

The University of Louisiana at Monroe

Minutes for the International Education Council

October 24, 2007

Members Present: E. Bledsoe, K. Bledsoe, T. Kim, M. Loeb (Chair), S. Nazzal,
P. Newman, A. Richardson, M. Schmeer, T. Steckline

Members Absent:

Members Excused: C. Clark, V. Hsia, M. Perez, J. Wood, student members

Meeting called to order at 11:15 am in TLRC of ULM Library.

The minutes of October 3, 2007 meeting were read and approved.

International Education Week event officially be called an “Expo”

M. Loeb – got a commitment from Windows, a Bookshop to loan cookbooks and travel books for display, but could not send any personnel.

Sarah Palazzo is the person to contact for announcements on campus electronic billboards and screens. M. Loeb reported that the PR officer for ISA will prepare the copy and submit it.

M. Loeb - A Japanese woman has several items of clothing and other articles to loan for the Expo. She also reported that Amy Weems approved the event as worthy of the Five Star sponsorship, and the ISA will register in the SAMS system as sponsors of the event.

M. Schmeer – has contacted five different travel agencies for posters and other international travel information. Got a commitment from one; waiting to hear from others. She also got the use of 14 tablecloths donated for the Expo.

There was general discussion about the design and use of “Big Bertha” for the display of the mask collection – details of hanging, transport.

P. Newman – assured us that ULM has a blanket insurance policy that covers items on loan for events such as this.

T. Kim – is to get pictures from the International Student Office for a Power Point slide show, music.

M. Loeb – KEDM radio is supplying/donating some music from around the World. Also, they are loaning us a Bose sound system to play it.

S. Nazzal suggested someone prepare a possible quiz/scavenger hunt for information in the exhibit. It could be used to encourage the educational value of the event or to determine eligibility for door prizes. Possibilities for proving attendance were: a rubber stamp on a pre-printed information slip or the quiz. Amy Weems office also requires students sign a sheet and list organizations which get credit for their attendance at a 5 Star event.

M. Loeb submitted a request to Eric Pani and Alma Sewell for a faculty@ULM e-mail at least 1 week before the event to request faculty recognize internationals in their classes and to consider giving extra credit for attendance. She supplied the text for such an e-mail and is waiting a reply.

A decision was made to write country names on cards in 46 point font, Times New Roman, for uniformity.

Volunteers for set up: A. Richardson, T. Steckline, T. Kim, K. Bledsoe, M. Parihar

No time for the next meeting was discussed; will be announced via email.

With no further business, meeting adjourned at 12:00pm

Respectfully submitted,

Eric Bledsoe

Secretary, International Education Council

Submitted: October 31, 2007