Student Success Conference Call for Proposals

[This document is a preview of the questions included in the Call for Proposals form. Please submit all proposals through the form found at https://ssc2025.rutgers.edu/CallforPrograms.]

Introduction:

The Student Success Conference planning committee invites you to apply to be a presenter for one of our breakout sessions. Please focus your presentations on topics relevant to the student success objectives outlined in the Rutgers University-New Brunswick Academic Master Plan.

The three objectives include: (I) creating a welcoming, equitable, and supporting learning environment for all students; (II) prioritizing on-time graduation with minimal debt for all students; and (III) expanding high-impact learning opportunities to best prepare students for future success.

This conference will have four different sessions types:

1. Upskilling Session - Teach your colleagues about a concept, idea, skill, or strategy that can help them to more effectively serve students.
2. Success Story - Present on a successful program, initiative, or teaching practice. Include ways for colleagues in other areas to adopt best practices from your experience.
3. Discussion session - Address a current issue of interest in higher education through meaningful dialogue across roles and departments.
4. Research Spotlight - Share research you've done that relates to the student success objectives.

Question 1: Provide your information below. If you hold multiple roles at the University, include the department and title most relevant to this presentation: First & last name, email, department/organization/office, title

Question 2: How many additional presenters will there be? [You will need to submit first name, last name, department, and title for each presenter.]

Question 3: Choose your program type. The options are as follows:

- Upskilling Session - Teach your colleagues about a concept, idea, skill, or strategy that can help them to more effectively serve students.
- Success Story - Present on a successful program, initiative, or teaching practice. Include ways for colleagues in other areas to adopt best practices from your experience.

- Discussion session - Address a current issue of interest in higher education through meaningful dialogue across roles and departments.
- Research Spotlight - Share research you've done that relates to the student success objectives.

Question 4: Title of the presentation (max 150 characters)

Question 5: Abstract (max 550 characters). This will be the published description of your session and should be written to the intended audience.

Question 6: Description and Outline (character count: 2,000): Provide a program description that addresses the following points:

5. Goals of the presentation
6. Detailed information about the content of your presentation.
7. Evidence of the conceptual foundation for proposal content including ways the program content is grounded in research, relevant experience, a cogent model, and/or appropriate theory. You should include references to the primary sources that are the foundation of your presentation.
8. Description of the format and activities (lecture, discussion, small group work, panel, etc.)
9. Methods for participant involvement (e.g., discussion, effective practice sharing, case study analysis)
10. Estimated time spent on various activities

Question 7: How does your session contribute to student success, as defined by the Academic Master Plan (above)? If this is an upskilling session, please explain how the skillset or topic will relate directly to the work of faculty and staff members supporting student success.
 (Character count: Maximum 550 characters)

Question 8: Notes/Special Requests: Please indicate any special requests that you would like the planning committee to consider. Special requests are not guaranteed, but we will make every effort to reasonably accommodate specific needs. If you have multiple presenters, you may list this information here too.

Question 9: How long will your session be? Each breakout session will be 50 minutes total. If you choose 20 minutes, you will split the room with a second presenter who will be scheduled immediately before or after you.

Question 10: What is your current availability on March 6, 2025? The options are all day, morning only, or afternoon only.

Question 11: We receive a large number of proposals for a single day conference, which means we can't accept all of the proposals that are of interest. If your proposal is not accepted for this year's conference, would you be interested in running either a webinar or an in-person session

at a later date? Please note - your answer to this question will not impact the decision to include or not include the session in the conference. This question will be used to generate a list of presenters for future events. The options are yes, no, or maybe.