. Soren Peterson asked if there are some institutions that would be willing to make pre-arranged housing in case of temporary emergencies. Polly Harrington mentioned that one possible resource for general information would be the local FEMA office. Melissa Ochal said that in Ohio institutions are allowed to share their counseling staffs with other institutions in times of emergency. Sandi Lemons mentioned that this would be a good idea for a state meeting or a regional town hall meeting or even the business meeting. Lea Minniti mentioned that the Red Cross would also be a good resource.

Business Meeting, Part I – Old Business

Membership/Secretary Report -- Meri Linn Emerson

Minutes for last November's team meeting were circulated online. Sam Lockhart motioned to accept minutes as submitted. Tammy Orahood seconded the motion. There was a motion to approve. All in favor. Minutes are unanimously approved. Each member has a copy. Carri Orrison from NAFSA National will be e-mailing each region a list of new members each quarter so that we can send out welcome messages to new members. Meri Linn Emerson has a sample welcome letter, but we can modify it for personalization. Meri Linn Emerson will contact Toni Fry from University of Akron to create a new members newsletter. Natalie Leek asked for this list of Meri Linn Emerson will not be able to attend the meeting in Los Angeles and is asking for someone to record the minutes for her. If anyone would be willing to do this, please contact Meri Linn Emerson. Marlin Howard volunteered to take the minutes. Thank you, Marlin.

Treasurer Report – Polly Harrington

Polly Harrington discussed the 2008 budget and spending report (Attachment C). We had proposed a \$25,465 budget for 2008. Our expenses were \$34,220.52. We had income after the end of 2007 from the previous year's conference (\$3,024.95) and expenses that we had to account for in this budget that actually came from the previous conference in 2007 (\$16,274.65). We only actually spent close to \$18,000 of our budget for the year. There are no major budgetary areas to change. The budget can be left as-is (barring discussion) for the 2009 budget yet. We should balance what we do spend with where our value is financially. We might want to consider combining Future Conference Planning with the Spring Team Training under the Team Meetings line item. Sue Miller asked why we spent \$125 in student presenters when we only budgeted \$100.

Sandi Lemons asked if there is money for new grants. Polly Harrington mentioned that we are very liquid and that the plan is for our conference profit to cover next year's budget. If we want to increase our budget for next year, we will need to vote as a team to pull money from our savings account to cover budgeted expenses. For budgetary planning, we should take a more conservative approach. Tammy Orahod asked if we lost much money in our investments. Polly Harrington mentioned that we lost about 25% of our investments in TIAA-CREF. We have enough money in our checking account because we have money from previous years. We need to watch our conference expenses during the planning stage, but we don't need to cut anything from the budget. We may not have a lot of money to put back into the Region right now. There is a concern about how we fill fund the research grant because originally we asked for \$2000/recipient. Sue Miller suggested that we should look into getting a sponsor for the research grant.

The team reviewed the Region VI Conference Income/Expense History. Jennifer Marinello asked the conference team to take past fees into consideration and be cognizant of the country's sensitive economic situation. Kathy Ice-Wedding suggested that we increase the conference fee by \$10 to absorb the Palisades cost. Jennifer Marinello offered that we should take a look at how much things will cost and then locate a sponsor to help offset the costs.

Polly Harrington suggested that because there are so many unknown variables, we might want to approve the budget right now and then look at the 2009 budget at a later date. The team discussed conference insurance and what is covered under which reasons. Polly Harrington proposes that we pass the budget as it is with the team's approval to take money out of savings if we need to. The team will revisit the budget at the team meeting at NAFSA National. There will be a budget proposed by the conference planning committee based on different scenarios at the next team meeting. Lea Minniti motioned to approve Polly Harrington's proposal. Tammy Orahod seconded the motion. All in favor. Motion passes.

Jennifer Marinello mentioned that we have 8 conference workshops proposed. We will not be doing any beginners workshops at regional. Tammy Orahod asked if we could offer these workshops at State meetings. The team discussed benefits and challenges of offering workshops at State meetings. Tammy Orahod discussed offering free-standing

workshops. Jennifer Marinello asked the KISSS representatives what the perceived need is for training. Melissa Ochal commented that most of her calls are for the advanced workshops. Sam Lockhart mentioned that a stand alone workshop might be better attended in the late summer because of institution's hiring schedules. Jennifer Marinello mentioned that it would be less expensive if we have it at an institution rather than at a hotel or conference site. Sue Miller crunched the numbers and found that we would need to have 11 registrants for each workshop in order to break even. She mentioned that we could offer training workshops and not use NAFSA's materials. Tammy Orahood will work with others to get a stand alone workshop arranged for sometime in last summer.

Standing Procedures and Bylaws – Jennifer Marinello

Jennifer Marinello suggested several things that need to be changed in the bylaws. Soren Peterson suggested that under communication, how we access the listserv should be changed to reference the regional website, instead of including the actual address. Also, Jennifer Marinello noted that we need to revise who receives complimentary rooms and conference fees at regional conferences. Sue Miller suggested that we be very explicit in the bylaws regarding which attendees receive which benefits. She suggested that we offer complimentary registrations to NAFSA National members and staff, but leave them on their own for hotel rooms. Sam Lockhart agreed. Damien Marshall mentioned that NAFSA national does not pay the exhibitor fee but they want their registration comped. Jennifer Marinello mentioned that we should comp one exhibitor and one board member.

After a vote by the team, it was determined that we will give a complimentary registration for one NAFSA board member regardless and one hotel room if our numbers are met; complimentary registration for one NAFSA staff member (if they are participating and/or working at the conference rather than attending sessions) but no complimentary hotel room; A vote on NAFSA exhibitors (who do not pay exhibitor fees), government people, and unregistered presenters will take place via e-mail.

Jennifer Marinello revisited a question from a previous meeting. Sue Miller motioned that team members would be able to apply for Advocacy Day grants provided that that team member would not serve on the committee to select the grant recipients. Elizabeth Leibach made the motion. Jodie Beatty seconded the motion. All in favor. Motion passed.

Jennifer Marinello asked for discussion on what should be reimbursed for CEP workshops. We provide per diem and half of the hotel. Sue Miller mentioned that we should have specific stipulations regarding what we will pay (transportation, hotel, per diem) for CEP people. Currently the bylaws contain no statement on travel reimbursement and Sue Miller suggested that it should be made clear what specific nights the hotel is paid for.

Jennifer Marinello discussed the reimbursement for the spring training meeting. She would like to change the line regarding transportation reimbursement to list car rental as well as airline tickets. Region will pay for parking for spring training. Jennifer

Marinello will review the wording and send it to the team via e-mail. Sue Miller mentioned that we might want to consider dropping the extra day meeting after the conference to the last day of the conference, or to come in a day before the conference and only have the post-conference wrap up right after the conference.

Jennifer Marinello suggested that we delete the words *immediate past* chair from bullet point 1 under Professional Practice Workshops: “The Chair shall provide oversight for the coordination of the Professional Practice Workshops offered within the region as stand-alone workshops as part of the regional conference.”

Meeting suspended at 5:52pm.

Meeting re-adjoined 3/2/2009, 8:53am.

Business Meeting, Part II – New Business

RAP Report – Marlin Howard

Marlin Howard has two goals with KC-IEPs (Intensive English Programs) as this is his last year. You can't get a list of IEPs in the region, so Marlin is planning on doing that. He believes there should be an ESL IEP. Marlin Howard talked about a meeting he attended of IEP directors. INTO is a British organization that comes in and takes over anything that relates to internationalization. UCEEP is trying to create a position statement regarding this. There is a fear that it is unethical or problematic. Marlin Howard also discussed Kaplan, who is taking over the ESL portion of Boston College. The relationship of NAFSA in this is that INTO is now a partner of NAFSA. Marlin questions how NAFSA vetts these partners. Marlin mentioned that enrollment is up in IEPs. Sue Miller mentioned that Libya and Iraq are growing in enrollment. Some members of the team suggested that the challenges facing growing enrollment by certain sectors is a good session proposal. Jennifer Marinello asked if Marlin Howard has any ideas on a replacement for him since his term is ending. He mentioned Heidi Vallenga as a possible replacement.

RAP Report -- Sarah Hughes

The *Online Guide to Educational Systems around the World* is now updated and on the NAFSA site. They have posted all of the handouts from the EducationUSA presentations. There are some great introduction to recruiting resources that can be found online. There are also online resources for international recruiting. The profiles are free, but you need to log in to access some of the resources. The biggest issue we're seeing with recruiting is the economy. Interest from India is down. Interest from China is up. Interest from South Korea is down a little bit. Brazil seems to be doing better than other countries.

KC-ISSS Report -- Sandi Lemons

Sandi is focusing on the campus and community program area. Things are pretty quiet lately, which is why she wants to create some new programs. Eventually she would like

to see a grant in that area. Right now, a challenge in the area is people not knowing how to come up with a program or not knowing how to finance a program with a limited budget or nonexistent funding. Sandi and Lea Minniti are looking at creating a bank of programs that can be created on limited budgets. If anyone has any ideas or knows someone who would present a session at the conference or a state meeting, please let Sandi know. Jennifer Marinello mentioned the challenges and benefits of international programming by focusing the conference theme on it.

KC-ISSS Report -- Melissa Ochal

Melissa commented that nothing major is going on. On a national level, they are trying to get more resources on the web. We have been asked to send successful presentations to national so they can be put online.

KC-EA Report -- Stephanie Leslie

Stephanie is getting acclimated to her new position. She had a chance to talk to Thelma Rohrer, who is giving Stephanie her binder. The Forum on Education Abroad conference was two weeks ago, and Stephanie had the opportunity to network a bit with others in her field. They are very much focused on assessment. They are trying to figure out how the recent economic climate is affecting study abroad. They are also looking at what university budget cuts mean for study abroad. People are encouraging administrators to write papers on the implications of budget cuts on study abroad offices. The Paul Simon Bill is being reintroduced. Stephanie is also working on a re-entry conference in Indiana; they have been sending out survey to get better student responses. In addition, Stephanie has contacted other regional re-entry conference organizers to see what their experiences have been. EA advisors want to do this, but students don't understand why they need to. They are trying to use technology to get students together. Stephanie wondered if there is a way that NAFSA could help with this idea. Jennifer Marinello mentioned that Stephanie could contact Carri Orrison for more assistance, and we should send the information to NAFSA to see if they could help with the cost of web-meeting software. Sue Miller could also help because she is on the RAC.

TLS Report -- Kathy Ice-Wedding

Kathy is transitioning from one position to another and had nothing to report. Jennifer Marinello suggested that Kathy could work with Marlin Howard on the grant task force. Sue Miller mentioned that we should think about ways to contact certain entities about sponsoring grants and community programming. Marlin Howard asked if Global Partners participate in regional conferences. Jennifer Marinello mentioned that they want to participate, but the same benefits are not available to them. She suggested that the research grant task force could look into this. Jennifer suggested that the committee consist of Sue Miller, Damien Marshall, Kathy Ice-Wedding, and Marlin Howard. Jennifer Marinello asked that the task force put together the criteria and have a plan by the end of May.

IEL Report -- Opal Leeman Bartzis

Opal is in transition from her role as past chair to that of IEL representative. She has been in touch with the national liaison to the national IEL reps. They want to do more

collaborative work with organizations, TLS and KCs. They are talking about fundamental direction of the KCs. National IEL representatives would like for regions to consider senior international officers to keep in touch with one another. She suggested that regions look for central administrative bodies to come to regional conferences. Last year the KC decided to broaden its scope and open the group up to mid-career professionals.

KC-Community Colleges Report -- Chad Broeker

Chad took the telemarketer approach and called community colleges, from which he got some interesting responses. Due to funding issues, most community college administrators aren't going to the National conference and can't afford regional conferences, but they do plan on attending State sessions. They are concerned about how to deal with housing situations for students when they are mainly commuter campuses. Do students understand that they are going to be "on their own" if they choose a community college? A lot of community colleges do not currently recruit international students but would like to. Most of the schools don't know how to go about recruiting and this might be an avenue to pursue. Evaluation of foreign transcripts is an issue. There needs to be more education about accreditation services. Orientation programs are an issue and might be a good session proposal. Chad Broeker asked community college administrators what they accept for English proficiency. Scores varied from college to college, and not necessarily dependent on offering an ESL program. Only a few community colleges accept students directly from ELS, but everyone was very interested. Marlin Howard mentioned that he and Chad might want to discuss issues over e-mail. Jennifer Marinello mentioned that ETS sends out people who can advise on standard setting for TOEFL scores. Rhonda Hinkle mentioned that it might be a good session proposal to have ETS do a presentation on standard setting. Stephanie Leslie asked about the intersection of community college and EA. She mentioned that there are points that KC EA and KC CC should be discussing regarding some of the community college issues. Chad also mentioned that community colleges were concerned with establishing support documents for funding and where they would find such information. Jennifer Marinello mentioned that IIE might be a good start. Chad Broeker asked about a drive in meeting to 2-year institutions. The team suggested that we have community college sessions at the state meetings rather than having their own 2-year drive-in meetings. Rhonda Hinkle suggested that we go to the state board of regents to print out lists of all 2-year institutions and professional schools to introduce them to NAFSA, rather than getting a list of conference attendees from NAFSA National. Natalie Leek mentioned that another concern might be the learning curve, rather than funding issues. She discussed having roundtable sessions for community colleges at state meetings. Chad Broeker would rather have more sessions directed toward community colleges.

Jennifer Marinello reminded the KC reps that Jodie Beatty will be calling on KC reps to help vet conference sessions.

State Representatives Reports

Ohio State Representative – Natalie Leek

Natalie would like to thank Sarah Hughes for presenting her report at the regional conference meeting. Natalie made a proposal to the regional team based on feedback from state meetings. Several people asked for community college meetings more frequently than just the state meetings. They asked for more small drive-in events in addition to state meetings. Natalie explored it more at the regional conference. Everyone expressed interest in this idea. Jennifer Marinello asked for the resources needed from the regional team. Natalie expressed that she would like the team's blessing. She foresees the meetings as being of nominal cost. She is asking for travel reimbursement and per diem in case she has to travel. This can come out of the budget for the State meetings. Jennifer Marinello asked Natalie Leek to work with Chad Broeker on the community college issues and is concerned about the meetings straddling the line between the Ohio State Rep position and the CC KC position. She asked Natalie to put a plan together and send it to the chair stream so that they review the costs and offerings. Jodie Beatty is concerned as to whether this will become a permanent part of the State Rep description. Jennifer Marinello suggested that Natalie Leek reach out to college members and non-members. She is willing to give moral support but not financial support at this point. Natalie Leek commented on feedback on session proposals. She would like to have a TLS session at the State meeting. The new Ohio WHIP will host a session at the State meeting. Natalie Leek secured a new location (Franklin University) for the State meeting. She is concerned about signing the contract for the location. She mentioned that Franklin University's president will be giving the opening speech for the meeting.

Kentucky State Representative -- Soren Peterson

Soren mentioned that the Kentucky State Meeting will be held at Georgetown College. They will conduct a one-day meeting on Friday, June 26th. They will not have a speaker but will have a discussion instead.

Indiana State Representative – Tammy Orahood

Tammy mentioned that she receive a call from Senator Lugar's office, who has been working with the Department of State. They want to come to Indiana to talk about the new passport. The Indiana State Meeting will be April 27th at Purdue University. In lieu of a keynote, there will be a "speed-networking" session for people to network. The NACADA conference will be taking place at the same time, and they approached Tammy Orahood about doing a joint session. The call for proposals went out and she received one in-hand with several more proposals promised. Registration will go out March 3rd and will be online. Tammy Orahood asked the other state reps how they do gifts for speakers and volunteers without reimbursing oneself. Reimbursements should be taken out of profits from the State meetings.

Regulations Ombudsmen Reports

Regulatory Ombuds, Student Advising Report – Sam Lockhart

Sam has been dealing with IssueNet cases and procedural issues such as questions on pre-vs. post-completion OPT. The reincarnation of SEVIS is going to put most of the functional issues to rest. A lot of the requests that Sam receives through IssueNet is

requests for interventions in cases with Service Centers. PDSO/DSOs have direct contact with Service Centers; they only need a liaison when that contact does not work out. Lea Minniti mentioned that it would be a good idea to outline when a PDSO/DSO should contact a Regbud. Sam Lockhart is also looking at SEVIS II and recertification. Tammy Orahoad asked if the visa process would be changed with the new administration. Sam mentioned the most of the changes were in the pipeline before President Obama took office. More information can be found on travel.state.gov on the visa sections. Sam might try to get SEVP officials to come to State meetings.

Regulatory Ombuds, Institution Report– Joanna Snyder

Joanna is getting acclimated to her new position. She is looking at cases that have been submitted via IssueNet and have been assigned to her.

Opal Leeman Bartzis talked about her session: Academics Ethics Across Cultures, which has been a good session at other conferences. It is not a NAFSA session and should only have a small cost involved.

Academy V Report – Sara Allaei (given by Jennifer Marinello)

Bethany Ore, Tracy Lara, and Laura Gerth are this year's Academy V participants.

2009 Conference Planning (Attachment D)

James Tenney mentioned that he, Lea, and the rest of the conference team are very excited about the conference. James and Lea showed a PowerPoint presentation to update the team on the conference planning thus far. There are three options for a theme and three options for a special event. James Tenney will be the hotel point person; Lea Minniti will be the volunteer point person. The conference team had a great initial meeting; there is a lot of interest and a lot of excitement. Hopes for the conference include: annual conference experience at a regional conference price; a greener conference; and a theme centered on how freedom and international education go hand in hand.

The team discussed having a greener conference and how to handle people who want to have handouts in sessions. Jodie Beatty suggested that we have recycle bins so that people can recycle their unwanted handouts. Rhonda Hinkle echoed that idea of recycle bins. James Tenney suggested that we put little hints about being green in the conference planner. Other thoughts included encouraging people to carpool, putting the entire conference planner online, having PowerPoint handouts accessible online, and bringing your own bag so that we don't have to use/stuff plastic bags. Anyone who has thoughts on this can e-mail Lea Minniti or James Tenney.

Theme ideas include: International Education: Freedom to Think Globally; International Education: A Bridge to Freedom; International Education: No Longer Underground.

Plenary Speaker will be Dr. Susan Mboya, a native of Kenya and General Manager of Coca-Cola South Africa.

The Silent Auction benefactor will be the Cooperative for Education.

Special Event possibilities are: National Underground Railroad and Freedom Center; Cincinnati Museum at Union Terminal (Cincinnati History Museum); and the Cincinnati Art Museum. The LAC thought about having a scavenger hunt activity in conjunction with the special event.

The team discussed the special event possibilities and voted for Freedom Center. Kathy Ice-Wedding asked if transportation will be included. The LAC is considering transportation alternatives. The Center is five blocks away, but there is some concern about safety.

The team discussed the three theme options and voted for *International Education: No Longer Underground*.

James Tenney mentioned that the co-chairs are assigning roles to LAC members. They will be working on a budget to give to the chair stream. Tammy Orahood asked about internet access and lack of wireless access in the hotel. James mentioned that he has been talking to hotel staff about internet access. Jennifer Marinello mentioned that internet access is \$275/day/conference room, but they will be meeting with another representative from the hotel in order to negotiate the cost. Wireless access in guest rooms is \$9.99/day.

Meri Linn Emerson suggested that members of the team or the LAC volunteer to bring projectors, flip charts, and extension cords.

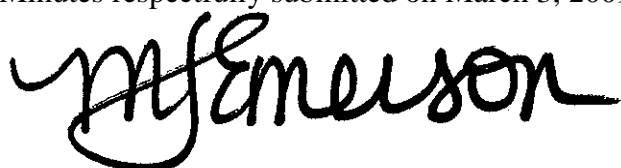
Damien Marshall is getting ready to solicit sponsorship and exhibitors for the conference. If team members have any ideas for new sources of sponsorship, advertisers, or exhibitors, please contact Damien. Jennifer Marinello asked Lea Minniti and some of the other LAC members to promote the regional conference at the team meeting in Los Angeles.

Jennifer Marinello circulated reimbursement forms. Elizabeth Leibach mentioned that the reimbursement forms can be scanned and sent or faxed to Elizabeth. Team members should add parking to their reimbursement forms. Send forms to Elizabeth at Leibache1@nku.edu.

Lunch and hotel tour followed the conference meeting.

Meeting adjourned at 12:31pm.

Minutes respectfully submitted on March 3, 2009 by Meri Linn Emerson.

A handwritten signature in black ink that reads "Meri Linn Emerson". The signature is written in a cursive, flowing style with a large initial "M".

Addendum to Minutes

The team voted to elect Vivian Yamoah, Assistant Director, International Student Services at Indiana University-South Bend, as the new Publications Coordinator. Congratulations, Vivian!