

# The Forum on Education Abroad

## 2010 Annual Business Meeting

Westin Hotel, Charlotte, NC

Thursday, March 25, 2010, 12:55 – 1:20 pm

### AGENDA

- **Welcome Remarks:** Mary Dwyer, Chair of the Board
- **Report on Membership and Activities:** Brian Whalen, President and CEO
- **Financial Report:** Paul Davies, Treasurer
- **Activities of the Forum Council:** Natalie Mello, Chair, Forum Council
- **Closing Remarks:** Mary Dwyer

#### I. Welcome Remarks

Mary Dwyer, Chair of the Forum Board, opened the meeting at 12:55pm. In her opening remarks she noted that the Forum is as an organization in excellent shape and that it continues to deliver excellent membership services and benefits. She cited the excellent support of Dickinson College in serving as the strategic partner of the Forum. Dwyer noted the leadership of Brian Whalen as president and CEO and the outstanding work of the Forum Council and staff in helping to make this an excellent year for the organization.

#### II. Report on Forum Membership and Activities

Forum President and CEO Brian Whalen gave a report on the latest membership figures as well as highlights of the most recent membership services and benefits,

#### Report on Forum Membership and Activities

Member Type	Total	Net Growth This Year
U.S. Colleges/Universities	282	10%
U.S. Study Abroad Providers	56	7%
International Universities/Organizations	29	7%
Affiliates and Reciprocal	23	52%
<b>TOTAL</b>	<b>390</b>	<b>10%</b>

\*Notes: Membership retention rate is 96%

#### Recent Additions and Updates to Member Services and Benefits

- **New Membership Logo**
- **Standards and Quality Improvement**
  - Quality Improvement Program (QUIP)
    - 18 QUIP Reviews are currently in process
    - New Logo for those Institutions and organizations recognized for meeting the Standards of Good Practice
  - Enhanced online Toolbox with new and Updated Resources
  - First Standards of Good Practice Institute, “Beyond the Basics of Health, Safety and Security”

- Regional Workshops on the Standards of Good Practice
- Webinars focusing on best Practices in meeting the Standards

➤ **New Educational Resources**

- *State of the Field Survey 2009*
- *Alignment and Accountability in Education Abroad: A Handbook for the Effective Design and Implementation of Qualitative Assessment Based on Student Evaluations* (in Toolbox)
- *Strategies for Education Abroad Advocacy on Campuses* (in Toolbox)
- *Special Issue of Frontiers: History of U.S. Study Abroad, 1965 to Present*
- Volumes 19 of *Frontiers: The Interdisciplinary Journal of Study Abroad*

➤ **Research and Data Collection Initiatives**

- Education Abroad Capacity Project (with IIE and U.S. State Department)
  - Will provide analysis and resources related to expansion of education abroad programming in India, Brazil and selected African countries
- Survey of Economic Impact on Education Abroad, Fall 2009
- New Salary Information for Education Abroad Positions (CUPA Survey)
- Incident Database Pilot Project
- Beliefs, Events, Values Inventory Project (BEVI)

**III. Financial Report**

Paul Davies, Board Member and Treasurer reported on behalf of the Board that the Forum continues to improve its financial position and finished the fiscal year ended June 2009 with a surplus. Davies indicated the Forum anticipates finishing this current year with a surplus as well. Davies said that this could not have been possible without the support of our members, our sponsors, the staff of the Forum and Dickinson College, which provides a home to the Forum through its generous support. Copies of the audited financial statements were provided on the tables for review by members.

In addition Davies reported that for the fourth year in a row, our auditors, Boyer and Ritter have issued an unqualified or “clean” opinion on our financial statements. Davies said that this is a credit to Brian Whalen and his staff. Copies of the audited financial statements were provided on the tables for review by members.

On behalf of the Board, Davies thanked the members for their continued support.

**IV. Report on Activities of the Forum Council**

Natalie Mello, Chair of the Forum Council, reported on the activities of the Forum Council from May, 2009- March, 2010:

**Report on Council Activities**

Council committees are sponsoring several conference sessions related to their work. In addition, the following represents some of the activities of the Council.

- **Advocacy Committee**
  - New Resource Produced: *Strategies for Education Abroad Advocacy on Campuses* (in toolbox)
  - Assisted with Peter A. Wollitzer Advocacy Award
- **Curriculum Committee**
  - Forming Working Groups on a range of projects that will be announced soon
- **Data Collection Committee**
  - State of the Field Survey 2009
  - Glossary: Preparing Expanded and Revised Second Edition
  - Incident Database Pilot Project
  - Pathways to the Profession Project
  - Open Doors Working Group
  - Development of standards for office information and data management
- **Outcomes Committee**
  - New Resource Produced: *Alignment and Accountability in Education Abroad: A Handbook for the Effective Design and Implementation of Qualitative Assessment Based on Student Evaluations* (in Toolbox)
  - Drafted guidelines for new Professional Researcher Award (to be announced soon)
  - Coordinated Undergraduate Research Awards
  - Drafted additions to the standards related to assessment
- **Standards Committee**
  - Vetting of best practices examples for inclusion in Toolbox
  - Joint Working Group with AACRAO to establish standards for Schools of Record
  - Reviewing and augmenting health, safety and security guidelines (standard 8)
  - Preparing new, revised and enhanced edition of Code of Ethics
  - Drafted guidelines regarding institutional relations and marketing
  - Drafted additions to the standards related to environmental and social responsibility
  - Studying standards related to language immersion (with ACTFL)
  - Drafted guidelines for academic advising for education abroad

## **V. Closing Remarks**

Chair of the Board Mary Dwyer thanked those in attendance for coming and closed the Annual Business Meeting at 1:20pm.