

## ELI ANNUAL MEETING

AN **EDUCAUSE** EVENT

May 18-20, 2021

Thank you for your interest in presenting at the **ELI Annual Meeting 2021**. By submitting a proposal, you'll have the opportunity to share future directions, best practices, stories on successful collaborations, or solutions to community-wide issues.

### Important Dates

To be considered, all proposals must be received by 11:59 p.m. (ET) **February 8, 2021**.

- Acceptance notifications will be sent in early March, 2021
- Event dates: May 18 - 20, 2021 (All sessions and activities will be held in a virtual event platform.)

### Instructions

Prior to starting your proposal, please take some time to review the [Call for Proposals Info Page](#), which explains in more detail the information you will be asked to provide when completing this form. After reading this, if you still have questions about submitting a proposal, please contact EDUCAUSE's Director, Teaching and Learning, [Kathe Pelletier](#) (for content questions or for feedback on your selected topic) or your speaker liaison, [Sarah Reynolds](#) (for submission/logistical questions).

### Submitting Your Proposal

To begin a new proposal, select the + **Add New** button beside the Session Type below. Until you select, "**Finalize and Complete**" your proposal has **NOT** been submitted. You may come back to update/complete it at any time before the deadline date. After this date, no proposals will be accepted. *No exceptions*. To check the status of your proposal, visit this dashboard page and go to your proposal title at the bottom of the page. If your proposal is still in draft form, it will say "Complete" or "Incomplete." To ensure your proposal has been officially submitted, make sure you have selected "Finalize and Complete" so that it indicates it is in a "**Locked**" status.

### Profile Requirement

An EDUCAUSE [Profile](#) is required in order to submit a proposal and present. You may want to take some time now before proceeding to ensure all presenters have profiles. **Note:** Profile information will help reviewers and attendees understand a presenter's qualifications. Make sure the privacy setting is not too restrictive. We recommend the option of "Visible to Public (without contact info)."

### Corporate Participation: Industry and Campus Solutions Presentations

There are a limited number of Industry and Campus Solutions presentations available for purchase for the 2021 ELI Annual Meeting. All submissions must go through the call for proposals process. These are presentations by a corporation, consulting group, or industry partner and must include **at least one higher education representative** to help make the proposal applicable to our audience. The session should focus on a process, technology challenges, and solutions keeping the teaching and

learning community in mind. It must be educational in nature and not a sales pitch. If you are a supplier of products or services, please be sure your session content is based on a relevant topic, concept or idea, not one of your products or services.

Selections will be made by the program committee based on the quality of the submission and the relevance to current community needs (requirements). Should the proposal be accepted, it will be bundled with additional opportunities, and the appropriate package and fee will be assessed. Please visit the [Corporate Participation page](#) for more information on pricing and packages.

### Support

To request an accommodation to access the Call for Proposals, please contact [sreynolds@educause.edu](mailto:sreynolds@educause.edu) or call (303) 449-4430.

**To begin a new proposal, select the + Add New button below the delivery method.**

+ **Breakout Session**

+ **Industry & Campus Session** (all submissions that include a corporation or consulting group should select this option)

### ELI Annual Meeting Proposal Submission Site:

#### Session Title:

A proposal must have a short, specific presentation title (containing no abbreviations) that indicates the nature of the presentation. We encourage you to be creative yet descriptive. Please enter in title case, capitalizing only the first letter in each word. (150 character limit)

\*Session Title:

#### Session Track/Area of Focus:

Please select one track or area of focus for which your session content is most applicable. Please visit the [Call for Proposals](#) for descriptions of each of the tracks. (Note: You may be invited to present in a format or track other than the one you selected.)

Please Select	▼
Please Select	
Analytics for Student and Faculty Success	
Humanizing our Practices	
Inclusivity, Accessibility, Equity and Justice	
Innovations in Learning Design and Delivery	
Student-Centric Higher Education	

\* **Session Type:** Please select your delivery format below.

- Live Session (45 minutes; session options: presentation or panel)
- Simulive Session (20 minutes; session options: presentation, walk-through/demo, panel)
- On-Demand Session (20 minute recording; session options: presentation, lightning talk, demo)

**Session Description:**

Please describe the plan for your session and briefly state the importance, relevance, value, uniqueness, and/or interest to our community of higher education teaching and learning professionals. Please be sure to describe how the session will unfold (timetable), the key findings or points you will present, the relevance of the content to the higher education IT community, and any evidence you will produce that supports your content. (4,000 character limit)

**Session Abstract:**

Please share the overview/abstract for your session. If your proposal is accepted, this is what will appear in the conference website and event platform. Be mindful that the abstract is what most attendees will use to make decisions about what sessions to attend. What can you say that will encourage your colleagues to attend your session? Please be concise, accurate, and specific in your writing, succinctly stating what you will cover during your presentation. (1,500 character limit)

**Session Outcomes:**

Identify three key takeaways or learning outcomes (e.g., things participants will know or be able to do as a result of participating in the session). When submitting outcomes below, please begin with a verb (exclude any introductory text and the phrase "Attendees will...", as this is assumed. (Limit the length of each outcome to 400 characters.)

Participants will:

1. ...
2. ...
3. ...



**Session Participant Engagement Strategies:**

Briefly describe the participant engagement strategies you will employ that will enable attendees to actively participate in your session. We encourage you to think creatively about how to engage attendees in a virtual environment. (400 character limit)



**Engagement Strategies Classification:**

Choose the option that best classifies your intended audience experience:

Please Select ▾

- Please Select
- Create
- Connect
- Discuss
- Learn
- Listen
- Other

**Session Audience:** The intended audience for this session is best characterized as:

Please Select ▾

- Please Select
- Beginner
- Intermediate
- Advanced

**Institutional Type:** The intended institution type for this session is best characterized as:

Please Select ▾

- Please Select
- Small institutions
- Community colleges
- Midsize institutions
- Large institutions/systems

**Depth of Topic:** The content for this session is best characterized as:

Please Select ▾

- Please Select
- General interest
- Topic-specific/intermediate
- Deep dive/advanced

**Keywords (optional):** Enter up to 3 keywords/phrases which are most applicable to your session content.

**Session Keyword 1:**

**Session Keyword 2:**

**Session Keyword 3:**

**Session Submitter Comments:**

What else would you like the Program Committee to know about this proposal? (800 character limit)

**Diversity, Equity and Inclusion Content:**

The EDUCAUSE Board and leadership have established diversity, equity, and inclusion (DEI) as a critical priority for the association. Our program committee strives to develop a program that represents our diverse community.

**\*Does your session reflect or address DEI as a topic?**

Please Select ▾

Please Select

Yes

No

**If yes, please provide a brief summary (500 characters or less) on how your session reflects or addresses DEI as a topic.**

**Presenter Information**

We are eager to expand our community of presenters by encouraging and supporting new voices at the 2021 conference. We'd like first-time presenters to feel energized and inspired to submit a proposal and share their ideas and experiences. If you are a first time presenter, we will provide additional support to you (upon request).

**Please note the presenter maximums:**

- Live/Panel Sessions allow for **four presenters** (inclusive of a moderator, if applicable).
- Simulive sessions allow for a maximum of **four presenters**.
- On-Demand Sessions allow for a total of **four presenters**.

In order to be listed as an EDUCAUSE presenter below, an individual needs to have an [EDUCAUSE profile](#). If you cannot find someone via the search function, this means they do not have a profile and will need to create one in order to be listed. They may easily do so by going to this link: [Create an EDUCAUSE Profile](#). Then, once it has been completed, you may come back to your proposal via the Call for Proposals page to add the presenter and submit the proposal. The new presenter should immediately show in the search box after its creation. If it does not, please refresh your page.

**Please note:** All presenters' names, titles, institutions/companies and profile picture will appear in the event listing (pulled directly from their EDUCAUSE profile). **Communications will be sent to listed presenters; please notify presenters in advance of submitting this form.** *All accepted presenters are responsible for registering and paying for the conference by the early-bird date. Please plan and budget accordingly before submitting your proposal.*

**\*Last Name:**

**First Name:**

**Email Address:**

Search People Lookup

#### Important Notes:

- You may make edits to your proposal at any time **PRIOR** to the deadline date by coming back to the site and clicking the name of the proposal.
- To officially submit your proposal, you must select **"Finalize and Complete"** by the deadline of **February 8**.
- Please print a copy of your proposal for your records before submitting using the provided link (you will not have access to the proposal information after submission).
- Submit your proposal by **February 8, 2021**.
- Notification emails of the committee's decisions will be sent mid-March, 2021