



UVU's 7th International Mountain Day Celebration

* * *

December 4th, 2017
11:00 am – 12:30 pm
LA 116



ABOUT INTERNATIONAL MOUNTAIN DAY

International Mountain Day has its roots in 1992, when the adoption of Chapter 13 of Agenda 21 “Managing Fragile Ecosystems: Sustainable Mountain Development” at the United Nations Conference on Environment and Development put a milestone in the history of mountain development. The increasing attention to the importance of mountains led the UN General Assembly to declare 2002 the UN International Year of Mountains. On this occasion, the UN General Assembly designated December 11, from 2003 onward, as “International Mountain Day” (IMD). The Food and Agriculture Organization of the United Nations (FAO) is the coordinating agency for all IMD celebrations at a global level, with the Water and Mountains Team of the Forestry Department further coordinating the international process.

This year's theme is ***Mountains under Pressure: climate, hunger, migration.***

International Mountain Day has been celebrated at Utah Valley University (UVU) every year since 2010 by members of the Utah International Mountain Forum (UIMF), a coalition of student clubs at UVU (see:www.utahimf.org). UIMF celebrates IMDs as part of a student-led engaged learning approach, with faculty providing advice only as needed. Students typically spearhead all IMD activities, including by raising funds for the event, identifying protocols, providing logistics, etc. For the last seven years, UVU has been the only academic institution in North America to celebrate IMD on an annual basis.

Host:



UTAH INTERNATIONAL MOUNTAIN FORUM
A COALITION OF STUDENT CLUBS AT
UTAH VALLEY UNIVERSITY

www.utahimf.org

Sponsors:



GRUPPMAN INTERNATIONAL
MUSIC INSTITUTE



December 4, 2017

Event Agenda:

1. **Keynote Speaker Dr. Baldomero Lago**
CIO/Vice-Rector of the Office of Global Engagement | Utah Valley University
2. **Letters of Greeting from Mountain Partnership Members**
By Jenny Hoppie | President, Sustainable Mountain Development Club
3. **Ms. Chelsey Butchereit**
Refugee Advocate, Utah
4. **Ms. Gina Cornia**
Executive Director of Utahns Against Hunger | Orem, Utah
5. **Ms. Colleen Bye**
Citizens Climate Lobby | Salt Lake City Chapter
6. **Presentations by UVU students:**
 - Mr. Derek Garfield - “Indigenous people of Sami, Sweden”
 - Ms. Megan Raines - “Helping orphans in Uganda”
7. **Presentation of Certificates of Contribution from FAO-UN**
By Dr. Baktybek Abdrisaev | Focal Point for the Mountain Partnership at UVU

Logistics Group Assignments

Lead: Jenny Hoppie

Logistics group is responsible for preparations prior to the event. Advertising and word of mouth are also priorities of the logistics group. Media services, room preparations, and documentation (photos and video) are required.

Assignment	Volunteer	Due Date	Phone Number	Date Completed
Confirm room reservation (LA 116) with UVU Global Engagement office	Lacee Meyer	11/01/17		11/06/17
Contact Amy at Global Engagement Office to see if they have podium, and microphones or if they need to be obtained from Media Services.	Mark Wait	11/06/17		11/08/17
Confirm with Megan Raines that she will be presenting (Notes: various texts starting 11/08/17; called 11/15/17; emailed 11/15/17)	Jenny Hoppie	11/08/17		11/27/17
Request a letter of greetings from Orem mayor	Diane Acevedo	11/08/17		11/27/17
Contact VP for student Affairs, Dr. Kyle Reyes and invite to participate at the event; ask him to share info	Skyler Barton	11/20/17		11/22/17
Finalize agenda	Jenny Hoppie, Diane Acevedo	11/30/17		
Prepare and print badges for the guests and organizing committee. Obtain template from Matt Rands.	Viktoriiia Bahrii	11/30/17		
Create the Agenda	Jenny Hoppie, Diane Acevedo	11/30/17		
Prepare list of recipients for certificates from FAO-UN and print certificates	Pamela Miller	12/01/17		11/27/17
Arrange for printing of the brochure (Carlos Alarco)	Anthony Franks	12/03/17		
Make reservation for the camera from the Department of History. (Contact Kimberly Williamson in POLS department)	Aziz Altowairqi	12/03/17		11/27/17
Acquire the backdrop from the political science department. Coordinate with administrative assistant Kimberly Williamson in CB203A	Abdullah Alahmadi, Abdulmajeed Alahmadi	12/04/17		11/27/17

Set up podium and microphones in LA 116	Will Gum Andre Jones	12/04/17		
---	-------------------------	----------	--	--

Protocol Group

Lead: Diane Acevedo

The protocol group is responsible for making and maintaining contact with invited guests. They also arrange accommodations for their stay, and attend to any personal needs they may have. On the day of the Event, they personally escort guests everywhere to ensure they are in the right place at the right time. A professional appearance and attitude in all contact with the guest(s) should be maintained.

Assignment	Volunteer	Due Date	Contact Info	Date Completed
Contact Ms. Gina Cornia request her short bio and photo and accompany to event location	Lacee Meyer	11/20/17		11/15/17
Contact representative from Citizens Climate Lobby, request his/ her short bio and photo and accompany to event location	Kymerlee Anderson	11/25/17		11/14/17
Finalize agenda	Matthew Rands	11/30/17		
Introduce Dr. Baldomero Lago	Diane Acevedo	12/04/17		
Read letters of greetings	Jenny Hoppie	12/04/17		
Introduce Ms. Gina Cornia	Lacee Meyer	12/04/17		
Introduce representative from Citizens Climate Lobby	Dylan Genes	12/04/17		
Introduce cohort of UVU students presenting case studies	Rebecca Bindraban	12/04/17		
Introduce Dr. Abdrisaev for presentation of certificates from FAO-UN	Danny Davis	12/04/17		

Media Group

Lead: Lacey Meyer

These assignments center on getting a media presence at the event. This entails making contact with media outlets on regular basis to make sure that they will both attend and cover our event on December 4th.

Assignment	Volunteer	Due Date	Phone Number	Date Completed
Prepare Media Information package (UVU review and marketing, Daily Herald, SL Trib, Deseret News)		12/5/17		
Contact John McFarlane for UVULINK outreach and political science student participation.	Pamela Miller	11/20/17		11/14/2017
Contact Kindra Amott for outreach to Peace & Justice Studies students	Pamela Miller	11/20/17		11/14/2017
Contact Heath Ogden for Science and Biology student participation	Pamela Miller	11/20/17		11/14/2017
Get posters approved and hung around campus. See Lacey for final variant for printing.	Abdullah Alahmadi, Abdulmajeed Alahmadi	11/20/17		11/16/2017
Electronic signage on campus submitted through Orgsync. Some modification for size may be needed. See Lacey for final	Andre Jones	11/20/17		11/20/17
Get event submitted to UVU Need to Know	Anthony Franks	11/25/17		
Prepare and submit draft press release	Lacey Meyer	12/1/17		
Make Contact and coordinate with local newspapers and media outlets	Josh Kokkola	11/27/17		
Make Contact and coordinate with UVU Review	Josh Kokkola	11/25/17		
Photograph the event.	Ruben Garces	12/04/17		
Post information and articles with coverage of the event on the UIMF	Rebecca Bindraban	12/05/17		
Posting information and articles with coverage of the gathering on the UIMF	William Crist	12/05/17		
Post information and articles with coverage of the event on the UIMF	Andre Jones	12/05/17		
Posting information and articles with coverage of the gathering on the UIMF	Kymerlee Anderson	12/05/17		
Posting information and articles with coverage of the gathering on the UIMF	Ruben Garces	12/05/17		
Writing draft of the report to FAO UN about the event. This will include considerable back-and-forth before submittal to ensure QA.	Lacey Meyer	12/10/17		

If you have any questions regarding your assignment, please contact:

Jenny Hoppie

Or

Diane Acevedo

or

Lacee Meyer