



BUTEX
Annual
Report

November

2022

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Chair's report

As I come to the end of my first year as Chair of BUTEX, I am reflecting back over the year to date as one where we have emerged out of two of the hardest years in many of our professional lifetimes; however, I feel we are doing so with a renewed sense of purpose and drive to continue to make impact in this important field of global learning.

We learned a lot over the peak years of the Covid-19 pandemic, but one learning was how important it is to be able to come together in person, where and when the situation allows. We held our first physical BUTEX conference since 2019 in York in April, and I felt it was two and a half days of buzzing excitement, as over eighty delegates from all over the UK and abroad came together to share, talk, listen and learn, in this 30th anniversary year of BUTEX. For me, taking part in the BUTEX Chairs' panel – joined by a number of former chairs who served in their roles going back over 20 years – was a particularly enjoyable part of the conference, and a reminder of the lasting impact BUTEX has made in our sector and for our students over such a long time.

The NAFSA conference and exhibition in Denver proved to be similarly as enjoyable, as we reconvened after three years with a refreshed booth presence and a fantastic partner reception! We hosted over 200 partners and friends in the skyline floor of the Grand Hyatt Hotel, for a drinks and desserts reception that went well into the late evening.

And now as we brace for winter, we are holding our annual Winter Workshop, a virtual one again this time as we continue to embrace the benefits of lower cost activities and wider accessibility that we learned during the pandemic. We will come together again from the ease of our home or workplace offices (for many of us, with our hoodies on and our heaters off!)

For many of us who are part of our universities' Turing Scheme management, 2002 – like 2021 before it – has not been an easy year. Turing continues to be a challenging project to administer, and along with colleagues of HEURO and UUKi, BUTEX continues to be an active voice in conveying the sector's Turing challenges to Capita and the Department for Education, to ask for better communication and solutions to our ongoing issues. However, amongst all the difficulties it's important not to lose sight of who we are doing this for and why. In these times when cost of living has increased dramatically across so many countries, Turing funding is proving to be even more important for our students and the ongoing success of their global experiences.

You can find the Treasurer's Report later in this annual report, but BUTEX continues to be in good financial health and we have been able to keep to our commitment to fund significant extra student scholarships out of our financial surplus. I think it's great to see this money go to those for whom it matters most. We are conscious, however, that we can't continue to be financially stable and add value into the future without adjusting our membership dues to account, at least in part, for cost inflation. So we are adjusting the dues – for the first time in several decades – and you can read more about that in the Treasurer's report.

I would like to thank our BUTEX executive committee members for all the hard work and support they give on a volunteer basis to the work of BUTEX. Our activities this year simply would not have been achievable without each and every one of them. But to you, our members, for your continued support and commitment you give to being part of BUTEX, I would like to thank you from myself and on behalf of our executive committee! We look forward to continuing to engage with you all in 2023 and onwards.

Rohan McCarthy-Gill
Chair
November 2022

BUTEX Membership

Institutional membership

BUTEX has 79 full members, 13 associate members and one reciprocal member. A list of all members can be found in Appendix 1.

Executive committee members

2022

Rohan McCarthy-Gill	Chair
Paulina Swann	Vice-Chair
Rohan McCarthy-Gill	Co-Treasurer (until May 2022)
Paulina Swann	Co-Treasurer (until May 2022)
Isobel Mosley	Treasurer (from May 2022)
Gemma Roberts	Marketing and Communications Officer
Sara Caneschi	Events Officer (until April 2022)
Rachel Gover	Events Officer (from June 2022)
Maggie Wootton	Summer Forum Officer (until January 2022)
Claire Belkadi	Summer Forum Officer (from April 2022)
Maggie Wootton	Co-opted Committee Officer (from April 2022)
Alice McLuckie	Co-opted Committee Officer
Inez Summers	Co-opted Committee Officer
Colette McGowan	Co-opted Committee Officer (Inbound Forum)

2023

Rohan McCarthy-Gill	Chair
Paulina Swann	Vice Chair
Isobel Mosley	Treasurer
Rachel Gover	Events Officer
Claire Belkadi	Summer Forum Officer
Maggie Wootton	Co-opted Committee Officer
Alice McLuckie	Co-opted Committee Officer
Inez Summers	Co-opted Committee Officer
Colette McGowan	Co-opted Committee Officer (Inbound Forum)

Upcoming elections

Marketing and Communications Officer
Representative of Associate Members

Activities in 2022

BUTEX committee meetings

The committee continued to meet virtually and have met on a monthly basis. All BUTEX executive meetings were held via Zoom. Meetings took place on:

12 January 2022
9 February 2022
9 March 2022
13 April 2022
11 May 2022
13 July 2022
7 September 2022
12 October 2022
9 November 2022

OGM, EGM and AGM

This year the Ordinary General Meeting (OGM) was able to once again take place in person, and was held as part of the BUTEX 16th International Conference in York on Friday 8 April 2022.

We held an EGM, in an asynchronous virtual format, across several weeks in October 2022. This was to vote on proposed changes to the BUTEX constitution.

The AGM is scheduled for Thursday 17 November (via Zoom).

EGM results

The results of the October EGM voting process on constitutional amendments have been finalised.

We received 31 institutional responses from 28 full member institutions. The quorum for the voting process was 26 full member institutions.

Proposed amendments	Agreed	Disagreed
Executive committee positions may be shared by two people nominated and elected on a joint ticket	29 93.5%	2 6.5%
The executive committee may co-opt up to 10 additional members for a period of one year, with the possibility of further co-option. And one member must represent the interests of inbound study abroad marketing, recruitment and programme management	31 100%	0 0%
Annual General Meetings (AGM) or Extraordinary General Meetings (EGM) able to be held in person or virtually, in either a	31 100%	0 0%

synchronous or asynchronous format		
Adjustment to the nominations procedure for executive committee positions	31 100%	0 0%
Establishment of position on the executive committee for an associate member to represent and advocate for associate members and their involvement in BUTEX	30 96.8%	1 3.2%
The formalisation in the constitution of the paid Manager of BUTEX contractor position	31 100%	0 0%

All proposed amendments were voted as 'Agreed' by over two thirds of voters and, as such, the amendments are approved and the constitution as varied has now been posted on the BUTEX website.

BUTEX 16th International Conference 2022, York

The BUTEX 16th International Conference was the first return to in person events for BUTEX since late 2019. The conference took place in York from 6 to 8 April 2022 and was a fantastic success, with excellent feedback from delegates via the questionnaires. It was wonderful to see people finally being able to meet in person and network again. Many thanks to the BUTEX executive committee and University of York colleagues for their hard work in arranging the conference with very little time, due to all the uncertainty that still surrounded whether the event could take place in person or not at the beginning of the year.

The varied programme included sessions on:

- The Summer School way to Widen Participation in Outdoor Mobility
- Transitioning from Virtual Mobility to the return of Overseas Opportunities
- Supporting Mental Health in Onsite and Virtual Internships
- Taking the Analytical and Data-based approach to working out who are your most meaningful University partnerships
- The LGBTQIA+ Experience: Pre-Departure and Mid-Mobility Support for Students Studying and Interning Abroad
- Gaining Global Intercultural Fluency in Remote Internships

This event was extremely well attended with a total of 81 delegates.

Thank you to all members who participated as session presenters and helped to provide a full and varied programme.

NAFSA 2022, Denver, Colorado

After two years of hiatus, the NAFSA event was finally able to take place again in 2022. BUTEX hosted a double booth which was available for all members to use for their meetings, and we saw a really high uptake in usage.

This year BUTEX also invested in two new stand-alone banners highlighting who BUTEX is and what we do, and the anecdotal sentiment was that they really enhanced our presence.

BUTEX Welcome Event at NAFSA 2022

This year, Kathryn O'Connor, BUTEX Manager, organised an informal meet up at a popular local Colorado hangout called Colorado Campfire. About 30 members joined the event and enjoyed catching up with colleagues old and new while enjoying a drink around a campfire!

BUTEX Reception at NAFSA 2022

Nineteen member institutions sponsored this event. Guests were invited to a drinks and dessert reception on the 47th floor of the Grand Hyatt Hotel. The feedback for this event from sponsoring institutions, members and guests was wonderful. Making an effort to ensure our events are having as much of a sustainable approach as possible, this year we did not provide as many small UK-related souvenirs for guests to pick up and keep as usual, but we did have a number of classic BUTEX-themed sticks of English Rock for guests to take home and enjoy or share. Thank you to all institutions who sponsored this event and made it such a success on the night.

The BUTEX committee continue to feel that the reception is a very effective way of raising the profile of BUTEX among international partner circles in an increasingly competitive market. We would encourage more members to sponsor the event and get involved!

BUTEX Winter Workshop 2022

After another successful online 2021 Winter Workshop, it was agreed that the 2022 Workshop will be held online on 17 November 2022. The BUTEX Executive Committee received varied session proposals and the programme being offered will focus on 'Global Connections in a Changing World'. There will be six sessions being held over one day and sessions will include:

- Supporting Student Career International Readiness in the World of Remote and Hybrid Work
- Post Covid/Post Brexit view of Study Abroad from Student Perspective
- Supporting Students with Global Travel
- Enhancing your International Mobility portfolio: Selecting New Partners for Short-term Mobility Programmes
- Student Expectations to Overseas Mobility and how they've changed Post Pandemic
- LJMU Global Summer School Lessons Learned

BUTEX Scholarships 2022

Due to the pandemic taking away everyone's ability and freedom to travel in 2020 and 2021, 2022 saw an unprecedented interest in the BUTEX Scholarship program. After a concerted effort to market the program through the new BUTEX Instagram account and other social media channels, and BUTEX members sharing the opportunity widely, we received a total of 1,184 applications! This is by far the most applications BUTEX has ever received for the scholarship program and we couldn't quite believe it!

Due to such high numbers, marking all the entries took some time and coordination! After the initial marking stage that was undertaken by a group of volunteers from the BUTEX committee and our members, the finalists were selected and voted on by our members. Thank you to all those who took the time to vote.

Our winners for 2022 were announced in November and will soon be uploaded to the BUTEX website.

This year it was decided to only offer three categories: Blog, Vlog and Poster. The decision was made to remove the essay category due to its similarity to the blog category. The application questions remained the same as they had been updated in 2021 across all the categories, worked well and made the marking criteria easier.

For the next scholarship round, we are again considering the possibility to remove the blog category and only focus on poster and vlog entries. This is due to the fact that the blog category does not allow for much creativity and is more complicated to mark – and with a volunteer team marking all the entries we need to take the time factor into consideration. We would also like to encourage more creative entries for the scholarship program and the posters and vlogs provide much more opportunity for this.

We believe that the scholarships are an effective way of benefiting both our members students and promoting study abroad and the activities of BUTEX at the same time.

We would like to thank all member institutions who actively advertised the BUTEX Scholarships to their students. A breakdown of entries by home and host institution can be seen in Appendix 2.

Dates for your Diary 2023

BUTEX Scholarships 2023

Scholarship applications will open around April and May 2023 with eight scholarships available. Utilising the surplus funding created during the pandemic, there were a total of 42 scholarships available across 2021 and 2022. However, in 2023, we will return to the standard annual provision of eight scholarships. Due to the high number of applications we received in 2022, and to continue to try to offer the best opportunities for our members' students, we will be exploring possible sponsorship opportunities to increase the number of available scholarships in the future.

Successful applicants will be notified in October 2023.

NAFSA 2023, Washington, DC

A double booth has been booked again in the Expo Hall for NAFSA 2023. We will soon communicate with members about our upcoming presence at the event.

BUTEX Welcome Event at NAFSA 2023

The Welcome Event for BUTEX members will be announced as soon as possible. This event will likely be held on Sunday 28 or Monday 29 May 2023.

BUTEX Reception at NAFSA 2023

The 2023 BUTEX partner reception will take place at the Decatur House on Tuesday 30 May 2023. One of the oldest surviving homes in Washington and an historic house museum, BUTEX held its NAFSA reception here in 2019 – and as it was so successful, we have decided to return to the same venue once again!

Details of sponsorship opportunities to support this event will be posted on the BUTEX website and shared via the BUTEX mailing list in due course.

BUTEX Summer Forum 2023, Birmingham

BUTEX is looking forward to hosting its Summer Forum at the University of Birmingham from 12 to 13 July 2023.

We thank Maggie Wootton who started the planning for this event, which was originally scheduled to take place in 2021. Maggie has since moved to Birmingham City University, and Claire Belkadi has taken on the position of Summer Forum Officer to support the BUTEX team in the planning and execution of this event, which is now well underway!

Appendix 1

BUTEX member institutions 2022

Full Members

Aberystwyth University
Anglia Ruskin University
Bangor University
Bath Spa University
Birmingham City University
Brunel University London
Canterbury Christ Church University
Cardiff Metropolitan University
Cardiff University
De Montfort University
Durham University
Edge Hill University
Glasgow Caledonian University
Glasgow School of Art
Keele University
Kingston University
Lancaster University
Leeds Beckett University
Liverpool John Moores University
London Metropolitan University
London School of Economics and Political Science
London South Bank University
Manchester Metropolitan University
Newcastle University
Northumbria University
Nottingham Trent University
Oxford Brookes University
Queen Mary University of London
Queen's University Belfast
Royal Holloway, University of London
Sheffield Hallam University
SOAS University of London
St Mary's University, Twickenham
Swansea University
Teesside University
Ulster University
University College London
University for the Creative Arts
University of Aberdeen
University of Bath

University of Birmingham
University of Bradford
University of Brighton
University of Bristol
University of Central Lancashire
University of Dundee
University of East Anglia
University of Edinburgh
University of Essex
University of Exeter
University of Glasgow
University of Greenwich
University of Hertfordshire
University of Hull
University of Leeds
University of Leicester
University of Lincoln
University of Liverpool
University of Manchester
University of Nottingham
University of Portsmouth
University of Reading
University of Roehampton
University of Salford
University of Sheffield
University of Southampton
University of St Andrews
University of Stirling
University of Strathclyde
University of Sunderland
University of Surrey
University of Sussex
University of the Arts London
University of the West of England
University of Warwick
University of Westminster
University of Worcester
University of York
York St John University

Associate Members

Absolute Internship
Academic Programs International
Anglo Educational Services
Arcadia University
BUNAC
Challenges Abroad
Fulbright Commission
Foundation for International Education
International Volunteer HQ
Pagoda Projects
Think Pacific
ULodging
Virtual Internships

Reciprocal Member

UUKi

Appendix 2

Scholarship entries 2022



BUTEX SCHOLARSHIP ENTRIES 2022 UNIVERSITY BREAKDOWN

Institution	Total Number of Applications	Incoming Student Applications	Outgoing Student Applications
Aberystwyth University	5	2	3
Anglia Ruskin University	2	2	0
Bangor University	1	1	0
Bath Spa University	5	3	2
Birmingham City University	7	1	6
Cardiff Metropolitan University	5	3	2
Cardiff University	5	2	3
Durham University	2	1	1
Glasgow Caledonian University	1	1	0
Glasgow School of Art	19	8	11
Keele University	24	13	11
Kingston University	3	3	0
Lancaster University	2	1	1
Leeds Beckett University	1	0	1
Liverpool John Moores University	2	0	2
London Metropolitan University	1	1	0
London School of Economics and Political Science	18	13	5
Manchester Metropolitan University	2	2	0
Newcastle University	12	0	12
Northumbria University	15	1	14
Nottingham Trent University	25	4	21
Oxford Brookes University	2	0	2
Queen Mary University of London	36	12	24
Queen's University Belfast	8	8	0
Roehampton University	2	2	0
Royal Holloway University of London	4	1	3
Sheffield Hallam University	2	0	2
SOAS University of London	8	8	0
St Mary's University, Twickenham	4	3	1

Swansea University	20	6	14
University College London	57	33	24
University for the Creative Arts	1	1	0
University of Aberdeen	7	1	6
University of Bath	30	7	23
University of Birmingham	62	15	47
University of Bradford	6	1	5
University of Brighton	4	4	0
University of Bristol	14	9	5
University of Central Lancashire	3	0	3
University of Dundee	6	1	5
University of East Anglia	41	8	33
University of Edinburgh	63	63	0
University of Essex	61	20	41
University of Exeter	72	15	57
University of Glasgow	55	17	38
University of Greenwich	4	2	2
University of Hertfordshire	32	2	30
University of Hull	3	1	2
University of Keele	1	1	0
University of Leeds	48	25	23
University of Leicester	2	2	0
University of Lincoln	11	0	11
University of Liverpool	16	13	3
University of Manchester	73	17	56
University of Nottingham	7	2	5
University of Portsmouth	1	1	0
University of Reading	21	17	4
University of Roehampton	2	2	0
University of Salford	2	0	2
University of Sheffield	26	7	19
University of Southampton	5	4	1
University of St Andrews	25	0	25
University of Stirling	11	2	9
University of Strathclyde	8	2	6
University of Surrey	31	4	27
University of Sussex	48	35	13
University of West London	1	1	0
University of Westminster	42	36	6
University of Worcester	3	0	3
University of York	15	1	14
York St. John University	21	2	19
GRAND TOTAL (71 Universities)	1184	476	708

Appendix 3

Treasurer's report 2022

Both BUTEX's income and expenditure increased significantly in 2022 compared to 2021.

We welcomed seven new institutional members this year, including five full and two associate members.

The significantly eased restrictions surrounding Covid-19 towards the end of 2021 are reflected in this year's report with the re-introduction of in-person events, the 16th International Conference in York in April and NAFSA 2022 in Denver in May.

As we outlined at last year's AGM, we invested a total of £13,000 from our 2020 and 2021 surplus to fund 26 additional scholarships for incoming and outgoing students, providing a grand total of 42 scholarships (or £21,000 of investment in our students) across 2021 and 2022.

Scholarship Awards	Incoming		Outgoing		Total
	Original	Additional	Original	Additional	
2021/22	4	4	4	6	18
2022/23	4	7	4	9	24
					42

As we enter 2023, we are all aware of high inflation levels in the UK and abroad. The official inflation rates are 8.8% for the UK and 7.7% for the US as at the end of September and October 2022 respectively. There are unconfirmed reports of inflation having already exceeded 10% in the UK. Our full BUTEX membership rate has been set at £450, for the most part, since 1996. However, it is neither realistic nor responsible in this environment of almost double-digit inflation for our rates not to rise to keep up with the cost of operations. Not doing so would see our historic surplus – which provides us with both some financial leeway and funding for specific opportunities – being drawn down significantly just to stay still, and could result in our association returning to a fiscal fragility of the past. As such, we are adjusting our 2023 membership rates to increase by 10%, in order to keep up with inflation this year, but we will re-evaluate these levels at this same point next year.

Membership Type	Year	
	2022	2023
Full	£450	£495
Associate Gold	£450	£495
Associate Silver	£225	£247.50
Inbound Only	£80	£88

As discussed in the 2021 report, although we have returned to some in-person activity, we are continuing to offer the one-day Winter Workshop online and free of charge this year.

This is based on discussions around retaining one-day workshops in an online format for the time being, not only to offset the cost of in-person events, but also to widen access to members, for whom travel for one day might be unsustainable. We also recognise it also enables more colleagues from individual members to participate, who may not otherwise attend such events in-person.

Thank you for all your support of BUTEX throughout 2022, and we look forward to continue to support you in 2023!

Isobel Mosley
Treasurer
November 2022

Income and expenditure statement

24 November 2021 - 23 November 2022

Income

Membership Fees	£ 39,140.76
16 th International Conference	£ 22,359.04
NAFSA reception 2022	£ 9,975.00
Total Income	£ 71,474.80

Expenditure

Secretariat	£ 16,890.77
Website	£ 582.00
Bookkeeping software	£ 160.80
Videoconferencing software	£ 740.26
Scholarship payments	£ 19,025.00
16 th International Conference	£ 18,921.17
NAFSA booth 2022	£ 10,028.79
NAFSA reception 2022	£ 10,515.68
NAFSA booth 2023 (deposit)	£ 5,878.29
Insurance	£ 218.24
Total Expenditure	£ 82,961.00

Balance of funds – Santander account **£ 48,789.92**

Balance of funds – PayPal account **£ 225.00**

Isobel Mosley
BUTEX Treasurer
November 2022