
The Forum on Education Abroad
2019 Annual Business Meeting

June 28, 2019

AGENDA

- Board Chair's Welcome & Call to Order
- Report of the Council Chair
- Report of the President & CEO
- Management and Financial Report
- New Business and Q&A
- Adjourn

Please note: To cut down on background noise, participants will be muted upon joining the meeting.

We welcome questions using the chat function.

Forum Annual Business Meeting: Welcome Remarks

Presented by Enda Carroll, Chair of the Board,
Associate Director, Center for Study Abroad
University College Dublin

Board Members (2018-19)

- Enda Carroll (2020), Chair, University College Dublin
- Susan Popko (2020), Vice Chair, Santa Clara University
- Mary Anne Grant (2019), Past Chair, Georgia's Friends, inc.
- Kerry J. Edmonds (2020), Treasurer, Hollins University
- John Lucas (2020), Secretary, ISEP
- Thomas M. Buntru (2019), Universidad de Monterrey
- Joy Gleason Carew (2021), University of Louisville
- Nick J. Gozik (2019), *ex officio*, Boston College
- Martha Johnson (2021), University of Minnesota
- Paul J. McVeigh (2021), retired, Northern Virginia Community College
- Eveadean Myers (2021), Prairie View A&M University
- Annette Smith Parker (2021), Ursinus College
- Donna Scarboro (2019), George Washington University
- Patricia H. Scroggs (2021), Howard University
- Bruce Sillner (2021), SUNY New Paltz
- Dawn Whitehead (2021), AAC&U

Thank you to departing Board members

A thank you to the following Board members who are rotating off:

- Mary Anne Grant, Past Chair
- Kathryn Howard
- Annette Parker
- Donna Scarboro

Welcome to new Board members

A warm welcome to:

- Lorna Stern, Arcadia
- Chris Elliott, UVA

who are due to join the board in July

Board Updates

- Diversity Sensitivity Training
- Membership Taskforce
- Upcoming - Board Self-Assessment

Forum Annual Business Meeting: Updates from the Council

Presented by Nick Gozik, Ph.D. , Chair, Forum Council
Director, Office of International Programs
Boston College

Council Members (2018-19)

- Nick Gozik (2019), Chair, Boston College
- Alicia Stanley (2019), Vice-Chair, Grinnell College
- Mark Odenwelder (2020), Secretary
- Keshia Abraham (2021), CIEE
- Tracey Bradley (2019), Tennessee Consortium for International Students & Pellissippi State Community College
- Brian Brubaker (2019), The Pennsylvania State University
- Christina Carroll (2018), Florida State University
- Maritheresa Frain (2019), IFSA-Butler
- Rob Hallworth (2020), IES Abroad
- Julie Maddox Korenko (2020), Massachusetts Institute of Technology
- Anthony Pinder (2020), Emerson College
- Uttiyo Raychaudhuri (2019), Cornell University
- Craig Rinker (2020), Georgetown University
- Leo Rowland (2021), SACI Florence
- Tynelle A. Stewart (2020), University of Rochester

Thank you to departing Council members

A thank you to the following Council members who are rotating off:

- Maritheresa Frain
- Nick Gozik
- Alicia Stanley

Council Election

- Thanks to all who voted!
- Newly elected members (3-year term):
 - Tracey Bradley, Tennessee Consortium for International Studies (re-elected)
 - Brian Brubaker, The Pennsylvania State University (re-elected)
 - Elena Corbett, AMIDEAST
 - Annette Mares-Duran, University of New Mexico
 - Joy Phaphouvaninh, University of Illinois at Urbana-Champaign
 - Uttiyo Raychaudhuri, Cornell University (re-elected)

New Council Leadership

Starting July 1, 2019, the following Council members will serve in Council leadership roles:

- Tracey Bradley, Chair
- Craig Rinker, Vice Chair
- Mark Odenwelder, Secretary (continuing)

Launch of Work Plan

- First year of work plan implementation
- Ongoing calls for involvement, with staggered starts for groups
- 150+ in working groups and committees, representing a net increase in participation from previous standing committees & greater diversity of representation
- Feedback so far:
 - Good energy
 - Like the sunset dates
 - Synergy between groups, as all work towards clear & common goal

Working Groups

| Group | Leadership | Update | |
|---|---|---|-----------|
| Code of Ethics | Brian Brubaker/ Elizabeth Frohlich | <ul style="list-style-type: none"> •Code viewed through different lenses, e.g. diversity/inclusion; privacy issues/GDPR; international organizations; partnerships & business practice •Goal to simplify Code | Ongoing |
| Community Colleges | Stacye Thompson/ Abe De La Rosa | <ul style="list-style-type: none"> •Reviewing current materials and offering insight/comments •Delivery of Critical Dialogue in Denver | Ongoing |
| Data Communication Strategies | Carrie Rackers Cunningham/ Amelia Dietrich | <ul style="list-style-type: none"> •Evaluating data that The Forum shares, as well as possible channels for communications •Reevaluation of State of the Field survey | Completed |
| Diversity & Inclusion Resources & Website | Keshia Abraham/ Elizabeth Frohlich | <ul style="list-style-type: none"> •Reviewed publications and website, including the Standards toolkit | Completed |
| <i>Forum Focus:</i> Curriculum Issue | Elizabeth Frohlich | <ul style="list-style-type: none"> •Worked on publication w/focus on curriculum | Completed |

Working Groups Cont'd

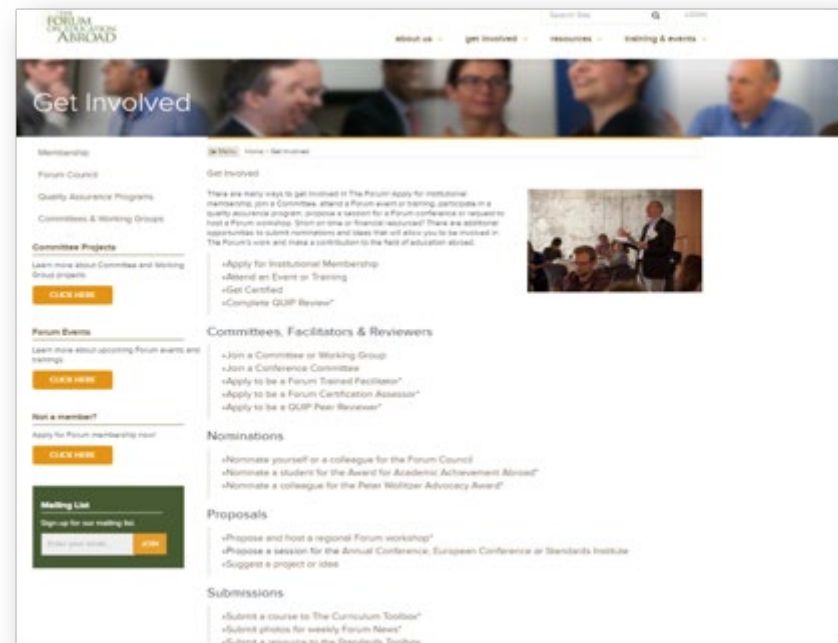
| Group | Leadership | Update | Status |
|--|--|---|-----------|
| Good Business Practices | Lisa Chieffo/ Catherine Spaeth/ Abe De La Rosa | •Completed <i>Guidelines for Good Business Partnerships in Education Abroad</i> | Completed |
| HBCU | Maxine Sample/ Natalie Mello | •Reviewed Standards & resources on Forum site, to determine needs of HBCUs, MSIs, & TCUs. | Completed |
| International | Leo Rowland/ Natalie Mello | •Reviewed Forum resources from perspective of international organizations •Conducted survey | Completed |
| StandardsToolbox Resources | Whitney Strickler/ Abe De La Rosa | •Reviewing resources for broken links, adding resources •Many additions from other WGs •Asking how to make the resources more accessible | Ongoing |
| Standards Update (for 6 th Edition) | Emily Gorlewski/ Natalie Mello | •Listening sessions, at all hours •Large group of 25, to ensure representation •50 additional reps to form a consensus body, which approves drafts •Time for public comment (through end of June 2019) •Met for 3 days prior to NAFSA conference to draft •Goal to publish for 2020 conference | Ongoing |

Committees (2018-19)

| Committee | Leadership | Update |
|---------------------------------------|---|--|
| Award for Academic Achievement Abroad | Amelia Dietrich w/ mentors Maritheresa Frain/ Scott Ozaroski | •Awards given at annual conference |
| Curriculum Award | Elizabeth Frohlich | •Award winner: Marcus Crepaz, U. of Georgia •From the applications, 9 new entries in the curriculum toolbox |
| NY Times Award | Amelia Dietrich | •Inaugural award •Winners featured on Forum Website: Jennifer Harrison & Timothy Palmer, Western Michigan U. |
| Annual Conference | John Sunnygard/ John Tansey/ Elizabeth Frohlich | •Completion at annual conference |
| Standards Institute | Chris Daniel/ Allyn Nobles/ Natalie Mello | •Held on June 27 at U of San Francisco •Keynote Speaker: Scott Duffy, business growth expert and founder of The Breakthrough Mastermind |

Getting Involved

- Committees, Facilitators & Reviewers
- Nominations
- Proposals
- Submissions
- More details on The Forum [website](#) & through *Forum News* updates



Forum Annual Business Meeting: Report on The Forum

Presented by Melissa Torres, President and CEO

Membership

- New membership structure implemented
- New Membership Pathway Grant established
- Membership now stands at 824 institutional members
- 78 new institutions and organizations have joined this year
- Membership includes 655 U.S. colleges, universities and program provider organizations, 58 community colleges and 155 . institutions and organizations outside the U.S.
- Membership renewal rate is over 90%

6th Edition of the *Standards of Good Practice*

- Call for volunteers to join the *Standards Update Working Group (SUWG)*
23 participants involved in 7 listening sessions (2 in person, 5 online)
- SUWG considered feedback from listening sessions and public comment period when it convened May 24-27, 2019 to write a draft of the revised *Standards of Good Practice*
- Consensus Body recruited that is comprised of 45 individuals located in 12 countries, representing Forum members and non-member institutions, government, association, and education abroad alumni

Quality Assurance Programs

Quality Improvement Program (QUIP)

- 12 reviews of various types were in progress this year, including the first focused on health, safety and security
- Three institutions, API, Missouri State University, and Pacific Lutheran achieved QUIP recognition during the past year
- The QUIP process has been streamlined to increase efficiency and reduce costs
- More info: <https://forumea.org/get-involved/quality-assurance-programs/quip/>

Professional Certification

- 218 total participants, 45 new participants this year
- 49 have achieved Professional Certification
- More info: <https://forumea.org/get-involved/quality-assurance-programs/professional-certification-in-education-abroad/>

Resources (Two Highlights)

Frontiers: The Interdisciplinary Journal of Study Abroad

- Volume XXX, Issue 3, Fall 2018
- Volume XXXI, Issue 1, Spring 2019
- Virtual Issue, Summer 2019
- Added 8 new members to the editorial board; currently 13 members
- Call for Papers for a Special Issue on Diversity, Inclusion, and Equity is now out in anticipation of a Special Issue to be published next fiscal year
- More information: <https://frontiersjournal.org/>

Critical Incident Database

- Convenient way to track student incidents that occur off campus
- Real-time data visualizations
- Customizable report export and download functions
- Data to assist with risk management decisions
- Identify incidents to include in Annual Security Report to the Dept. of Education

Advocacy Highlights

- The Forum is listed as an official supporter of the Paul Simon Study Abroad Act introduced by Senators Durbin (D-IL) and Wicker (R-MS) and is advocating for its passage.
- We signed a letter to the Senate Subcommittee on Labor, HHS, Education and Related Agencies Appropriations on FY 2020 funding for Title VI & Fulbright-Hays
- We participated in the Coalition on International Education's Advocacy Day, meeting with Congressional reps to urge the reauthorization of HEA-Title VI. The House Appropriations Committee subsequently passed an appropriations bill increasing Title VI & Fulbright-Hays by \$17 million, or a 24% increase over FY 2019.
- Currently working with URMIA, PULSE and several universities to educate Forum members about proposed legislation in both the House and Senate that would require expanded safety and security reporting on incidents occurring abroad.

Events

- European Conference in Prague, Czech Republic, October 17-19, 2018 – 431 attendees
- Annual Conference in Denver in March, 2019 – 1303 attendees
- 30 workshops in the U.S. and abroad
- 2 Certification Accelerated Residencies – in Israel & Carlisle, PA
- Standards of Good Practice Institute on Health, Safety, Security and Risk Management, University of San Francisco, June 27, 2019 – 85 attendees

Management Report

- Hundreds of volunteers have supported and contributed to The Forum's work this year, including our dedicated Board and Council members.
- Our new Working Group structure engaged more than 150 individuals, far more than in previous years.
- Dickinson College continues to provide our office space and infrastructure support to our operations.
- Two staff resigned their positions and two new staff were hired:
 - Audrey Bistline, Administrative Assistant
 - Abraham De La Rosa, Associate Director for Training & Programs

Financial Report

- The Forum will finish the 2018-19 fiscal year with a surplus of \$62,000USD
- The market value of The Forum's endowment as of March 31, 2019 is \$1,861,274 while the book value is \$1,553,191.
- This investment serves as a reserve fund for The Forum and also assists with operating costs, when needed. In 2017-18, \$62,000 from the endowment was used to offset operating costs. In FY18-19, \$0 was spent from the fund to assist with operating expenses.
- The Forum auditors, Boyer and Ritter, have given the organization an A rating on our recent audit. In keeping with good practice, The Forum issued an RFP and has engaged Maher Duessel as its new audit firm for FY19-20.

Financial Report

- You may read the Audit Report and Financial Statements on The Forum website, along with the IRS Form 990. Additional financial information can be found here:
<https://forumea.org/wp-content/uploads/2018/12/Forum-Financial-Report-June-2018.pdf>
- Dickinson College hosts The Forum and provides nearly \$100,000 in in-kind contributions, including the building on campus that houses The Forum's offices, payroll, benefits, and human resource services for Forum staff, and technology and infrastructure support for operations.

Link to webinar and slides from the 2018 Annual Business Meeting:

<https://forumea.org/about-us/policies-reports-2/business-mtg-mins/>

New Business & Q&A

- New partnerships established with Diversity Abroad and the Global Leadership League;
- Discussions under way for collaboration with CCID, BCCIE, IEAA, NBMBA, and internship providers;
- Review of Forum systems and marketing efforts underway;
- Questions?

Adjourn

Thank You!