



2021 Annual Meeting Proposal Submission Form Questions

Thank you for your interest in presenting at the 2021 Southern Association of Colleges and Schools Commission on Colleges Annual Meeting. This year's theme is ***Emerging STRONGer: Celebrating Resilience, Renewal, and Return.*** The information requested is essential for consideration of your proposal.

We ask that each presenter be included in **no more than two proposals**. Also, each proposal should have **no more than three presenters**.

In your proposal, if you choose to use the acronym for the Commission, please be sure to use "SACSCOC" rather than "SACS" or "SACS-COC."

If you have any questions, please contact annmtg@sacscoc.org.

Primary Presenter/Contact Information

- Primary Presenter Prefix: (Select Dr., Mr., Mrs., or Ms.)
- Primary Presenter First and Last Name
- Job Title: (no abbreviations)
- Phone
- Email
- Name of Institution
- Institution's City
- Institution's State: (abbreviations only)

Proposal Details

- **Proposal Title:** Provide a title that clearly describes the session and enhances interest.
- **Program Track:** Select one of the following:
 - Summarizing the basics of accreditation and reaffirmation
 - Taking advantage of and capitalizing on the reaffirmation cycle's "between years"
 - Reorienting teaching and learning in periods of social and physical disruption
 - Organizing and adapting our infrastructure to meet new challenges
 - Nurturing our best selves: Personal and professional development
 - Guiding personal and institutional engagement in diversity, equity, and inclusion
 - Special Topics
- **Session Description:** Provide a clear and concise description of your proposed session. Please make certain that it clearly summarizes the content to be presented. This information will be published in the conference program schedule. (Max 125 words)
- **Relevance of the Topic and its Appropriateness to the Theme:** Make a compelling argument for this topic to be included in the Annual Meeting program. Be sure to address the topic's timeliness and relevance to the field of higher education and related fit to the conference theme.

- **Organization of the Session:** Provide a clear outline of the content to be covered during your session and incorporate realistic timeframes and descriptions for each segment. It is important for the information in this section to align with the other elements of the proposal.
 - **Participant Learning Outcomes:** Identify what participants are expected to learn from your session. Be sure the outcomes are realistic, clearly stated, and align with the session description and organization of the session. Also, be sure the outcomes do not describe what you will do as the presenter, but rather what participants will gain from the session.
 - **Session Type:** Please select your preferred session format. For a description of the different session formats, please see the Call for Proposals webpage. (Select one of the following: Concurrent Session 60-minutes, Concurrent Session 90-minutes, Group Discussion, Poster Session, Workshop 3-hours, or Workshop 6-hours)
 - If you select Concurrent Session 90-minutes, Workshop 3-hours, or Workshop 6-hours:
 - **Active Learning:** Describe, in detail, how your session will actively engage participants. You should have varied and meaningful activities which support the participant learning outcomes. All sessions should reserve time for Q&A.
 - **Target Institutions:** Please select the level(s) of the institution(s) that will **benefit most** from the content of this session. Please keep in mind whether your content can be easily adapted by institutions from a different level than your institution. Use the categories below, which reflect the highest degree offered at a member institution:
 - Level I – Associate degrees
 - Level II – Baccalaureate degree
 - Levels III-VI – Master, Educational Specialist, or Doctorate degree
 - **Content Level:** Select the appropriate content level that **best** describes this session. For a description of the different content levels, please see the Call for Proposals document on the SACSCOC website. (Beginner, Intermediate, or Advanced)
 - **Target Audience:** Describe your target audience as succinctly as possible.
- Examples:
- *"Graduate business faculty, assessment coordinators, and academic deans."*
 - *"Individuals who are responsible for developing the narratives for Section 12 (Academic and Student Support Services) of the Principles of Accreditation."*
 - *"Individuals who are responsible for preparing their institution's Compliance Certification."*
- **Have you presented a session on this or a similar topic at a previous SACSCOC Annual Meeting? (Yes or No)**

Co-Presenters' Contact Information

- Prefix: (select Dr., Mr., Mrs., or Ms.)
- First and Last Name
- Job Title: (no abbreviations)
- Phone
- Email
- Name of Institution
- Institution's City
- Institution's State: (abbreviations only)

Presenter Bios

Provide a brief biographical sketch of each presenter. This information should include work experience, educational background, and other related professional experience. Please review for typos and grammatical errors. This will be published.