Call for Proposals: Guidelines for Submission

This conference provides an opportunity for academic leaders to learn innovative strategies, trends, and best practices for effective management in a climate of learning and collaboration.

WRITING YOUR PROPOSAL

We're looking for engaging and informative proposals with real-world solutions grounded in sound academic research and practice. 60-minute concurrent sessions provide a highly focused how-to demonstration on a specific best practice or approach to leadership topics based on the tracks listed below. Case studies are permitted but should focus on lessons that are applicable to other institutions.

Accepted proposals will address important aspects of leadership that are relevant beyond a single department or institution. Proposals may target those with beginning, intermediate, or advanced understanding of the topic.

If selected, your abstract will become the basis for the session description in the conference program; therefore, we recommend that you use a direct and active writing style that explains clearly what participants will learn during your session.

CONFERENCE TRACKS

- **Topic 1: Leadership and Professional Development**
  Submissions to this track should focus on building and refining innovative approaches to higher-education leadership in support of student success; building faculty collaboration; addressing conflict resolution; promoting innovation through research; fostering needed curricular change; mentoring faculty; establishing equitable promotion and tenure processes; and building a positive working and learning environment. Submissions to this track can also address new trends or developments in higher education. Please designate if your session is for new or mid-career leaders.

- **Topic 2: Diversity, Equity, and Inclusion**
  Higher education administrators are working to implement holistic programs to accommodate today's diverse students, faculty, and staff. This track will allow higher-education professionals to present and share the ways they are responding to campus issues, such as structural diversity, change management, transformation of institutional culture, and diversity skills and competency training programs; and student needs, such as housing and food insecurities, mental health concerns, neurodiversity, sexual identity, disabilities, immigration concerns, and

racism. Presentations may also address how institutions are supporting diverse staff and faculty or making institutions places that can retain diverse employees.

- **Topic 3: Institutional Culture and Climate**
  The culture of a university consists of the set of values that helps the university's faculty, staff, students, and administrators understand which actions are considered acceptable and which actions are considered unacceptable. Climate looks at the present moment: what is the atmosphere like for members of the faculty, staff, students, and administrators? Culture has an historical basis: who are we and what are our values based on where we have been? Leadership must foster a known set of values indicating their importance to key stakeholders in order to facilitate the operational efficiency of the university. This track will include presentations on managing and improving institutional culture and climate and dealing with the problems that arise at the department and college level.

- **Topic 4: Student Retention and Success**
  Student success is a gauge of institutional success, and—as such—for accrediting agencies, the public, contributing alumni, and students and their families, it is an indicator of the institution's overall product. Presentations in this track will focus on overcoming challenges to retention, such as escalating costs, declining state support, and a shrinking student population; creating successful retention strategies through student-focused efforts in admissions, financial aid, academic advising, course management, or residential living; and promoting student success by supporting high-risk students, adult learners, academic assistance, health and wellness counseling, and more.

- **Topic 5: What New Leaders Need to Know**
  This track is a boot camp for new leaders. Sessions within the track are specific to the main skills required for successful leadership at a higher-education institution, including hiring; development and retention; budgeting and finance; academic policymaking; program development, evaluation, and assessment; mediation and problem solving; fundraising and development; communication; and mentoring.

- **Topic 6: Special Topics in Higher-Education Leadership**
  With the complexity of leadership roles and responsibilities at different institutions, sometimes our work doesn't fit neatly into a single category. Submissions for this track represent topics not clearly defined in another track, such as implications of technology, effective budgeting, fundraising and development, legal and regulatory issues, curriculum planning and development, or the future of higher education. Submissions for this track must make distinct connection to the roles of higher-education leaders.

Attendees at the **Leadership in Higher Education Conference** want to be engaged and involved in the sessions they attend. They value discussion and the opportunity to exchange new ideas with others. Activities that demonstrate or otherwise support the topic should be a part of every session design. In

addition to the relevance of the topic, reviewers will be looking for evidence that the session will be interactive and achieve specific learning goals. The objective is to use these sessions to model the kind of skills you are committed to using every day.

Questions regarding the submission process should be directed to Laura Czerwinski, Conference and Meeting Planner, laura.czerwinski@magnapubs.com.