

The Forum on Education Abroad  
Membership Revisions - APPROVED  
2019-2020

The Forum Board and leadership has convened a task force to streamline the structure and categories for Forum membership. The membership structure has not been amended since 2011 and The Forum's continued growth and evolution present the opportunity to readdress the definitions and categories to better serve our members.

The task force is working under the following guiding principles:

- To provide clear, simple, and fair categories that reflect the institutional diversity of our membership;
- To better allow for participation of institutions and organizations based outside of the U.S.;
- To expand opportunities for membership by individuals & organizations affiliated with the field;
- To engage institutions that are currently underrepresented in the membership.

Revisions to the membership structure will be rolled out in phases over the next two years, with the first set of approved changes going into effect for the 2019-2020 membership year.

Subsequently, the membership structure and fees will be reviewed on a two-year cycle to ensure that The Forum continues to engage and meet the needs of its diverse membership.

The following revisions will go into effect for the 2019-2020 membership year:

### **I. U.S. Institutions**

Previously, the U.S. Institution category of membership was broken up into seven tiers, each at different price points for annual dues. Community colleges occupied an eighth tier and paid a reduced fee.

U.S. Institutions will now be collapsed into 3 tiers:

<b># of U.S. Students Sent Abroad Annually</b>	<b>Annual Dues</b>
<= 500	\$800
501-1,000	\$1,100
>= 1,001	\$1,500

Community colleges will continue to pay a reduced fee, which is increased from \$354 to \$400.

Students enrolled in education abroad programs who are from other institutions must comprise no more than 30% of the total enrollment in the education abroad programs of the applicant. (If enrollment from other institutions exceeds 30%, applicants are considered to be a Provider organization.)

U.S. Institutions with a need for financial assistance will have the opportunity to apply for grant funding to help defray the cost of membership.

### **II. Institutions outside of the U.S.**

Previously, the Non-U.S. Institution category was defined as "Universities located outside of the U.S. that host U.S. students in education abroad opportunities..." In an effort to reflect the value of Forum membership in improving and supporting outbound mobility for all institutions, and not simply from the perspective of hosting U.S. students, the task force proposes amendments to the language that defines this category of membership:

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“Universities located outside of the U.S. that engage in outbound mobility or host U.S. students in education abroad opportunities such as study abroad programs, courses, or on exchanges.”

The name of this category will be changed to “Institutions Outside of the U.S.”

The levels of membership and dues amounts in this category will remain the same:

<b># of U.S. Students Received Annually</b>	<b>Annual Dues</b>
</= 150	\$696
151-300	\$1,236
301-500	\$1,545
501-750	\$2,060
751-1000	\$2,576
1001-1500	\$3,091
>/= 1501	\$3,606

If an institution in this category indicates that it receives 0 U.S. students but does engage in outbound mobility, it will be asked to provide the number of its students that go abroad to determine which level of membership applies as outlined above.

Institutions outside of the U.S. with a need for financial assistance will have the opportunity to apply for grant funding to help defray the cost of membership.

### **III. Provider organizations**

Because annual dues for membership have not been increased in the last 8 years and have not kept pace with rising costs, membership rates for provider categories are being increased by approximately 10%, an increase which is less than the cost of cumulative inflation.

The previous 7-tier model will be collapsed into 5 tiers, also incorporating a tier to account for provider organizations that receive more than 5,000 U.S. students on their programs. “U.S. Provider” and “Non-U.S. Provider” categories will also be collapsed into one category for all provider organizations.

<b># of U.S. Students Received Annually</b>	<b>Annual Dues</b>
</= 150	\$766
151-500	\$1,700
501-1000	\$2,835
1001-5000	\$3,967
5001+	\$4,449

Provider organizations with a need for financial assistance will have the opportunity to apply for grant funding to help defray the cost of membership.

### **IV. Affiliates and Charitable Foundations**

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Previously defined as two separate categories without clear guidelines for designation, Affiliates and Charitable Foundations are being collapsed into one category. The task force will continue to considering removal of the current membership requirement for reserving Forum sponsorships and increased sponsorship fees for non-members.

**V. Individuals**

There will be no changes to the Individual membership category this year. Individual memberships will continue to be considered based on the following criteria: between jobs, works for a secondary education institution, fully retired or full-time graduate student (enrolled at a non-member institution). For the next phase of changes, the task force will continue to consider adding criteria to this category to account for consultants in the field.

**Task Force Timeline**

March 28, 2019	Share task force proposal at Forum Leadership session during the 15 <sup>th</sup> Annual Conference
Thursday, April 11	Announce task force proposal in the Forum News and open web form to collect feedback from the membership
Friday, April 26	Collection of member feedback closes
Friday, May 10	Membership changes finalized and in effect for 2019-2020 membership invoicing
Wednesday, May 15	2019-20 membership renewal invoices are distributed

**Task Force Members**

Martha Johnson (Chair), Forum Board of Directors, University of Minnesota  
Thomas Buntru, Forum Board of Directors, Universidad de Monterrey  
Kathryn Howard, Forum Board of Directors, Maricopa Community Colleges  
Michael Landis, Director of Finance, The Forum on Education Abroad  
John Lucas, Forum Board of Directors, ISEP  
Lindsay McCauslin, Director for Membership & Communications, The Forum on Education Abroad  
Eveadean Myers, Forum Board of Directors, Prairie View A&M University  
Melissa Torres, President/CEO, The Forum on Education Abroad