



Call for Proposals: Information & Guidelines

44th Annual Conference
Monday, October 5 — Wednesday, October 7, 2015
Loews Don CeSar Hotel on the Beach
St. Pete Beach, Florida

***EXPERIENTIAL EDUCATION FOR THE 21ST CENTURY
PRESERVING HIGH IMPACT PRACTICES IN A DIGITAL & VIRTUAL WORLD***

***Proposal Submission Deadline – Extended
February 4, 2015***

When 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 within the context of one of the following conference tracks:

- Scholarship: Empirical, Applied, and Pedagogical Research
- Best Practices
 - Case Studies
 - Technology (e.g., e-learning, e-portfolios)
 - Tools and Techniques
- Partnerships
 - Conversations across campus between student affairs and academic affairs
 - Attracting external partners, funding, and relationships
 - Engaging in national conversations (e.g., how your institution works with other national organizations such as AAC&U, AAEEBL, NCHC to promote experiential education)
- Evaluation and Assessment
 - Accreditation (e.g., QEP)
 - Tools and Techniques
 - Student Poster Forum
 - Research experiences and reflection
 - Education Abroad experiences and reflection
 - Service-Learning experiences and reflection

- o Internship experiences and reflections

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. Incomplete proposals or improperly formatted proposals will not be considered.

The deadline for submitting proposals has been extended to February 4, 2015 at 11:59 EST p.m.

SCORING

Proposals will be peer-reviewed by the 2015 Conference Planning Committee. The review process consists of dividing the proposals by SIG types as indicated in Section #4 on the application. Review teams will then evaluate proposals based on the following criteria:

- Design and content (discussion, interaction, instruction)..... 25 points
- Experiential and/or creative nature of presentation..... 25 points
- Clarity of description..... 25 points
- Relevance of topic to conference theme/tracks 15 points
- Presenter expertise with topic..... 10 points

FORMAT

Presenters are requested to provide their preferred presentation format (Section #2) on the application form. Since a limited number of session 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 decision of the Conference Committee.

Sessions are 60-minute or 90-minute formal presentations followed by discussion and questions. Preference will be given to sessions 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 the audience.

Breakfast Roundtables are 60-minute interactive discussions, held at roundtables during breakfast, and led by the presenter(s). The sessions are informal in nature and are intended to promote insights and conversation among participants. Breakfast tables normally accommodate no more than 8 to 10 people.

Student Poster Forum is a 60-minute interactive period during which the audience circulates among poster displays while students present and discuss the content of their poster. This forum is intended to generate conversation and to stimulate interest for students, faculty sponsors, and the audience.

NOTIFICATION

Applicants will be notified of the status of their proposal no later than **May 30, 2015**. 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 all information regarding the proposal to all presenters.

ABSTRACT PUBLICATION

The abstract submitted in the template section of the Proposal Application may be used by NSEE to promote the Annual Conference. NSEE reserves the right to edit abstracts for publication in the conference program and advertising materials.

PRESENTATION POSTING OPTION

Presenters have the option to submit an electronic copy of their presentation and/or handout materials which will be posted on the conference website.

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 faculty and staff presenters are required to register for the **full conference**. Student presenters may register for only the day of the conference during which they will be presenting their poster sessions. Information on conference registration fees and hotel rates will be available at www.nsee.org mid-May 2015. Discounts are available for campus teams of 5 or more.

APPLICATION

Download the Proposal Application at www.nsee.org.