

ADDENDUM TO CONFIRMATION BY MEMBERS OF THE INTERNATIONAL SPACE EDUCATION BOARD

as of 01/01/2022

Recalling sections 4.6 and 4.7 of the Charter of the International Space Education Board (ISEB), upon fulfillment of a three-year membership, Members shall be evaluated based on their cumulative contribution and participation in ISEB activities.

Recognizing the absence of a clear methodology to evaluate Members' contributions in the ISEB Charter and its Confirmation of Members to the ISEB, the strategy outlined in section 1 of this Addendum shall be used as an objective record, from which a quantifiable contribution value for each Member may be derived. Contribution values for each Member shall be averaged across their three years of membership and evaluated by the Founding Members. Said evaluation will determine the Member's membership status for the subsequent three years.

Considering the purpose of the ISEB to enhance cooperation among members and immense value of the shared network, the ISEB Founding Members propose the addition of a new membership category, 'Friends of ISEB', to act an intermediary between the evaluation outcomes of 'membership extension' and 'membership termination'. Specifications of said category are outlined in section 2 of this Addendum.

1. ISEB Member Contribution 3-year Evaluation – effective as of 1 January 2021.

The following categories, via weighted percentage, shall be used to evaluate a Member's annual contribution value:

- Participation in Meetings- 50%
- Financial Contribution – 10%
- Student Sponsorship – 10%
- Support to Chair for ISEB Program Activities – 25%
- Head of Education and Head of Agency Participation – 5%
- Bonus for Participation in Supplementary Activities – 5%

Regarding Members who signed the Confirmation of Members to the ISEB in 2017 in Adelaide, Australia: evaluation will include the cumulative average of the years 2018, 2019, 2020 and 2021.¹ 2018 and 2019 will hold a combined weight of 50% of the cumulative score, 2020 and 2021 will hold a combined weight of the remaining 50%. Other Members shall be informed on a case-by-case basis as to the years of evaluation and their respective weights to the cumulative average. As of 2022, all subsequent years shall be given an equal weight of 33.3% of the cumulative score.

¹ In 2020, the Covid-19 pandemic resulted in cancellation of the International Astronautical Congress, and thus, the regular activities of the ISEB, notably the Student Program at IAC, did not take place. In 2021, health and safety concerns resulted in cancelled participation to the IAC, thus the regular activities of ISEB did not take place.

Members who achieve a minimum average contribution value of 60% across three years shall be granted extension of membership to the ISEB. Members who achieve an average contribution value of 59% or below across three years shall be invited to join the Friends of ISEB membership category. If an invitation to the Friends of ISEB membership category is not answered within two months of receipt, the Member will be automatically transitioned to 'Friend of ISEB'.

2. Friends of ISEB Membership Category – activated as of 1 January 2022 (or as needed).

The Friends of ISEB membership category shall be invoked in the instance that a Member is not able, or does not have the time/resources to make active contributions to the ISEB, as demonstrated by inability to achieve the minimum active contribution over the course of a prior three year membership.

The Friends of ISEB membership category may be also utilized as a provisional membership for new Member applicants, to allow the applicant to become familiar with the activities of the Board and identify areas of their interest that will contribute to their active membership. In such cases, the applicant will be a Friend of ISEB for 1 year, after which, their membership status will be re-evaluated by the ISEB Founding Members.

A Friend of ISEB shall have the following involvement:

- Be included on the ISEB R-WG mailing list for informatory purposes
- Be invited to attend R-WG and annual HoE meetings as observers

At discretion of the Chair:

- Be offered the option to participate in ISEB Student Program activities on an annual basis in a **co-organiser capacity**, such as assisting the lead organiser with event logistics and coordination.²
- Be offered the option to participate in ISEB Student Program activities on an annual basis in a **facilitation capacity**, such as moderating an event, leading group discussions, or workshop activities.²
- Be offered the option to participate in ISEB Student Program activities on an annual basis in a **speaker capacity**, such as nominating a panelist or presenter.³

A Friend of ISEB shall not have the following involvement:

- Use of logo on ISEB productions/goods or in the International Student Zone
- Access for their independently sponsored students to attend ISEB student-only events during the annual ISEB Student Program
- A booth within the International Student Zone at the International Astronautical Congress
- Promotion of funding opportunities on the ISEB website

² Applicable to all standard ISEB Student Program Activities.

³ Not applicable to the Heads of Agency (HoA) Session, Heads of Education (HoE) Meet and Greet.

After three years in the Friends of ISEB category, a Friend will be offered the opportunity to re-apply for Member status or have their membership terminated, via letter from the ISEB.

In re-application for Member status, a Friend's annual participation and engagement will be recorded in the ISEB Member Contribution 3-year Evaluation documentation. A minimum average contribution value of 30%⁴ across three years shall be required for the Founding Members to consider a re-application request.

⁴For example (but not limited to), 30% could be achieved through participation in half of the R-WG and HoE meetings + providing medium support to the chair with one ISEB Program activity per year (see ISEB Member Contribution 3-year Evaluation for further details).