International Mother Language Day Task Force By-Laws

Adopted: Spring 2016

Article I: Purpose

The Purpose of International Mother Language Task Force is to create a collaborative effort among Council of Ethnic Organization, Center for Diversity and Inclusion, International Students Organization, Student Government Association and Bangladeshi Students Association to promote unity through diversity, continue a cultural tradition that brings our campus community closer and to plan and execute International Mother Language Day event during the month of February.

Article II: Appointing Authority and Term

A. The Director or President of each of the following departments and organizations will be appointing students to the task force: Council of Ethnic Organization, Center for Diversity and Inclusion, International Students Organization, Student Government Association and Bangladeshi Students Association.

B. In addition, there will be an At-Large position that will be appointed by the International Mother Language Day Task Force chair and confirmed by the task force.

C. All appointments will be a 1 year term, August to August.

Article III: Voting Members

Following are the number of voting members from each department or organization that the task force will be composed of:

Council of Ethnic Organization: 2 Executive Officers

Center for Diversity and Inclusion: 2 Ambassadors

International Students Organization: 2 Executive Officers

Student Government Association: 1 Executive Officer

Bangladeshi Students Association: 1 Executive Officer

IMLD Task Force committee: 1 At-Large member

Article IV: Ex-Officio

A. All ex-officio will be non-voting members.

B. Ex-Officio members must be a former member of the International Mother Language Day Task Force or former or current officer of one of the representing department/organization.

Article V: Responsibilities

Chair can be appointed during the first meeting or by the 3rd meeting. At least ¾ of the committee members must be present.

A. Advisor

1. Emails all the departments and organizations to set up the first meeting;

2. Disclose report from the previous year;

3. Act as a guide when necessary.

B. Chair

1. Coordinates and delegates all activities of the task force;

2. Calls regular and special meetings;

3. Presides at meetings;

4. Prepares agenda for meetings with the help of all the task force members;

5. Makes a decision in the case of tie breaker(s).

C. Vice-Chair

1. Assists the Chair in all duties and acts as the chair whenever the chair is not available.

D. Task Force Member

1. Strives toward a common goal to ensure the committee's purpose is being fulfilled;

2. Inform, update and get feedback from the department/organization he or she is representing.

Article VI: Sub-committee

The task force will be able to create subcommittee(s) as necessary. The chair of any sub-committee must be a voting member in the task force.

Article VII: Meeting Schedule

The first meeting shall be held no later than 3rd week of September.

Meetings will be held every other week. Date(s) and time(s) will be set by the Chair after the first official meeting. The first meeting will be set by the advisor.

Article VIII: Evaluation Report

Following the event, the committee will have 4 weeks to write a report that will include, but not limited to, feedback, pros and cons, recommendation for the following year and submit it to the advisor.

IMLD 2015-16 Report

Task Force Members:

-Student Government Association (Tanzeem Chowdhury, Rohini Sethi)

-Council of Ethnic Organization (Murietta Flores, Warda Ruhi, JoAnn Sánchez)

-International Student Organization (Fahad Mohammed, Vivi Linares, Nazir Pandor)

-Center for Diversity and Inclusion (Itay Porat, Hejal Soni)

-Bangladeshi Students Association (Arefin Asad Nowreen)

-Language Aquisation Center and Advisor (Dr. Edie Furniss)

Consensus: Overall, it was good, with plenty of room of growth and improvement.

By the Numbers:

Final Counts (estimates):

Language Department and Learning Abroad Tabling: 90

Remembrance Wall: 450

Food/Movie: 100

Performance: 145

Sub-committees:

-Programming: In charge of gathering talents for the main showcase program along with finding an Emcee.

-Volunteering: In charge of finding and coordinating volunteers throughout the day.

*Positives:

-We had enough volunteers

-We ended up with enough performers with a variety of cultures showcased!

-Lots of students came to the food portion and participated in the remembrance wall

-Performers were wonderful dedicated and talented people

-Great vibes and commitment from the planning team. I think we worked well together towards our end goal. Biweekly meetings are essential.

-Message wall was an interactive art installation that really capture student attention and imagination. People like being a part of such a creative and constructive process.

*<u>Improvements</u>:

-There should have been a committee for Marketing;

-Confusion on where some of the components were taking place;

-Huge setup made the room look empty;

-Did not utilize A-frames or digital forms of marketing (video walls);

-Earlier involvement of language department in the preliminary planning and programming process. The department should be an integral partner in the event like the rest of the organization;

-Timing: Although we began planning well ahead of time, the winter break dampened our progress. Ideally, all the programming (including performers and all other happenings) should be finished during the fall semester, leaving the month before for materializing the event – final logistics and marketing, that is.

-Also, any main event, like the performance, should be held at an earlier time (start around 6 p.m or earlier). Many commuting students are less likely to stay on campus until late hours.

-Related to the topic of interactive installations: Collaborating with UH art departments (visual art / theater and performing arts / music) to create more exhibits or shows that would allow students to participate and interact with the concepts of language and diversity. This can also give our art students a platform to interact with the student body and can highlight the newly announced UH College of Arts; These can be scattered at different locations on campus to reach a wider and more diverse student population.