

NSEE 2012 Annual Conference
Hyatt Regency, Milwaukee, Wisconsin
October 3-5, 2012



2012 Call for Proposals

October 3 – 5, 2012
Hyatt Regency* Milwaukee, Wisconsin

Proposal Submission Due January 16, 2012

In preparing your proposal we encourage you to structure your ideas around the areas of interest as represented by NSEE's Special Interest Groups (SIGs) and Networks, and within the context of one of the following conference tracks:

- Best Practices / Case Studies
- Using Technology in Experiential Education
- New Models of Work
- Partnerships
- Research in Experiential Education: Data and Pedagogy
- Diversity in Experiential Education
- Program Evaluation & Assessment: Using CAS Standards and other methods

For more than four decades the NSEE has championed the advancement of experiential education in classrooms, communities, and workplaces throughout the many worlds where our members are engaged in experiential education programs. A common thread continues to unite us: the powerful pedagogy of experiential education which facilitates learning and transforms education.

Information & Guidelines for Submitting a Proposal

SUBMISSION

All Proposals Must Be Submitted Electronically to nsee@talley.com using the online form at www.nsee.org. Follow the link to the conference section.

The deadline to receive proposals is 11:59 p.m. January 16, 2012
Incomplete proposals or improperly formatted proposals will not be considered

SCORING

Proposals will be peer-reviewed by the 2012 Conference Planning Committee. The review process consists of dividing the proposals by SIG and Network types as indicated in Question #5 on the Application. Review teams will then evaluate proposals based on the following criteria:

- Session design and content (discussion, interaction, instruction)35 points
 - Experiential and/or creative nature of session.....25 points
 - Relevance of topic to conference theme/tracks 15 points
 - Clarity of description 15 points
 - Presenter Expertise/experience with topic (classroom, workshop, conference)10 points
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FORMAT OF SESSIONS

Presenters are requested to provide their preferred presentation format (Question #3) on the application form. Since a limited number of workshop and roundtable spaces are available, all requests will be taken into consideration, but preferences cannot be guaranteed. Submission of a proposal constitutes your willingness to accept and abide by the final decisions of the conference committee.

Workshops are 60 or 90-minute sessions. Preference will be given to workshops that actively engage participants and reflect a depth and breadth of experience. Please clearly articulate in your proposal the strategy you will use to actively engage participants.

Roundtables are 60-minute, interactive discussions. The sessions are informal in nature and are intended to promote lively conversation among participants. Audience size will be limited in each roundtable.

NOTIFICATION

Applicants will be notified of the status of their proposal no later than March 31, 2012. If a proposal has multiple presenters, written correspondence **will be sent only to the primary contact**. It is the responsibility of the primary contact to disseminate any information regarding the presentation to all presenters.

ABSTRACT SUBMISSION REQUIRED

Presenters are required to submit an abstract of their presentations, which will be published by NSEE for research purposes. Abstracts are due by May 30, 2012

PRESENTATION REQUIRED

Presenters are required to submit a final electronic copy of their presentation, which will be posted on the website. Presentations are due by October 1, 2012

CHANGES & CANCELLATIONS

Once the program schedule has been finalized, changes cannot be made. While situations may arise that might cause a presenter to cancel his/her presentation, NSEE encourages presenters to seek every possible alternative, including finding a substitute or co-presenter, prior to making a decision to withdraw from the conference. In the event that a presenter must cancel, written notification must be submitted to NSEE at the presenter's earliest opportunity. Failure to do so may result in non-acceptance of future program proposals.

CONFERENCE REGISTRATION REQUIRED

All presenters are required to register for the **full conference**. Information on conference registration fees and hotel rates will be available at www.nsee.org mid-May 2012.

APPLICATION

Download the Proposals Application at www.nsee.org. Please have the following information ready, so that you can quickly complete the form online.

- 1) **Title of Presentation**
- 2) **Abstract Description**: (limited to 75 words, the description should be an *accurate summary* of your presentation. NSEE reserves the right to edit abstracts).
- 3) **Presentation Format Requested**: (90-Minute Workshop; 60-Minute Workshop; Roundtable; Double-Length Session (limited availability, either 2-hours or 3-hours))
- 4) **Applicable Conference Track**:
 - New Models of Work
 - Partnerships
 - Best Practices / Case Studies

- Diversity in Experiential Education
 - Using Technology in Experiential Education
 - Research in Experiential Education: Data and Pedagogy
 - Program Evaluation & Assessment: Using CAS Standards and other methods
- 5) **SIGs and Networks areas:**
SIGs: You will be asked to RANK the TOP TWO most applicable from the following list: Arts & Culture • Career Development • Education Abroad • Internships/Cooperative Education • Assessment, Evaluation & Research • Deliberative Democracy, Environmental Studies & Social Justice • Service-Learning • Learning in the Classroom • Service-Learning
- 6) **A brief but expanded description of your proposal as it relates to the following:** I) Goals of the presentation; II) Overview of the presentation; III) Strategies that participants will take away. In addition, please include a basic agenda with format of activity and timing, including a percentage of how time is utilized. Additional information that helps the reviewers understand the uniqueness or innovative aspects of the subject matter or program is highly recommended. NSEE encourages proposals from those new to the field as well as from seasoned veterans.
- 7) **A brief background of your experience / expertise with the proposed subject matter,** including previous workshops and presentations.
- 8) **Intended target audience level** (select only one): Beginner • Intermediate • Advanced • Open to All
- 9) **Preferred room setup:** (room set-up is not guaranteed) Rounds; Theater (chairs in rows only) or No Preference
- 10) **Audio-Visual:**
 Due to the high costs associated with hotel A/V rentals, all presenters are responsible for providing their own laptops.
- 11) **Contact Information:** Please provide complete contact information for each presenter: Full name, title, institution/organization, email address, complete mailing address, phone and fax.