1. ISSP Reports to ISAB
   a. ISAB involvement in ISSP staff searches—in the future, ISSP would like to have as many ISAB members as possible meet candidates while they are on campus, for about a 45 minute meeting with each candidate.
   b. Fall 2012 International Student Success Series report—the ISSS programs went really well this year. Attendance at many of the events was double or more over last year’s workshops, and the feedback has been very positive. The number and scope of workshops was increased to address feedback received last year.

2. ISAB Updates and Planning
   a. International Student Outreach Initiative Updates—ISAB members shared the results of their interviews with students. Members will type the information and provide it to ISSP (or provide it to ISSP staff for a student to type). Some of the issues that came up include: career and internship issues, situations with faculty, more assistance with issues (personal, academic, English language skills, etc.), more interaction with American students, suggestions for orientations, transportation for newly arriving students.
   b. ISAB recruitment—E-mail has been sent to students to apply for positions. Deadline is Friday, December 14, and students will be notified by Tuesday, December 18. Lopa, Melody, Sung Che, and Yuying will review applications.
   c. Establishing relationship with Student Assembly Department of Diversity Initiatives—Steve wants the Undersecretary for International Student Affairs to have some role or connection with ISAB so that ISAB has a voice within the Student Assembly.
d. End of semester reception—President Reveley is unable to attend. ISAB members will have pre-printed nametags and will be introduced and we will let attendees know the event is co-sponsored by ISAB. All attendees will receive blank nametags to write their names. We will try to have photo booth like last year.

3. Summarization and Future Goals
   a. The outreach initiative has brought suggestions, and the next step will include analyzing themes and identifying main things that have come up and what ISSP and ISAB can do in the short and long-term.
   b. ISAB should also play a role in providing more input on issues—such as the ISSP mini videos, university-wide issues (such as the recent threat policy), etc.
   c. Next semester ISAB will try to collaborate with VCU and/or ODU ISAB groups.
   d. Eva will be back December 6, so will be reviewing ISAB applications and be the contact again going forward.
   e. The next meeting will be Sunday, February 17th. Other spring 2013 semester meetings will be Sunday, March 17th and Sunday, April 21st.

Meeting was adjourned at 6:45 pm.