NAFSA 2020 Annual Conference
Session Proposal Form

All proposal submissions MUST be submitted through the online proposal system by 1:59 p.m. ET on August 21, 2019, in order to be considered for the NAFSA 2020 Conference Program.

Thank you for preparing a proposal for the NAFSA 2020 Annual Conference & Expo in St. Louis, Missouri. As part of your proposal submission, you will be asked to provide a detailed outline of your proposed session, as well as some information about the audience the proposal would attract.

In addition to the most common 60-minute session, the conference will offer a limited number of 25-minute slots. You will be asked to indicate if you would like to present in one of the longer or shorter time slots. You will also have an opportunity to express interest in a preferred room set-up, including theatre, rounds or circle set. Diagrams of set-up options are available at www.nafsa.org/proposals. Please be sure to explain the reason for your choice.

After the August 21 deadline, the review team will evaluate all proposals based on the rubric, which is also available at www.nafsa.org/proposals. After the review period, the Annual Conference Committee (ACC) will study the reviews and select highly rated proposals that contribute to a balanced and comprehensive conference program. Notifications regarding your proposal status will be sent by late November. The ACC thanks you in advance for contributing your time and knowledge.

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*Indicates a required field.

Session Title

1. * Session Title (100 characters maximum - no more than 10 words)
Titles should briefly identify the content and audience and should be able to stand alone and give a clear idea of what will happen in the session.

Title:

Presenters

2. * 60-minute sessions may have a maximum of four presenters, including the session chair, whereas 25-minute sessions are allowed a maximum of two presenters, including the chair. Each presenter will need to access the proposal (via a link that will be sent by the submitter as a proposal "task") to add biographical information, including evidence of topic expertise. **It is important that you plan your proposal submission to allow your presenters time to complete their tasks.** You cannot submit your proposal without complete profiles from all listed presenters.

Each presenter should be prepared to:

- Confirm contact information
- Write a short biography detailing their experience in the field
- Explain their personal background as relevant to the topic of the proposal
- List any recent relevant professional presentations
- Pay for conference registration should their proposal be selected

The space below is provided for you to plan your presentation team:

1. Chair:
2. Presenter:
3. Presenter:
4. Presenter:

Session Abstract and Audience

3. * Please select a target audience for your proposal. Descriptions of the target audiences can be found in the [Calls for Proposals](#) **Select only one**.

- Education Abroad
- International Education Leadership
- International Enrollment Management
- International Student and Scholar Services
- Teaching, Learning, and Scholarship
- Shared Interest (Covers topics of interest across target audiences)

4. * Please select the Content Focus Area which is most applicable to your topic. Descriptions of the Content Focus Areas can be found in the [Call for Proposals](#). **Select only one**.

- **Advising and Enrollment in International Education:** Information, tools, and training that showcase good practice, developments in the field, research, knowledge, and the use of emerging technologies, as it applies to advising and enrollment in all areas of international education.
- **Advocacy:** Strategies and tactics for advocating the value of international education on campus, locally and nationally within the U.S. and abroad.
- **Comprehensive Internationalization:** Infusion and assessment of international and comparative perspectives throughout the teaching, research and service missions of higher education. Strategies and tactics for articulating the value of international education on campus.
- **Diversity and Inclusion:** Research and applied practice on social justice, equity, civil society, and/or ethical practice related to diversity and inclusion and the work of international educators.
- **Global Issues and Trends:** Global trends and international developments that have an impact on international education, including developments in such areas as national

interests, politics, economics, security, higher educational policy, society, the environment, or workforce development.

- **Innovations in Recruitment and Marketing:** Innovations in recruitment and marketing including, digital recruitment, use of social media, return on investment, communication strategies, branding, public relations and/or market trends, data and analysis.
- **Management and Strategy:** Models, policies, and practices for management of an office or program in international education, or principles, methods, and leadership strategies for strategic planning and policymaking in order to achieve the goals and mission of international education within an institution or organization.
- **Peace and Justice:** Innovative and influential efforts by international educators across the globe to advance issues related to strengthening social justice and promoting peaceful international cooperation in all spheres of common human endeavor.
- **Professional Development:** Development of skills and strategies that will help international educators achieve career goals, reach leadership potential, and find balance between personal and professional life.
- **Promoting Safety, Mitigating Risk, Responding to Crisis:** Tools, communication processes, compliance, strategies, and planning that campuses and international offices use when faced with a crisis, health emergency (mental or physical), or safety concern in international education.
- **Regulatory Complexities:** Guidance and information on government regulations in the United States and abroad that impact international education, employment, and exchange.
- **Student Preparation and Career Development:** Career readiness of both international and domestic education abroad students; skill and language acquisition; development of intercultural competencies; transition to workforce; employer expectations.
- **Teaching and Learning in International Education:** Development of curriculum for and integration of global learning pedagogy into teaching and learning. Research, theory, and model practices that support the development of global competence across all disciplines.

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5. * Is the content of this proposal geared towards advanced-level participants who have extensive knowledge of the subject matter?
Proposals will be reviewed equally, regardless of your response to this question.

- Yes
- No
- If yes, please explain (e.g. will your session forego introductory material and basic concepts, will you include complex case studies or participatory exercises that require senior level knowledge, etc.)

6. * Enter your session abstract, which will appear in the promotional material if your proposal is selected. (350 characters maximum, about 50 words)
Abstracts should clearly and concisely identify what will be presented, who the audience should be, and the delivery format. Please write your abstract in the present tense and in third person. (i.e. Presenters discuss current trends in international education).

Abstract:

Learning Objectives
If your proposal is accepted onto the 2020 conference program, these learning objectives will be published in the online program and conference app, along with your session title and abstract.

7. * What will attendees learn and be able to do as a result of your session? Good learning objectives are short and action-oriented. View the Call for Proposals for tips on creating learning objectives. Please note: a 60-minute session should have no more than three learning objectives, and sessions 25 minutes long should have no more than two.

Answer:

1.

2.

3.

Session Outline
Use the boxes below to describe the outline of your session. For each topic/section, list the main content points, explain how this content will be delivered, how much time will be allotted for it, and which presenter(s) will lead this topic/section.
- Base your outline on a 60-minute session
- Only fill in as many topics as needed to deliver your content. You do not have to fill in every topic box below (only Topic/Section 1 is required).

8. * Topic/Section 1
Answer:
Main Points for Topic/Section 1
Answer:
Delivery Method for Topic/Section 1
Answer:
Presenter(s) for Topic/Section 1
Answer:

Amount of Time Dedicated to Topic/Section 1   Answer:

9. * Topic/Section 2   Answer:
Main Points for Topic/Section 2   Answer:
Delivery Method for Topic/Section 2   Answer:
Presenter(s) for Topic/Section 2   Answer:
Amount of Time Dedicated to Topic/Section 2   Answer:

10. Topic/Section 3   Answer:
Main Points for Topic/Section 3   Answer:
Delivery Method for Topic/Section 3   Answer:
Presenter(s) for Topic/Section 3   Answer:
Amount of Time Dedicated to Topic/Section 3   Answer:

Note: After your outline is complete, be sure to reread your title, abstract, and learning objectives and make sure that they align with your content and delivery plans.

11. The number of 25-minute session slots is limited, and most accepted sessions will be assigned a 60-minute slot. If you feel your session would benefit from a shorter time slot, please explain the value of doing so, and indicate how you would adjust your session plan. If you need more than 60 minutes to present, consider submitting a proposal for a workshop instead.   Answer:

Additional Details and Logistics

12. * Given the limited number of session slots available during the annual conference, please articulate the value and need for this topic on the overall conference program.   Answer:

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13. Is there anything else that you would like the Annual Conference Committee to know? (For example, note here if you have presented this session or on this topic at another conference.)

    Answer:

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14. Which room setup for your audience will be most effective for your session and why[? Click here to review setup options](#).

- Theater (chairs only)
- Round tables
- Circle set (no more than 50 chairs in a circle with no A/V)

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15. Each session room will be set with:

- a head table for presenters with microphones and table stands
- a podium and microphone
- an LCD projector with screen (presenters must provide their own laptops)

The ACC encourages multimedia approaches to presentations. If you are proposing to use any additional audio-visual equipment/technology, please describe how it's integral to achieving your learning objectives. We will work with presenters to determine what technical capabilities will be available at the conference venue.

    Answer:

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16. Commitment to Diverse Perspectives

The Annual Conference Committee expects that session proposals demonstrate understanding of the varied conference attendee experiences, backgrounds, and learning needs.

o I acknowledge that this proposal reflects attention to diverse perspectives as appropriate to the target audience.

Noncommercial Policy

NAFSA education programs at the annual conference are learning experiences and are noncommercial. Under no circumstances should a preconference workshop, general conference session, or poster presentation be used for direct promotion of a speaker's product, service, or other self-interest.

- o I acknowledge NAFSA's noncommercial policy and verify that this proposal is in accordance with that policy.

Submission Policies *(also accessible at www.nafsa.org/proposals)*

Travel and Conference Registration
All presenters, including session presenters, are required to register for the NAFSA Annual Conference. The cost associated with attending the NAFSA Annual Conference, including registration, is the responsibility of the individual presenters. Presenters are not provided with honoraria or registration discounts.

Publication Materials:
If your session proposal is accepted, your session title and abstract may be edited by the Annual Conference Committee and/or NAFSA staff for publication purposes.

Presenter Limits:
An individual may be listed in any number of proposals; however, it is NAFSA's policy that an individual, regardless of role, may present in no more than two conference sessions and one poster per fair.

The number of presenters listed in a proposal should reflect the needs of the format selected. For all session presentations, a maximum of four individuals (including the chair) are permitted.

Before You Submit
- Does the information listed in the presenter profile(s) support the proposal and demonstrate expertise in the topic?
- Does the title clearly communicate what the session is about and who should attend?
- Does the abstract support the outline proposed?
- Is the timeline submitted realistic?

Deadline
Save a copy of your proposal for your personal records. Session proposals MUST be submitted by 1:59 p.m. ET on Wednesday, August 21, 2019.