SUCCESSFUL TEACHING CONFERENCE 2009
PROPOSAL SUBMISSION REQUIREMENTS

To: Lee Riddell, Institute for Community College Development, Cornell University, 621 Ives Hall, Ithaca, NY 14853; Phone: 607-254-8260; Fax: 607-254-1520; or E-mail: Lee.Riddell@cornell.edu. **Deadline for submission is May 1, 2009.** The Successful Teaching Conference will take place October 22-23, 2009 at the Radisson Hotel Corning, Corning, NY.

Proposals must include the following information:

1. **Primary Presenter**
   Name_____   Position/Title/Department_____
   Institution_____   Address_____
   E-mail Address_____   Work Telephone_____
   Home Telephone_____   Fax _____

NOTE: **All presenters will be recognized in the conference program. However, all future correspondence will be sent only to the** <u>primary</u> **presenter.**

3. **Suggested Presentation Title** _____

4. **Presentation Category (check those that apply)**
   - ❑ Active Learning
   - ❑ Diversity
   - ❑ Innovative Teaching Strategies
   - ❑ Integrating Technology
   - ❑ Learning Communities
   - ❑ Learning Styles
   - ❑ Online Teaching / Support Services
   - ❑ Service Learning
   - ❑ Student Outcomes Assessment
   - ❑ Tools for Student Motivation
   - ❑ Managing Teaching Responsibilities Efficiently
   - ❑ Sustainability
   - ❑ Teaching the "Millennium" student
   - ❑ Preparing for displaced workers attending college
   - ❑ Rekindling faculty "flame" for teaching
   - ❑ Other: _____ _____ _____

5. **Program Summary** A narrative description of 30 to 50 words of the proposed session, including the intended audience, purpose of the presentation and activities.
   Indicate the intended general format of the session:

NOTE: **An edited summary will be printed in the conference program.**

6. **Presentation Outline**
Provide an outline of the activities of your presentation. **All sessions will be 60 minutes**. A sample outline is included below:

7. **Presenter Introduction**
   • Name ___ _____
   • Current title/institution_____ _____
   • Current teaching/research practice_____
8. **Brief description of your position** (25 words)

9. **Handouts.** Please describe and include any handouts you will distribute.   None at this time.

10. **AV Needs.** Please list any special equipment needs:
    - ❏ Digital Projector
    - ❏ Overhead Projector (transparencies)
    - ❏ Flip Chart
    - ❏ Computer
    - ❏ Internet Connection
    - ❏ Video/DVD Player