



## Task list for the International Mountain Day celebration

### *“Building Bridges: Exploring Georgian Art and Politics”*

#### *Republic of Georgia delegation in Utah:*

1. Permanent Representative of Georgia to the United Nations, Ambassador Kaha Innadze,
2. Consul General of Georgia in New York, Mrs. Diana Zhgenti
3. Cultural attaché of the Permanent Mission of Georgia to the United Nations, Mr. David Aladashvili.

September 15, 2016



## AGENDA:

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- 9:30-12:30 Morning at UVU: Student Papers and Public Lectures
- 1:00-2:30 Private Luncheon with invited guests at UVU
- 2:30-3:00 Transition from UVU to SMA
- 3:00-4:30 Private tour of *Lost and Found: In Search of Georgian Art* (and other SMA galleries on upper level) with SMA staff
- 5:00-5:45 VIP reception with visiting dignitaries and invited guests
- 5:45-7:30 Final remarks from visiting dignitaries and invited guests

# PURPOSE OF THE VISIT:

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Visit of the official delegation of the Republic of Georgia held in conjunction with the exhibition *Lost and Found: In Search of Georgian Art*, the Springville Museum of Art. It will be hosted by the Office of International Affairs and Diplomacy, Utah Valley University (UVU) as a day of lectures and conversations on the past, present, and future of political influence on the cultural landscape of the Republic of Georgia.

## **Exhibition Information:**

*Lost and Found: In Search of Georgian Art*

June 29 – November 19, 2016

This exhibition highlights moments of Georgian history and evokes the style and national spirit of the county. In the wake of the end of the USSR, the art that traced the Soviet decades of the country's history was threatened by disregard and on the brink of disappearing into obscurity. Thanks to the combined efforts of local Utah collectors these works have been rescued, restored, and beautifully preserved.

Utah International Mountain Forum (UIMF), a coalition of student clubs at UVU will contribute to the visit by organizing a student essay contest about Georgian paintings displayed at the museum. Essays of the winners of the contest will be published in the UVU Student Journal *Youth and the Mountains*. In addition, UIMF members will participate in all activities of the visit and assist UVU office of International Affairs and Diplomacy when it will be necessary with protocol, logistics and other issues

# ASSIGNMENTS

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## Logistics Group

### Lead

**Tony Medina & Carlos Alarco**

### Members

Logistics group is responsible for organizing an essay contest prior to the visit. In addition, group members could assist UVU office of International Affairs and Diplomacy with logistics during luncheon, lectures of dignitaries and reception.

Assignment	Volunteer	Due Date	Phone Number	Date Completed
Prepare a call for papers and send to Utah universities. Contact Dr. Rusty Butler for advice	Tony Medina	07/10/2016		07/10/2016
Collecting essays for contest. Contact Courtney Davis, Interim Director Ethics Center at UVU	Tenika Ray	09/06/2016		09/09/2016
Evaluating essays and selecting winners. . Contact Courtney Davis, Interim Director Ethics Center at UVU	Tony Medina, Carlos Alarco	09/12/2016		09/12/2016
Publishing essays of winners in the Youth and the Mountains journal.	Carlos Alarco, Tenika Ray	12/10/2016		12/ 15/ 2016
Make reservation for UVU Media Services. Also, responsible for Computer setup and microphone pick up from LI circulation desk.	Abdulaziz Altowairki	14/09/2016 MIC Day of-1 hr prior		14/09/2016
Make reservation for the camera from the UVU Department of History	Danny Davis	09/14/2016		09/14/2016
Make reservation for the video camera from the UVU Department of History	Abdulaziz Altowairki	09/14/2016		09/14/2016
Prepare and Print badges for the UIMF members. Obtain template from Tony Medina.	Abdulaziz Alaseery	09/10/2016		09/12/2016
Prepare and print visit agenda. Explore the option of UVU print services taking this task.	Munkhbat Batmunkh	09/10/2016		09/13/2016
Prepare transportation for UIMF members to accompany VIP-guests to the Springville Museum of Arts	Tony Medina, Mukhbat Batmunkh	09/15/2016		09/15/2016

## Protocol Group

### Lead

**Tony Medina & Deann Torsak**

### Members

The protocol group is responsible for making and maintaining contact with guests from Republic of Georgia. They also assist UVU office of International Affairs and Diplomacy, which is the primary host of the delegation from Republic of Georgia during preparations for stay of VIP-guests and attend to any personal needs they may have at UVU and Utah. On the day of the event, if necessary, they personally escort the guest everywhere to ensure they are in the right place at the right time. A professional appearance and attitude through all contact with the guest(s) should be maintained.

Assignment	Volunteer	Due Date	Contact Info	Date Completed
Prepare a memo about UIMF activities to inform Permanent Representative (PR) of Republic Georgia to the UN, Ambassador Innadze	Tony Medina	09/10/2016		09/10/2016
Submit Amy Barnett names of UIMF members to attend luncheon	Tony Medina	09/10/2016		09/10/2016
Attend luncheon	Tony Medina, Munkhbat Batmunkh	09/15/2016		09/15/2016
Inform Ambassador Innadze about UIMF activities during luncheon or reception	Tony Medina	09/15/2016		09/15/2016
Introduce yourself to Consul General, Mrs. Diana Zhgenti	Tony Medina, Deann Torsak, Munhbat Batmunkh, Christian Jensen	09/15/2016		09/15/2016
Introduce yourself to Cultural Attaché, Mr. David Aladashvili	Tony Medina, Deann Torsak, Munhbat Batmunkh, Christian Jensen	09/15/2016		09/15/2016
Be prepared to assist VIP-guests if necessary, with logistics, protocol, etc Contact Amy Barnett	Deann Torsak, Munhbat Batmunkh, Christian Jensen	09/15/2016		09/15/2016

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## Media Group

### Lead

**Danny Davis**

### Members

These assignments center on getting a media presence during the lecture of Georgian dignitaries at UVU and opening of art exhibition. This entails

making contact with media outlets on regular basis to make sure that they will both attend and cover the event on September 15, 2019.

<b>Assignment</b>	<b>Volunteer</b>	<b>Due Date</b>	<b>Contact Info</b>	<b>Date Completed</b>
Photo coverage of the gathering. (Also see camera reservation above)	Danny Davis	09/15/2016		09/15/2016
Video coverage of the gathering. (Also see video camera reservation above)	Abdulaziz Altowairqy	09/15/2016		09/15/2016
Prepare Media Information package (UVU review and marketing)		09/17/2016		09/18/2016
Get poster approved and hung around campus. See Amy Barnett from the Office of IA& Diplomacy for final variant for printing.		Submitted to campus connection NLT 08/01/2016		08/01/2016
Electronic signage on campus submitted through Orgsync. Some modification for size may be needed.	Danny Davis	Submitted thru OrgSync NLT 09/01/2016		09/01/2016
Advertise event for the political science students. See John McFarlane for UVULINK outreach.	Tenika Ray, Abdulaziz Alaseery, Munkhbat Batmunkh	09/10/2016		09/10/2016
Write an article about the lectures of the Georgian dignitaries and art exhibition	Tony Medina	09/17/2016		09/17/2016
Posting information and articles with coverage of the gathering on the UIMF web-site	Munkhbat Batmunkh	09/20/2016		09/20/2016
Write submission to FAO UN about the event.	Tony Medina	Ready for Submission 09/18/2016		09/20/2016

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

Tony Medina

[Tony.h.medina@gmail.com](mailto:Tony.h.medina@gmail.com)

Or

Carlos Alarco

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