2017 ISEP Conference: Advancing Inclusive Communities

Please submit your session proposals through the online form.

Session Proposal Guidelines:

- Proposals must be submitted by 11:59pm EST, on May 10, 2017 for consideration.
- We recommend planning your session using this document before entering your proposal into the online submission form.
- Once you begin the online form, you will **not** be able to save and come back to it later.
- If you have not confirmed all speakers, please provide an estimated number of additional speakers you expect to invite.
- We encourage you to connect with colleagues within the ISEP community and across your institution in building your session.
- Experts in particular topics – outside the ISEP community – are very welcome as part of your session proposals.
- * denotes a required field

Section 1 – Your Information:

- **Name** *
- **Email address** *
- **Institution** *
- **Brief Biography** * – 250 words maximum

Section 2 – Session Proposal Theme and Format:

Session Title: *

- **Session Theme:** Please select up to three themes that best describe your session proposal. *
    - **Strengthening Inclusive Communities** – Student access, affordability, non-traditional students, academic subjects, diverse locations
    - **Fostering Academic and Cultural Immersion** – Student advising, language learning, immersion, curriculum integration, faculty partners
    - **Supporting the Student Experience** – Campus and cultural communities, specific student needs, health and safety, cultural awareness
    - **Understanding the Student Experience** – Measurement and evaluation, cultural competencies, frameworks, tools
    - **Connecting through Community** – Technology, relationships, social media, marketing, virtual communication, on campus, in classrooms
    - **Strengthening Skills** – Coordinator best practices, new practices, training, professional development, mentoring
    - **Influencing Communities** – Coordinator and student influences on the wider world, and the world's influence on our community
    - **Leveraging our Community** – Partnering outside our community for mutually beneficial relationships
    - **Empowering our Community** – Alumni engagement, careers, building and communicating skills for employability

- **My session primarily focuses on the experience of** (Select the one that best describes your session): *
    - ISEP Members – Coordinators and team members across the institution
    - Students – Before, during or after studying abroad
    - Both students and members
    - Other

- **My session specifically includes the following:** (Select all that apply): *
    - Best practice or new practice from my institution
    - Information, best practice or challenges from my region (city, state, country or world region)
    - Specific underrepresented students in global mobility

- **Session Format: (select the ones that best describe your session)** *
    - Individual Presentation (Note: In submitting as an individual presenter you may be matched with other presenters on the same topic.)
    - Panel Presentation
    - Panel Discussion
    - Roundtable Discussions
    - Facilitated Small Group Problem Solving
    - Facilitated Small Group Brainstorming

Section 3 – Session Content Description:

- **Session Agenda:** All sessions are 75 minutes long. Please provide a detailed outline or description of how you plan to use the time. * (500-word maximum)

- **Short Description:** (250-word maximum) *

- **What new knowledge, skills or perspectives will participants gain through your session?** * (500-word maximum)

Section 4 – Presenter Information:

- Are you the Moderator, Facilitator or main speaker for your session proposal? *
    - Yes
    - No
    - To be determined

The following questions will appear in the proposal form based on your answer to the question above.

- Name of Session Moderator or Facilitator *

- Moderator/ Facilitator's Title *

- Moderator/ Facilitator's Institution *

- Moderator/ Facilitator's Email *

- Moderator/ Facilitator's Brief Biography* (250 – word maximum)

- Will your session include other presenters? *

- How many additional presenters do you anticipate? We understand that confirming presenters can take time. Please provide the most up to date information possible. We will confirm your speakers if your session proposal is accepted. Note: You or the moderator you entered above are Presenter 1.

- Presenter 2
    - Name
    - Title
    - Institution
    - Email
    - Brief Biography (250-word maximum)

- Presenter 3
    - Name
    - Title
    - Institution
    - Email
    - Brief Biography (250-word maximum)

- **Presenter 4**
    - **Name**
    - **Title**
    - **Institution**
    - **Email**
    - **Brief Biography** (250-word maximum)

While planning and completing your session proposals

address questions to: Mary Catherine Chase

ISEP Director, Communications and Strategic Partnerships

MCChase@isep.org or 703 – 504 – 9973