

ACHE 2012 CALL FOR PROPOSALS

COLLABORATIONS AND PARTNERSHIPS:

OUR KEYS TO THE FUTURE

ACHE

The annual ACHE Conference and Meeting has traditionally been a time and place for members to network, as we renew old acquaintances and develop new ones. We clearly understand the worth of sharing experiences as we discuss successful (and sometimes those not so successful) endeavors in which we have participated. There is real value in this conversation, as evidenced by the fact that the networking opportunities are—virtually always—the most highly rated aspect of conference attendance by those who participate. With that in mind, this Call for Proposals seeks to build upon our capacity and passion for networking by calling for program presentations focused on best practices in boundary-expanding collaboration and partnership building.

THE 2012 CONFERENCE

This year—2012—we will explore the many ways in which we are working with other agencies, institutions, corporations, academic departments, or other entities to enhance our performance and strengthen our respective positions. It is becoming increasingly evident that collaborating with a wide range of previously untapped partners is on the rise. Our commitment to serving our respective constituencies demands a new way of meeting their requirements for more efficient training programs and more effective learning activities. The diminution of appropriated funds for public institutions, the increasing pressure for us to become fully self-sustaining units, and the continuing state of the economy compel us to consider two very important questions: how do we strengthen our individual programs, and how do we ensure our continuing relevance within the higher education community?

THE CALL FOR PROPOSALS

The Program Committee for the 2012 ACHE Annual Conference and Meeting invites members and friends of the Association to submit proposals for interactive sessions to be presented at the Sheraton Capitol Hotel in Austin, TX, November 12-14, 2012. In keeping with the pragmatic spirit of our group, we suggest that those submitting proposals might address (but are not limited to) such topics as:

- Theory and praxis
- Successful, sustainable collaborations/partnerships
- Overcoming barriers to successful partnerships and/or collaborations
- Best business practices in working with other agencies, associations institutions, organizations, or other partners
- Best relational practices in working with other agencies, associations institutions, organizations, or other partners
- Impact of technology
- Prospecting for potential partners

THE TRACKS

Please design your presentation to encourage audience involvement by encouraging discussion and utilizing exercises, problem-solving assignments, and group work wherever appropriate.

Conference tracks will include:

- ❖ Thinking: Creativity, and new and unique models, concepts, roles, and responsibilities. Presentations of this type may be more research-oriented and visionary, capturing originality and innovation from other fields.
- ❖ Doing: Pragmatic focus on *key competencies and critical skills*—the practical application of theoretical positions, including tips, tools, techniques; the application of languages/terminology from other fields; deriving new models in establishing learning environments, operations, and collaborations from other sources.
- ❖ Including: Discussions/sharing that focus on improving the overall quality of and access to higher education (i.e., case studies, partnerships, pilot programs, impactful marketing, customer service, scholarships, faculty, accelerated programs, non-credit, prior learning, and learner needs – access, outreach, recruitment, retention, international, etc).

THE PROPOSAL

In keeping with past ACHE conference emphases, the program committee seeks presentations that are practically oriented and that address current, important interests and concerns within our profession. **Of particular, specific interest for this conference are programs that highlight successful collaborative efforts and/or describe unique and effective partnerships.** Conference attendees comprise the full range of continuing education professionals from entry-level novices to seasoned senior administrators. Successful proposals may very well appeal to a broad range of attendees or, alternatively, be more narrowly focused to engage the active interest of a specific, identifiable segment of those in attendance. Those submitting proposals should clearly identify whether the program will address credit/non-credit programming, web-based instruction, non traditional students, lifelong learning, student/client support services, interagency initiatives, etc., so that it can be determined where the offering might fit within the overall program. Each application will be carefully evaluated; programs selected will include those proposals that are judged to best meet the following criteria:

- ❖ Theme relevance
- ❖ Quality of descriptive detail regarding program content and value
- ❖ Appropriateness to an identified track
- ❖ Pragmatic applications
- ❖ Creative solutions to pressing problems
- ❖ Perceived prospective audience appeal

SUBMISSION GUIDELINES

Proposed sessions should be submitted via our “[Submit Your Proposal](#)” link on our conference website at www.acheinc.org/ache2012 by **Friday, March 02, 2012**. You will be notified regarding the status of your submission no later than **April 27, 2012**.

A completed proposal will include the following information:

1. Contact information
 - Name(s) and Title(s) of presenter(s)
 - Name of primary contact for proposal (must be one of the presenters)
 - Primary contact e-mail
 - Primary contact phone
 - Primary contact address
 - Brief bio of presenter(s)
2. Presentation type
 - *Thinking/Concurrent*
 - 60-75 minutes
 - primarily lecture and information-sharing with *questions and answers from the audience*
 - *Doing/Workshop*
 - 90-120 minutes
 - highly interactive sessions focusing on group and individual participation
 - *Including/Roundtable*
 - 60 minutes
 - facilitated discussions hosted by presenter(s) in an open format
3. Presentation title
4. Presentation abstract
 - Seventy-five words or less providing a brief overview of presentation, including a description of the topic and intended outcomes for participants. If accepted, this description will be used in the conference program to promote the session.
5. Presentation description (submitted as attached Word document)
 - Three hundred words or less providing a full overview of the session, including primary topics and planned participation of presenter and audience.
6. Audio-Visual Materials Request

- ACHE cannot provide laptop computers or Internet connectivity to presenters.
- Each session will be provided with an LCD projector and screen.
- If you have any media (i.e. film footage, music), please be sure it can play on your laptop or handheld device (i.e. iPad).
- Please specify if you require sound support to your computer or handheld device to play media.
- Special requests: If there are other audio/visual requirements for your session that are critical to your ability to conduct a successful session, please list them, and provide justification for your request.
- Microphones will be provided only when necessary as determined by the ACHE program committee based on the size of the session room.

7. Accommodations for individuals with disabilities

- ACHE is committed to providing appropriate accommodations for all presenters and/or attendees with disabilities. Please specify needed accommodations on your proposal submission.

RECEIPT OF PROPOSAL

You will be notified via email when your proposal has been received. Questions or comments should be addressed to Eric Cunningham at ercunningham@ccis.edu.

REGISTRATION REQUIREMENTS

All presenters are expected to pay the conference registration fee. There will be no exceptions.

WHO MAY SUBMIT

Submissions are welcome from both ACHE members and non-members and from vendors and exhibitors. All accepted presentations must be designed to instruct, enlighten, or inspire the audience and not to promote a particular product or commercial activity.