

2022 Innovations in Teaching & Learning Conference

## **Friday, September 30**

## **9a-6p**

## **Session Proposal Guide**

This document includes:

* [**Overview of session types**](#_Overview_of_Session)
* [**Selection criteria**](#_Proposal_Selection_Criteria)
* [**Submission guidelines**](#_Submission_Guidelines)

How to use this guide: We recommend using it as a Word Document to prepare your submission so you can copy/paste into the submission form, while saving a record for yourself at the same time.

You are welcome to propose more than one session / type of session. Please complete a new proposal for each submission.

### Overview of Session Types

#### Showcase Session Lightning Talks (Session length: 50 minutes; individual talks: 5 minutes)

Organized around a series of themes (see Submission Guidelines), Showcase Sessions consist of a series of lightning talks by faculty members on a teaching strategy or SoTL research, paired with an interactive activity designed in collaboration with Stearns Center staff or session convener. Presentations will be live, either on-campus or on-Zoom. These sessions will be supported for live-streaming by Stearns Center.

#### Interactive Sessions (Session length: 50 minutes)

These research-backed, interactive sessions are a chance for faculty presenters to really dig into a strategy or teaching innovation with a group of their colleagues by describing an innovation, demonstrating a technique and/or engaging participants in an activity. All sessions are designed for audience participation and takeaways. These sessions will be live on-campus sessions. (If you would like to support your own session for live-streaming via Zoom, please provide additional information as noted in the RFP).

#### Scholarship of Teaching and Learning (SoTL) Poster

Present your research about teaching and learning on a poster for our in-person, end-of-the-day session.

#### On-Demand Sessions (if selected, final objects due late August)

Published in our online conference proceedings, these come in a variety of forms and will be accessed asynchronously. They might include:

* Teaching Artifact with Reflection or Annotation
* Video Presentation (15 min. max)
* Digital Poster Presentation
* Scholarship of Teaching and Learning (SoTL) Video Presentation (15 min. max)

### Proposal Selection Criteria

AUDIENCE: The topic is broad enough that those from other disciplines, modalities (online, hybrid, face-to-face), or levels (graduate vs. undergraduate) will find the broader message helpful.

TOPIC: The topic is innovative for teaching and learning; it reframes previous techniques/theories in a new or unifying way or is a topic that is likely of interest of many instructors.

CONTEXT: Proposal references relevant teaching principles informing activity/strategy and/or cites informing literature. Other relevant context details are present, such as type of courses or discipline approach tried in; type of students: undergraduate, graduate, majors, non-majors, etc.; if a resource, indication of location/hours/contacts, etc.

INTERACTIVE EXPERIENCE (for faculty-led sessions): Proposal describes an interactive experience for participants, including specific activities that will engage participants beyond listening to speaker.

MASON FOCUSED: The proposal features resources unique to Mason or aligns with Mason-related signature learning themes (e.g., inclusive excellence, community-engaged teaching, teaching in active learning classrooms, designing for engaged learning, strategies for working with international/multilingual students, inquiry and research-based courses, online and hybrid course design, mentoring/advising, strategies for incorporating mindfulness/well-being into learning, writing across the curriculum, and experiential learning).

### Submission Guidelines

You will be asked to provide the following information in our proposal form:

1. Choose the survey relevant to the type of session you are proposing:
	1. **Short presentation**
		1. Showcase Session Lightning Talk (5-minute live presentation, on-campus or via Zoom)
		2. Poster for on-campus poster session
		3. On-demand session (virtual only)
	2. **Long presentation**: Faculty-led interactive session, on-campus (50-minute session)
2. Presenter Information
* First name
* Last name
* Position Title
* Mason Email
* College/School/Office
* Department/Program
* Is presenter a past award teaching award winner?
* Biosketch (150 words max) NOTE: This information will be shared with participants on the conference program and publicly through the conference proceedings open-access electronic journal next to your session information.
1. **Short Presentation Proposal**: In approximately 250 words, describe your intended contribution to ITL. Be sure to identify the following (and please remove any personal identifiers):
* Session or item title (10 words max)
* Topic: the teaching strategy, challenge, innovation, activity/assignment or experience you plan to address
* Context: the discipline or field, course type or level, research or principles, data, and/or Mason initiatives that inform your approach
* Audience: how what you share can be used by instructors across disciplines or teaching contexts
* Outcomes: What will participants take away from your presentation that they can apply to their own teaching?
* Modality: Briefly explain the modality you’ve selected (live lightning talk, in-person poster session, or on-demand--and for on-demand, please specify video, poster, teaching-artifact, or other genre) and how it suits your topic and/or goals.
1. **Interactive Session Proposal:**
	1. Session title (10 words max)
	2. Detailed overview (500 words max) of session plan that addresses the following (please remove any personal identifiers):
		1. Topic: the teaching strategy, challenge, innovation, activity/assignment or experience you plan to address
		2. Context: the discipline or field, course type or level, research or principles, data, and/or Mason initiatives that inform your approach
		3. Engagement: what will participants be doing during the session to interact with the content and/or each other to learn the strategy/approach/resource?
		4. Audience: how what you share can be used by instructors across disciplines or teaching contexts
		5. Outcomes: What will participants take away from your presentation that they can apply to their own teaching?
2. Program Copy: Write (or copy from your earlier writing) 1-2 sentences (25-50 words) that could be used to advertise your session in our online materials.
3. Check any and all of the following themes that your presentation addresses:
* STEM innovations
* Inclusive and equitable teaching
* Community-engaged learning
* Making the most of active learning classrooms
* Authentic assessments and assignments
* Innovations in online, hybrid, or blended modality teaching
* Perspectives from faculty new to Mason
* Strategies for effective and equitable feedback/grading
* New technologies for engaging students
* Teaching (with) writing
* Other (please specify)

1. **Optional Addendum: Interactive Session with Live Streaming:** All interactive long sessions are presumed **in-person-only** unless otherwise designated. Note that in-room technology may be limited to camera and microphone at the instructor station only. If you would like to stream your session live via Zoom for remote participants, please indicate the following:
2. The person--not a presenter--who will supervise your Zoom session (technology and engagement)
3. Strategies for adapting any part of your session to ensure active participation from Zoom participants
4. Your statement that you commit to hosting the Zoom session and following ITL Zoom requirements during the conference (more information will be provided at proposal acceptance)