

Please note: To cut down on background noise, participants will be muted upon joining the meeting. We welcome questions and comments using the chat function.

Annual Business Meeting

May 11, 2017

- Welcome Remarks, Mary Anne Grant, Chair, Board of Directors
- Report on The Forum, Brian Whalen, President and CEO
- Financial Report, Annette Parker, Treasurer
- Council Report, Nick Gozik, Chair, Forum Council
- Questions and Discussion
- Adjourn, Mary Anne Grant

Forum Annual Business Meeting: Welcome Remarks

Presented by Mary Anne Grant, Chair of the Board

The Strategic Plan

A New Mission Statement

- The Forum on Education Abroad serves as the collective voice of U.S. post-secondary education abroad. To benefit students, The Forum develops and disseminates comprehensive standards of good practice, resources and training, advocates for education abroad and its value, and engages the field in critical dialogue.

The Four Strategic Goals

- Critical Dialogue
- Education, Training, Outreach and Professional Development
- Membership
- Collective Voice

More information: <https://forumea.org/about-us/mission/strategic-planning-for-2016-2020/>

Forum Annual Business Meeting: Report on the Forum

Presented by Brian Whalen, President and CEO

Membership

- Membership now stands at 792 institutional members with over a dozen more pending
- 74 new institutions and organizations have joined this year
- 634 are U.S. colleges, universities and program provider organizations, including 60 community colleges
- 102 are non-U.S. institutions and organizations
- Membership renewal rate is over 94%

Quality Assurance Programs

➤ Quality Improvement Program (QUIP)

- 13 reviews of various types have been conducted this year, including several funded through a special grant program
- Two institutions, FIE and the University of Limerick, completed the first renewed recognitions in the history of QUIP

More information: <https://forumea.org/get-involved/quality-assurance-programs/quip/>

➤ Professional Certification

- 225 total participants
- 27 have achieved Professional Certification

More information: <https://forumea.org/get-involved/quality-assurance-programs/professional-certification-in-education-abroad/>

Resources (Two Highlights)

➤ ***Frontiers: The Interdisciplinary Journal of Study Abroad***

2 New Volumes Published this Year:

- Volume XXVIII, Fall, 2016
- Volume XXIX, Spring, 2017
- Forthcoming: A Special Issue on Religion and Study Abroad

More information: <https://frontiersjournal.org/>

➤ **Inclusive Excellence Initiative**

- Working Group has made recommendations on how to incorporate Inclusive Excellence into the Standards
- Standards Committee will be examining these recommendations

Advocacy Highlights

➤ The Forum:

- played a critical role in advising on new legislation in Virginia calling for institutions in that state to strive to meet best practices and standards.
- 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.
- continues to advocate on behalf of its members in New York State by providing information and recommendations on possible legislation related to education abroad.
- has advocated for support of Senators Jeff Merkley (D-OR) and John Boozman (R-AR) in their promotion of a bipartisan resolution that recognizes and encourages international education and cultural exchange programs.
- signed a letter urging Congress to preserve and strengthen the U.S. Department of Education's International Education and Foreign Language Studies Programs, and to reject the proposal to reduce or eliminate funding to HEA-Title VI and Fulbright-Hays.

Events

- **European Conference** in Athens, Greece in October, 2016 – 350 attendees
- **Annual Conference** in Seattle in March, 2017 – 1,350 attendees
- **34 Workshops** in the U.S. and abroad – over 800 attendees
- **3 Certification Accelerated Residencies** – over 70 attendees
- **Standards of Good Practice Institute** on Health, Safety, Security and Risk Management, UT Austin, June 22, 2017 – over 150 attendees expected

Our Organization

- Hundreds of volunteers have supported and contributed to The Forum's work this year, including our dedicated Board and Council members.
- Dickinson College continues to provide our home and infrastructure support to our operations and is an outstanding strategic partner.
- This was the second and final year of hosting an ACLS-Mellon Public Fellow, which has been a tremendous support to The Forum.
- On behalf of The Forum staff, thank you for allowing us to serve our members on a daily basis!

Forum Annual Business Meeting: Financial Report

Presented by Annette Parker, Treasurer

Financial Report

- The Forum finished the last fiscal year with a surplus of \$20,803.
- The budget included a \$100,000 addition to The Forum's investment in the Dickinson College endowment portfolio.
 - Since it was established in 2007 and the market value as of March 31, 2017 is \$1,684,542 while the book value is \$1,473,824.
 - This investment serves as a reserve fund for The Forum and also assists with operating costs. Last year \$51,937 was spent from the fund to assist with operating expenses.
- The Forum auditors, Boyer and Ritter, have once again given the organization a clean audit.

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/about-us/policies-reports-2/financial-statements/>
- 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.

Forum Annual Business Meeting: Updates from the Council

Presented by Nick Gozik, Ph.D. , Chair, Forum Council

Council Members

- Nick Gozik (2019), Chair , Boston College
- Alicia Stanley (2019), Vice-Chair , Northwestern Univ.
- Christina Carroll (2018), Secretary, Florida State Univ.
- Heather Barclay Hamir (2017), The Institute for Study Abroad, Butler Univ.
- Tracey Bradley (2019), Tennessee Consortium for International Students/Pellissippi State Community College
- Brian Brubaker (2019), The Pennsylvania State Univ.
- Steven Duke (2018), Univ. of Nebraska System
- Maritheresa Frain (2019), CIEE
- Trevor Goddard (2017), Monash Univ.
- Kristen Mallory (2017), Claremont McKenna College
- Uttiyo Raychaudhuri (2019), Clemson Univ.
- Lisa Sapolis (2018)
- Sarah Spencer (2017), The Univ. of St. Thomas
- Lorna Stern (2017), Arcadia Univ.

Thank you to departing Council members

- A thank you to Council members who have completed a 3-year term and are rotating off:
 - Heather Barclay Hamir (IFSA-Butler)
 - Trevor Goddard (Monash University)
 - Kristen Mallory (Claremont McKenna College)
 - Sarah Spencer (The University of St. Thomas)
 - Lorna Stern (Arcadia University)

Council Elections

- Elections for Council Members
- One vote per institution, Deadline is May 24th, so vote now!
- Candidates:
 - Tim Carlson (IFE France)
 - Rob Hallworth (IES Abroad)
 - Jonathan Kaplan (Hebrew University)
 - Julie Maddox (MIT)
 - Mark Odenwelder (CEDEI Ecuador)
 - Tony Pinder (Emerson College)
 - Craig Rinker (Georgetown University)
 - Tynelle Stewart (University of Rochester)

Advocacy

➤ **Updating resources to the Clearinghouse**

- Seeking out resources on a regular basis
- Developing a new section focused on health and safety resources

➤ **Develop a “start up” resource**

- In early stages but initial plans include a targeted strategy for 2 year institutions and addressing how to advocate for institutional resources
- Working on gathering data to inform the scope and specific content

➤ **Working Group on Strategic Communication for Health & Safety**

- Helping develop new section of Clearinghouse
- Looking for new ideas

Curriculum

- **Dialogue & Publications:** Identify venues for stimulating and disseminating dialogue on curriculum design and development, innovative pedagogies, and the meta-curriculum of education abroad.
 - Ex. Forum Focus, scholarly journals, Forum website, & social media platforms.
 - Group members see projects through from inception to publication, and manage platforms for dialogue, though content can (and should) be generated from across the committee and the field at large.
- **Faculty Development:** Develop trainings and workshops for faculty involved in education abroad, in the US and abroad.
 - Identify thematic content, facilitators, target locations and dates; Forum staff will take on point on implementation.
- **Building Bridges:** Connect with peer organizations working in related areas, e.g. ACE and AAC&U
 - Identify areas of synergy, related content and initiatives, and relevant best practices, and disseminates through channels established by the Dialogue and Publications team.

Data

- State of the Field - summer 2017
- Polls and Fast Facts in Forum E-News
- Big Ideas...
 - Our profession - job descriptions, workload/advising loads, salaries
 - Short-term programs - who goes, who is responsible (see also: training)

Outcomes Assessment & Research (OAR)

- **Updating resources on the OAR Toolbox**
 - Bibliography
 - Case studies (new template!)
- **Identifying research topics that Forum members would find useful**
 - Questions about assessment will be added to State of the Field survey
- **Developing new beginner-level training on outcomes assessment**
 - Input solicited via Forum newsletter survey
 - Complement A - Z Assessment Workshop
- **Mentoring winners of the Award for Academic Achievement Abroad**
 - Prepare winners for their presentations at the annual conference

Standards

New
Publication:
Leading
Short-Term
Education
Abroad
Programs

THE STANDARDS

WHAT ARE THE STANDARDS OF GOOD PRACTICE FOR EDUCATION ABROAD?

LEADING SHORT-TERM EDUCATION ABROAD PROGRAMS: KNOW THE STANDARDS

ABOUT THE FORUM ON EDUCATION ABROAD
The Forum on Education Abroad is a unique nonprofit, membership association recognized by the U.S. Department of Justice and the Federal Trade Commission as the Standards Development Organization (SDO) for the field of education abroad.

The Standards of Good Practice for Education Abroad support the complex responsibilities inherent in offering education abroad opportunities to students. They act as a means to develop, manage, assess and improve education abroad programming. As continuously developed and accepted standards, they provide a framework for accountability.

The Forum supports the implementation of the Standards through resources in resources development and data collection, and through quality assurance, training and professional development programs.

THE FORUM ON EDUCATION ABROAD

750, One Tree Hill, Carlisle, PA 17015
www.forumabroad.org
The Forum on Education Abroad is a non-profit 501(c)(3) organization.

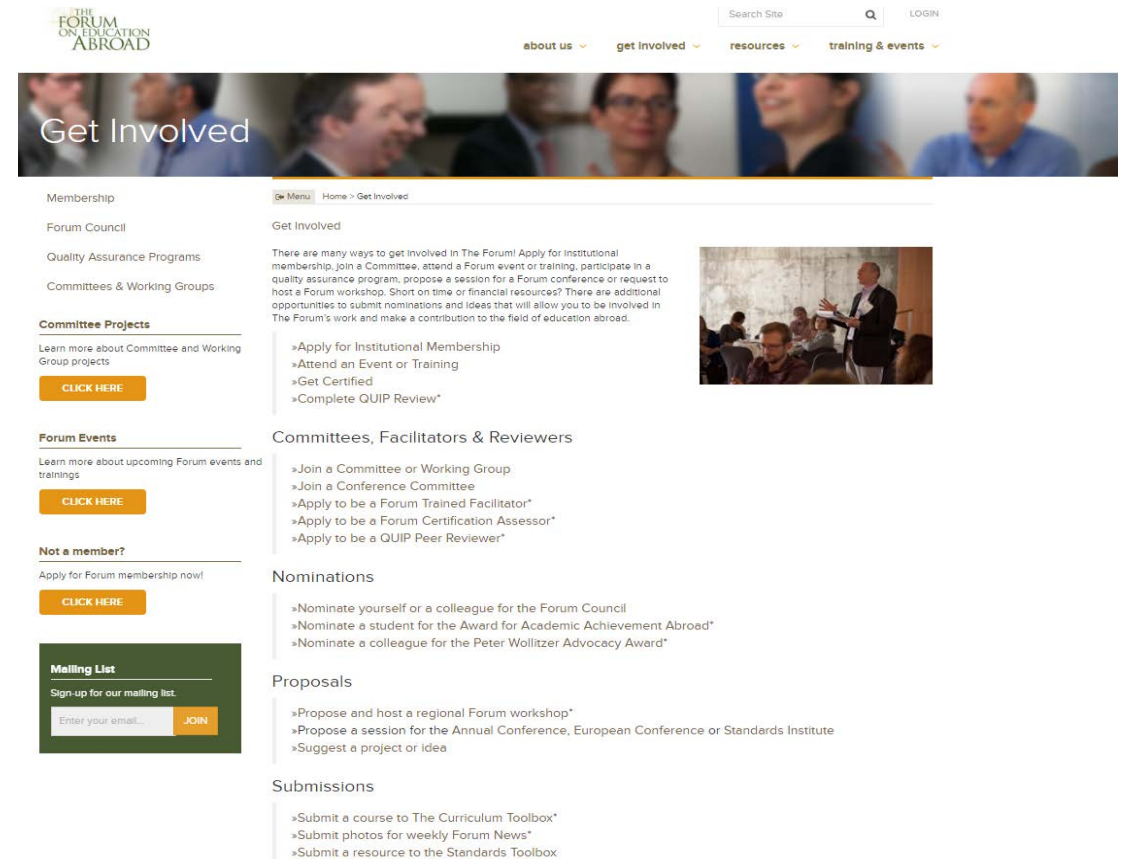
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THE FORUM ON EDUCATION ABROAD

Getting Involved

- Committees, Facilitators & Reviewers
- Nominations
- Proposals
- Submissions



The screenshot shows the 'Get Involved' page of The Forum on Education Abroad. The page is organized into several sections:

- Membership:** Includes links for Forum Council, Quality Assurance Programs, and Committees & Working Groups.
- Committee Projects:** A section with a 'CLICK HERE' button to learn more about committee and working group projects.
- Forum Events:** A section with a 'CLICK HERE' button to learn more about upcoming forum events and trainings.
- Not a member?:** A section with a 'CLICK HERE' button to apply for forum membership now.
- Mailing List:** A sign-up form for the mailing list with an input field for email and a 'JOIN' button.
- Get Involved:** A central section with an introductory paragraph and a list of actions:
 - »Apply for Institutional Membership
 - »Attend an Event or Training
 - »Get Certified
 - »Complete QUIP Review*
- Committees, Facilitators & Reviewers:** A section with a list of actions:
 - »Join a Committee or Working Group
 - »Join a Conference Committee
 - »Apply to be a Forum Trained Facilitator*
 - »Apply to be a Forum Certification Assessor*
 - »Apply to be a QUIP Peer Reviewer*
- Nominations:** A section with a list of actions:
 - »Nominate yourself or a colleague for the Forum Council
 - »Nominate a student for the Award for Academic Achievement Abroad*
 - »Nominate a colleague for the Peter Wollitzer Advocacy Award*
- Proposals:** A section with a list of actions:
 - »Propose and host a regional Forum workshop*
 - »Propose a session for the Annual Conference, European Conference or Standards Institute
 - »Suggest a project or idea
- Submissions:** A section with a list of actions:
 - »Submit a course to The Curriculum Toolbox*
 - »Submit photos for weekly Forum News*
 - »Submit a resource to the Standards Toolbox

Questions and Discussion

To ask a question, please “raise your hand” using the hand icon button on the right side of your screen.

Note: If your question is not answered today, please contact The Forum President and CEO for a response: whalenb@Forumea.org

Adjourn

Thank you for participating in
The Forum's Annual Business Meeting!