



April 28, 2006

Executive Board Meeting
South Lake Tahoe
Embassy Suites Hotel

Subject: CAPED Affiliation with AHEAD

Discussion:

In October 2004, CAPED was formally approached by the Association on Higher Education and Disability (AHEAD) to consider becoming an official affiliate of the organizations. The CAPED Officers Council has been researching the issues of affiliation and would like the Executive Board to take into consideration affiliation with AHEAD. This matter will be discussed at our next CAPED Executive Board meeting in October prior to the convention.

Listed below are frequently asked questions and answers. Please review this information with your CIG and Committees members. We welcome your thoughts.

What is Affiliation?

Affiliation is not the creation of a dis-equal relationship, nor is it the creation of a relationship built on control or oversight. Rather, affiliation is the title given to formal partnerships with other free-standing organizations, that serves to be mutually beneficial both in the furtherance of the common and greater good.

AHEAD's overall philosophy toward developing affiliation relationships is based on the belief that entities who share common goals, beliefs, and directions, working together are capable of far more than those same organizations expending the same quantity of resources, but working separately.

Organization's Purpose:

- CAPED's Purpose:
1. To facilitate the exchange of current information, issues and techniques among personnel and agencies serving persons with disabilities
 2. To communicate and coordinate with all institutions and agencies offering programs or services to persons with disabilities.
 3. To inform the public about higher education programs and services for persons with disabilities.
 4. To promote high standards and success in higher education programs and services for persons with disabilities.
 5. To promote, conduct, and report on research related to higher education and persons with disabilities.
 6. To advance high standards of professional

ethics and integrity among those who instruct or provide programs and services for persons with disabilities.

AHEAD Purpose: AHEAD is a membership organization for individuals involved in the development of policy and in the provision of quality support services to serve the needs of persons with disabilities involved in all areas of higher education. At this time, we boast more than 2,200 members throughout the United States, Canada, England, Australia, Ireland, Northern Ireland, New Zealand, South Africa, Sweden, Japan and Greece.

Organizational Identity:

Can the Affiliate keep it's own name and identity?

Affiliates are required to have their own articles of incorporation and by-laws-and to keep them in good standing. AHEAD actually requires that copies of these documents be submitted upon application to ensure that they are in good order. AHEAD extends no rights or control over an affiliate's incorporation or by-laws.

Fiscal Issues:

1. What cost are associated with being an Affiliate?

\$25.00 one time application fee. There are no other costs associated with being an affiliate of AHEAD.

2. Can an Affiliate maintain their own budget separate from AHEAD?

Affiliates are required to maintain their own budgets, revenues, expenditures, investments, and spending priorities. As noted above - because this is an affiliation – a formal relationship between two independent entities – neither has any control over the other.

3. Can an Affiliate maintain a state conference and keep all proceeds from the conference?

Yes – one of the major benefits that affiliates offer to their members is a more local support and networking system. Conferences are an important way to share state/local topics and AHEAD encourages CAPED to continue annual conferences. Neither group has any right over the other party's finances or operations.

Membership Issues:

1. How do Affiliates maintain their membership dues and not compete with AHEAD?

Affiliates and AHEAD maintain their membership without competing by ensuring that the affiliate continues to offer member benefits that complement those of AHEAD, and vice-versa-rather than looking to recreate or duplicate benefits offered by the other party.

It has been AHEAD's experience that the group who may have a challenge with "competing" is AHEAD. AHEAD's dues are significantly higher than any of the

affiliates. Members can have dual membership in the affiliate and AHEAD OR can be a member of just one organization.

2. Why would professionals want to join both organizations?

It is important to recognize from the outset that some individuals would not want, or feel the need, to join both organizations. Individual’s desire to join an organization is typically driven by two factors: 1. their perceived needs, and 2. their fiscal resources.

In an ideal world, folks would want to be members of both organizations because each provides something the other, by definition, can not. State organizations are the best source of information, professional networking, and a sense of belonging that is of particular import to that State. International organizations offer the same qualities, but on a more macrocosmic scale.

Both types of organizations are critically important, valuable, and imperative in their own right without superseding each other’s value.

Membership Dues Comparison

	CAPED membership	AHEAD membership	Dual membership
Membership Year	October 1 – September 30	January 1 – December 31	
Professional membership dues	\$ 80	\$ 185	\$ 265
Affiliate membership dues	\$ 80	\$ 135	\$ 215

Philosophical Questions:

1. Why should CAPED become an Affiliate?

AHEAD believes that affiliating (partnering) with other organizations is a powerful tool in maximizing the strength that comes from shared information, insights, expertise, and experiences. Some of the most common rationale for other groups who have decided to become affiliates of AHEAD are:

1. An added visible “feather in the cap” as being a formal, recognized affiliate of AHEAD- particularly valuable when working with issues of external relations , state legislative affairs, fundraising activities, and outreach efforts.
2. An additional vehicle for promoting Affiliate activities, products and services to a significantly wider audience at no cost.
3. Access to programs available only to AHEAD affiliates such as:
 - Complimentary AHEAD conference registration for an affiliate representative
 - Complimentary space in the AHEAD exhibit hall

- Access to AHEAD's communications network for purposes of promotion and public relations efforts
- Eligibility for affiliate supplemental funding from AHEAD to support affiliate initiatives
- Access to complimentary business and operational consulting through AHEAD
- Complimentary support in organizational development, strategic planning, and association management consultation and expertise
- Support with event and conference planning, promotion and implementation

2. What do are the advantages to CAPED in becoming an affiliate?

CAPED is a well-established, highly respected, dynamic organization that serves its constituency and fulfills its mission effectively. AHEAD is the very same kind of organization with the same qualities. A well crafted and tended to affiliation between two outstanding groups can only serve to make each stronger. Affiliation with CAPED would: A) provide a visible and real link to higher education and disability in California B) provide a formal conduct for gaining a higher level of understanding of the unique needs and challenges of professional working in higher education in California. C) provide a strengthened connection to CAPED members that can serve as venue for reaching out to those individuals and offering resources that are in compliment to those offered by CAPED.

3. What can CAPED do for AHEAD?

CAPED's side of an affiliation with AHEAD would involve the following commitments:

1. Establish and/ or maintain a mission statement consistent with that of AHEAD;
2. Use the AHEAD name and trademark according to prescribed standards;
3. Actively promote Affiliate and AHEAD membership and member benefits at Affiliate-sponsored activities, via materials provided by AHEAD;
4. Designate a member of the Affiliate's governing board who is an active member of AHEAD to serve as a liason between the Affiliate and the Director of Constituent Relations-U.S.;
5. Designate an Affiliate member to serve as a liaison between the Affiliate and the AHEAD webmaster to ensure that the Affiliate's web site is kept current;
6. Designate one Affiliate member to attend the national conference and represent the Affiliate at the Affiliate Council meeting;
7. Notify the Director of Constituent Relations-U.S. of changes to the Affiliate's mission and/or by-laws.

4. What can AHEAD do for CAPED?

1. Formal recognition and promotion of the Affiliate and its members, activities and resources;
2. Infrastructure and technical support for the Affiliate to have a World Wide Web presence and electronic communication through existing technology, including but not limited to: a web site, discussion forum, listserv, moderated chat;
3. Expert assistance and consultation regarding association management issues such as: insurances , finances, tax reporting, membership promotion, event management, publication production, etc.;
4. Assistance with implementing and promoting regional professional development activities;
5. One complimentary full-conference registration fee for the annual AHEAD conference, for the Affiliate to assign at its sole discretion, enabling the Affiliate to be represented at the annual Affiliate Council Meeting;
6. The opportunity to apply for funds to support professional development activities of AHEAD Affiliates;
7. The opportunity to promote affiliate membership through AHEAD's existing membership recruitment and retention mechanisms;
8. Materials to promote Affiliate and AHEAD membership and member benefits;
9. A reasonable level of legal review of official written documents produced in the name of an Affiliate of AHEAD

The Officers Council invites your comments and feedback. Please let us know your additional questions. We will be happy to research the answers.

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