

SESSION PROPOSAL FORM
“Ethics and Integrity in Education Abroad”
Forum on Education Abroad, Standards of Good Practice Institute
Boston, MA April 6, 2011

The primary purpose of the Standards Institutes is to offer participants the opportunity to broaden and deepen their knowledge and understanding of the Forum Standards of Good Practice and hone their skills in implementing them. The second Institute, **“Ethics and Integrity in Education Abroad,”** will be dedicated to identifying and understanding education abroad ethical issues, and assisting participants to improve their institutional and organizational strategies for ethical operations within education abroad. The practical, hands-on focus for this day will include sessions that will involve participants in analyzing everyday ethical dilemmas in areas such as student advising, marketing, relationships between institutions and program providers, and reciprocity with international partners.

Proposals should address how the session will offer participants an advanced understanding of the following goals of the Institute:

- Deepen knowledge and understanding of the Standard 9 of the *Standards of Good Practice for Education Abroad* and the Forum’s *Code of Ethics for Education Abroad*;
- Identify and develop skills to better utilize the Code by analyzing both its letter and spirit;
- Explore approaches to and share examples of ethical best practices in education abroad;
- Evaluate and enhance the ethical operations of participants’ education abroad programs for the benefit of all involved with or impacted by them.

Successful proposals will describe in detail specifically how the proposed session will actively foster dialogue, interaction and discussion and utilize the roundtable breakout format that is the hallmark of the Forum conferences. Alternative session formats will be accepted on a limited basis. Those submitting a successful proposal may be invited to submit a white paper for a post-Institute publication.

- **Session proposal must be submitted by e-mail to forumeaconference@dickinson.edu by July 31, 2010 at 5 pm EST.**
- All information on this form **MUST** be provided.
- Institute Sessions are 75 minutes in length.

NAME:

AFFILIATION:

ADDRESS:

PHONE:

FAX:

E-MAIL:

TITLE OF PROPOSED SESSION:

If selected for presentation, would you be willing to contribute a white paper (3-5pp) on this same subject? ___Yes ___No

SESSION FORMAT (Please select one. The format will be indicated in the conference program.)

___ Round-table Dialogue (session leader takes 15-20 minutes to present topic, participants break out into small groups, each group reports back on shared ideas/conversations)

___ Panel Presentation (session leaders present information, elicit questions/comments from participants)

Please provide a 50 word SESSION SUMMARY (used for conference program and website).

DESCRIPTION OF SESSION (Please describe content and format, as well as the relevance to the Institute theme and the Forum’s mission/goals. Explain how the session will be interactive and foster dialogue.):

SESSION LEADER (A bio MUST be submitted with proposal; 100 words or less)

NAME:
AFFILIATION:
LOCATION:

E-MAIL:

PRESENTERS/FACILITATORS (Attach bios, 100 words or less)

1) NAME:
AFFILIATION:
LOCATION:
EMAIL:
2) NAME:
AFFILIATION:
LOCATION:
EMAIL:
3) NAME:
AFFILIATION:
LOCATION:
EMAIL:

4) NAME:
AFFILIATION:
LOCATION:
EMAIL:

NOTE: ALL SESSION ROOMS WILL HAVE A HEAD TABLE AND CHAIRS, PODIUM, ONE MICROPHONE, SCREEN, PROJECTOR, LAPTOP, EASEL, FLIP CHART & MARKERS.

ROUND-TABLE DIALOGUE STANDARD SET-UP (SESSION PARTICIPANTS SIT AT ROUND TABLES, SET FOR 8-10 PEOPLE PER TABLE)

PANEL PRESENTATION OR TOWN-HALL STANDARD SET-UP (SESSION PARTICIPANTS SIT IN ROWS OF CHAIRS SET FOR THE CAPACITY OF SESSION ROOM – THERE ARE NO TABLES FOR PARTICIPANTS)

If you prefer additional items, please indicate below:

INTERNET CONNECTION FOR PRESENTATION (NOTE - INTERNET ACCESS ONLY WORKS IN MEETING ROOM)

ADDITIONAL MICROPHONES - # ____

ADDITIONAL TABLES - # ____

SOUND FOR PRESENTATION (REQUIRES SPEAKERS FOR LAPTOP)

OTHER, PLEASE EXPLAIN: