

College Academic Support Programs

CALL FOR CASP CONFERENCE PROPOSALS

OCTOBER 13-15, 2010

Camino Real Hotel

El Paso, TX

101 S. El Paso St.

El Paso, TX 79901-1107

Reservations: 915.534.3000 or 800.722.6466

Home Page: <http://www.caminoreal.com>



"Our Time to Shine: A Commitment to Student Success"

**College Academic Support Programs (CASP) is a conference jointly sponsored by
Texas College Reading and Learning Association (TxCRLA),
Texas Association for Developmental Education (TADE) , and
Texas Higher Education Coordinating Board (THECB)**

CASP 2010 CONFERENCE: CALL FOR PROPOSALS

College Academic Support Programs (CASP) is an annual conference jointly sponsored by Texas College Reading and Learning Association (TxCRLA), Texas Association for Developmental Education (TADE), and Texas Higher Education Coordinator Board (THECB). CASP offers professionals in developmental education and learning assistance programs an opportunity to stay abreast of current issues regarding research, best practices, and classroom methodology.

The program committee invites presentations regarding best practices and research in the areas of reading, writing, mathematics, critical thinking, ESL, learning disabilities, learning/study skills, tutoring, academic counseling for academic support, academic advising, workplace literacy, educational technology, science, and assessment of student learning. The committee welcomes proposals from learning assistance staff, faculty, teachers-in-preparation, graduate students, researchers, program administrators, and curriculum developers.

Responsibility as a Presenter

1. **All presenters must register for the conference and pay full fees by the registration deadline (September 28, 2010). There will be no exceptions to this rule.**
2. When two or more people are presenting, the primary presenter is responsible for notifying all presenters about the status of the proposal.
3. If the proposal is selected, the program committee requests conceptual content remain **unchanged**. The original summary submission will be printed in the conference program.
4. The program committee requests presentation proposals not previously presented at CASP conferences.

Proposal Format Guidelines

Title: Only the title, presenter's name, and institution appear in the *daily* conference schedule section of the CASP program. The title is important for attracting participants to the various sessions. Choose a title that will be clear to the intended audience, and limit it to nine words. Lengthy titles will be edited. (Use APA style with titles.)

Summary: The summary will appear in the *concurrent sessions* section of the conference program, and helps participants decide which presentations will be most appropriate to their interests. **Limit the summary to no more than 50 words.** The program committee will edit a summary in excess of this guideline. Summaries should be written in the third person future tense ("The presenter will begin by ...and will then...") and avoid references to published works.

Abstract: The abstract does not appear in the program, but is useful to the program committee during the proposal selection process. An abstract is a summarization of the presentation's essential points; it contains a brief statement of the purpose, central idea, supporting evidence, and conclusion. Abstracts should describe the objectives and content of the presentation, including program rationale, techniques, recommendations, and evaluation results, as well as any other relevant research. **Limit abstracts to 250 words (one page).**

Strand: Strands reflect the presentation theme and/or intended audience. Review the list of strands below and select only one for the proposed presentation.

- + Assessment/Placement
- + Critical Thinking
- + English as a Second Language (ESL)
- + Learning Styles and Disabilities
- + Mathematics and Science
- + English/Reading/Writing
- + Service Learning
- + Study Skills/Tutoring
- + Technology
- + Texas Success Initiative (TSI)
- + Workplace Literacy

Selection Factors

Abstracts should show clarity of purpose and significance for the intended audience. Quality of research, if relevant, and indications that the presentation is well organized and well prepared are important. The program committee seeks balance in the range of topics, level of expertise, subjects covered, and the professional and geographical distribution of presenters. Presentations from technical/vocational schools, two-year colleges, and four-year institutions are sought.

Session Format

Choose from several session formats. If applicable, choose more than one session format.

+ Concurrent Session (50 minutes)

Presenters may choose between two formats: paper or demonstration. A paper is most effectively presented as an oral summary with occasional reference to notes. A paper discusses something the presenter is doing or has done in relation to either theory or practice. A demonstration is used for showing (as opposed to telling) a teaching or testing technique. With demonstrations, the presenter's statement of theory underlying the technique should take no more than five minutes. When presenting either a paper or demonstration, the presenter often has handouts and may also use audio/visual aids.

+ Pre-Conference Institute (2 Hours)

Presenters conduct institutes in workshop format to provide hands-on training and to explore topics of interest in greater depth. Activities range from experimenting with new technology to participating in structured exercises such as simulation and role-plays.

+ Poster Session (45 minutes)

Poster sessions provide presenters with opportunities to display and discuss best practices and research with conference participants in a relaxed atmosphere. Presenters are assigned a specific location equipped with an easel and a chair. Unlike concurrent sessions, all poster presentations are scheduled together at a specific time.

Steps in Submitting a Proposal

1. There are two parts to the submission process: the submission form and the presentation proposal.
2. Complete the submission form. Keep a copy for your records.
3. Prepare the proposal (9-word title, 250-word abstract, 50-word summary). Put the following presentation information in the upper left corner of all proposal pages:
 - ✚ Session Format
 - ✚ Strand
 - ✚ Audiovisual equipment needed
 - ✚ Title of presentation
4. Put the presenter name(s) in the upper right corner of all the proposal pages.
5. Include the primary presenter's email address on the submission form so the program co-chairs can send an acknowledgement of receipt.
6. EMAIL the submission form and proposal as attachments. (The proposal—title, summary, abstract—must be sent as one document.)
7. Proposal submissions are by email (online) only. (Contact one of the program co-chairs for directions if you are unable to email your proposal.)
8. *E-mail a complete package (submission form and proposal) to **each** program co-chair:*

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DEADLINE:
Proposals must arrive no later than April 16, 2010.
Email (online) submissions are requested.