Call for Proposals (Due April 5, 2013)
November 4-6, 2013
San Diego, CA

Conference Objectives

• Highlight emerging research in higher education that can inform efforts at four-year and two-year institutions to improve college student retention and graduation.

• Showcase successful, effective programs and strategies, as well as best practices of four-year and two-year institutions.

• Promote opportunities for dialog, networking, and shared understanding between colleagues who are working on issues related to student retention and success.

• Identify useful research and resources for supporting student success through the entire retention life cycle, from enrollment through graduation.

Areas of Special Interest for Proposals: Ideas for Authors

CSRDE is particularly interested in proposals which address current, evidence-based research that advances knowledge in student retention and success fields. Proposals may be submitted for audiences at introductory, intermediate, or advanced levels of experience. However, authors should be aware that while we will have some participants that are interested in introductory information, many of our participants are seeking more advanced levels of understanding.

If you are trying to select a topic area on which to write, we’d like to offer some of the following ideas:

• Programs and initiatives for the first year as well as research and initiatives which focus beyond the first year.
• Transfers and non-traditional students: issues, problems and strategies to improve their success.
• Strategies for maintaining momentum in retention initiatives.
• Research which focuses on unique issues of small institutions and/or community colleges that impact retention and completion.
• Methodologies for assessment and evaluation of incoming students and cohorts with an eye toward identifying at-risk populations.
• Methodologies and data tools for evaluating retention success.
• Methodologies for assisting under-prepared students.
• Successful institutional initiatives with lessons learned that have broad application.
• Financial aid, economic factors, and their relationship to student success.
• Bridging the preparedness gap - higher education’s relationship with K-12.
• Building successful early alert systems.
• Retention issues related to special populations, specific majors, or online/distance students.
• Role of faculty in retention initiatives: Particularly faculty-led efforts in curriculum redesign, learning engagement and teaching excellence intended to improve student completion while maintaining quality.

Submission Process in a Nutshell

1. Review the track topics and identify an area of interest and expertise.
2. Determine which type of presentation you’d like to make.
3. Submit an abstract with complete details. The abstract is extremely important. Please provide a brief and clear overview of the proposed paper. This submission must be made by April 5, 2013. It is our intent to notify you of the final decision on your proposal by April 19, 2013.
4. If your abstract is approved you will be invited to submit your paper. Papers will be due Friday, June 7, 2013. We are very interested in papers that clearly describe the problem, discuss the underlying theoretic foundations and literature related to the paper, lay out the methodology and evaluation criteria, discuss the results and draw meaningful conclusions based on those results.
5. All papers will go through a peer-review process. We will notify paper submitters on the status of their paper by August 9, 2013. Authors may be required to make refinements to their paper as required by the editor and in preparation for publication in the Proceedings of the 9th Annual National Symposium on Student Retention.

Conference Presentation Tracks

I. Programs and Initiatives

Proposals in this track will discuss innovative programs and institutional initiatives at either 4-year or 2-year institutions which have been demonstrated to improve student retention and success. Papers that include a clear evaluation component which measures the effectiveness of the initiatives/interventions in improving retention and completions are preferred. Papers on new promising programs with preliminary findings will be considered. In some cases, papers on initial implementations will be invited to present as a poster or within a panel. General topics in this category might include: institution-wide, multi-faceted initiatives; model advising centers; early alert programs; intervention programs (for poor math or English skills); or learning communities.

II. Transfers and Retention

Proposals in this track will explore a variety of issues related to transfer student retention, at community colleges and/or four year institutions. Topics may include but are not limited to: orientation, preparation, and integration of transfers into campus life; compare and contrast approaches to first-time freshman and the transfer population; examining institutional retention/graduation rates of transfers; and data collection issues.

III. Beyond the First Year Retention

CSRDE data indicates that the overall percentage of freshmen who do not continue after the second year and subsequent years is often equal to the percentage of students that do not continue after the freshman year. Proposals in this track will discuss what is being done to sustain institutional retention initiatives beyond the first year, research on students that do not
persist during or after the second year and beyond to better understand this phenomenon, and retention interventions for these students.

IV. Retention and Special Populations

The focus of this track will be to address the status of diverse student populations and retention efforts directed toward these groups, including but not limited to: minority students, military students, science, technology, engineering and mathematics majors (STEM) or other academic majors of concern, community college transfers, non-traditional and remedial.

V. Data, Technology, and Methods

Proposals in this track will provide presenters with an opportunity to share analytical methods, statistical applications, or technology that is useful in the study of student retention issues. Specific topics of interest could include assessment methodologies for identifying at risk populations, data mining techniques, and evaluation of retention initiatives.

VI. Theoretical Models of Student Retention and Success

This track focuses on concepts, principles, or relationships between concepts and principles, which effect the student retention life cycle. Examples might include research on theories of engagement; student perception; prediction of retention and graduation; and the influence of student, institutional or external variables (e.g. economy) on retention.

VII. Faculty: Teaching Excellence, Learning Engagement and Retention

The quality of student engagement in academic endeavors as well as the relationships they develop with faculty play a critical role in the success of students. Proposals are sought which highlight the importance of faculty-student interactions in retention. Examples might include the redesign of “gate keeping” courses which improve learning in order to increase the numbers of completers. Models of faculty mentorship, faculty-student research collaborations and other faculty led activities which have been demonstrated to improve student retention and completion are sought. Evaluation of new learning modalities intended to improve learning and student retention would also be welcome.

VIII. Online and Distance Students

Proposals in this track will address topics impacting or relating to the retention and completion of online and distance students. Topics may include: identification of characteristics of online/distance students at risk for drop-out; patterns of course taking and their relation to retention and completion; variables related to the successful retention and program completion with online students; methodologies for capturing retention and completion rates of online students; or policy changes or curriculum modifications that have favorably impacted online student retention and graduation.
Description on Presentation Types

I. Papers - Presented during 50 minute concurrent sessions

- Papers continue to be the preferred contribution to the National Symposium on Student Retention. One of the reasons for the great success of this conference has been the quality presentations backed by peer-reviewed papers. When choosing presentations for the conference program, proposals for papers will be given consideration over the other presentation types. Authors desiring to present a paper are asked first to submit an abstract of no more than 200 words. Once the abstract has been approved, the authors will then be asked to submit a ten page paper. All papers will be peer-reviewed, and accepted papers will be published in the conference proceedings. Detailed instructions on the required format will be e-mailed to authors whose abstracts have been accepted. **IMPORTANT:** All full papers, which are due by June 7, 2013 must be copy-ready and in the conference format. Papers not meeting those requirements will be returned to the authors.

- The format for presenting accepted papers will be an informative session during which the author(s) will discuss their paper. This is not a session where the author “reads” the paper. Typically presenters use PowerPoint slides and interact with the audience to convey the key elements of their paper and findings.

- **NOTE:** All accepted full papers will be considered for one of four cash awards which will be presented to the submitting institution at the National Symposium:
  - The CSRDE Best Practices in Student Retention ($2,000).
  - Institutional Research Leadership in Student Retention ($1,000).
  - Director’s Award ($750) which will be awarded to the paper which best addresses a current issue of interest.
  - The CSRDE Best Poster Award ($500)

II. Panels

- A Panel consists of 3-5 people, including the Panel Chair. Its purpose is to expose the audience to well researched and reasoned views, programs, or approaches that focus on a common theme, issue, or question related to any of the conference topic areas. It is not uncommon, in the spirit of good academic discourse, for panelists to have opposing perspectives on the issue being discussed.

- Panelists **may not** represent the same institution. This is a requirement. A presentation by institutional colleagues on a joint project is best presented as a paper with multiple authors. Likewise, a panel is not an appropriate venue for a presentation by an exhibitor/vendor and a client using their services. The vendor presentation would be a more appropriate venue for this type of program.

- Panels must provide an opportunity for audience participation. Thus, the panelists should take no more than 30 of the total 50 minutes to make their case and then guide the audience through a discussion and series of questions and answers.
• Panel selection will be based on the importance, originality, focus and timeliness of the topic, expertise of proposed panelists, as well as the potential for informative AND controversial discussion.

• The Panel chair should provide a 200 word abstract describing the panel topic, the expertise of the panelists, and the general issues that will be highlighted by the panel.

• After acceptance, members of the panel have at their discretion one of two options: each member of the panel may submit a full 10-page paper on their portion of the presentation; or as a group, the Panel Chair may submit one full 10-page paper. Papers must conform to the conference paper style guide. If members choose to write their own paper, the Panel Chair is responsible for ensuring that all panel members submit their papers by the deadline. Full papers will be eligible for the CSRDE Best Practices and Institutional Research Leadership cash prizes. At least one paper is expected from the panel for inclusion in the conference proceedings.

III. Posters

Posters are presented in “show and tell” form using a poster board visual display and handout materials. We provide the 40” x 60” foam core board and presenters will provide the materials to attach to it. Poster sessions are perfect for the presentation of preliminary findings and conceptual models on which you would like feedback. Presenters will be on-hand to discuss their posters during the “exhibit hall” type session during one hour of the conference specifically dedicated to posters. Many posters will be available for review simultaneously during this period and the attendees will be free to move through the exhibits and view one poster after another. In addition, the posters will be available for preview during the Welcome Reception of the conference and will be on exhibit during much of the conference. Participants interested in sharing a poster will need to submit a 200 word abstract proposal on the topic and findings to be addressed by the poster. No paper is required. However, if the author wishes to submit a paper for peer review and present in the poster format, this is also acceptable. Historically, papers on preliminary program designs or preliminary results have been invited to present in this format.

IV. Tutorials

Tutorials will be presented during one 50-minute session, or two 50-minute sessions with a brief break in between during the concurrent sessions. They provide the audience with the opportunity to learn a skill, methodology, procedure, or issue related to the conference topics. Examples of tutorials may include topics such as Using Excel and Microsoft Query for Manipulating Databases and How to Conduct a Survey on Student Satisfaction. Presenters of a tutorial should submit a 200 word abstract that discusses the topic and the learning objectives. It should provide a brief description of the activities and plans for audience participation. Once the proposal has been accepted, the presenter will be required to submit a neat and brief 3 to 5 page “how to” paper, which will be included in the conference proceedings and must conform to the conference paper style guide. Note: PowerPoint notes or handouts will not satisfy this requirement.

No computers or internet access will be provided for tutorials. You may ask the participants to bring their laptops into the session.
V. Other Presentations

- **Pre-Conference Workshops.** Pre-conference Workshops are intended to enhance the skills and broaden the perspective of their attendees. They should be well organized with specific learning objectives and activities to support the participants in achieving the objectives. Workshops will be selected on the basis of the instructors' qualifications for teaching the proposed workshop and its coherence with the overall symposium. **Presenters of a workshop should submit a 200 word abstract that discusses the topic and the learning objectives.** A paper is not required. However, if you would like to provide a paper for peer review and publication, that is acceptable. Paper must conform to the conference paper style guide and be no longer than ten pages.

- **Vendor Presentation.** The vendor presentation is intended to provide both commercial and not-for-profit organizations an opportunity to interact with interested symposium participants. Vendor presentations occur during the concurrent sessions and provide the vendor with 50 minutes to highlight the features and benefits of their services, products, or surveys. Please see the vendor application for more information and instructions for submitting an abstract. A limited number of these slots are available.

**STEP 1: Proposal Submission Process - Due April 5, 2013**

All participants interested in proposing a:

- Paper
- Panel
- Poster
- Tutorial- held during concurrent sessions
- Vendor Presentation- held during concurrent sessions
- Pre-conference workshop

must first submit an abstract of **200 words or less using the online Proposal Submission Site by April 5, 2013.** This abstract will be used in the conference program and conference proceedings. The abstract should provide a concise summary of what will be addressed in the paper, panel, poster, tutorial, pre-conference workshop, or vendor presentation. A good abstract will help the reader determine the scope and level at which the issues of the paper are covered so that they can determine its appropriateness to their needs. The following information will be required for proposal submissions:

- Title of the paper or presentation.
- Authors (panelists) and affiliation.
- Complete contact information (address, email, and phone number on each author.) **Email addresses of each author are required.**
- Indication of what type of presentation category you are submitting. If you are proposing a tutorial, please include your request for one or two 50-minute time blocks in your abstract. Vendors interested in presenting at the conference will submit their abstracts using the guidelines provided in the Exhibitor/Sponsor application rather than the online proposal submission site.
- A brief abstract (200 words or less).
• An indication of the track for which the paper is intended (e.g. Transfers, Beyond the First Year, etc.)
• Target level of audience expertise (Introductory, Intermediate, Advanced).

Proposal Submission Form

All abstracts, except those for vendor presentations, should be submitted using the online proposal submission form at http://csrde.ou.edu/web/symposium. Please have all required information ready as you begin to complete the online form. A separate submission must be completed for each proposal. Up to five authors or panelists may be associated with each proposal. If there are more than five authors, email CSRDE (csrde@ou.edu) for assistance. We will acknowledge receipt of your submission within five business days. It is our intent to notify you of the final decision on your proposal by April 19, 2013.

STEP 2: Submit Paper after abstract approval - Due June 7, 2013

Accepted abstracts on Posters, Vendor Presentations, and Pre-Conference Workshops do not require the submission of a paper. Authors and panelists on all other presentation types with accepted proposals must submit their final papers for review by June 7, 2013. Authors with accepted abstracts will be notified on how to submit their papers online. Papers will not be accepted via email. Please see the presentation types above for a description of the paper required for each type of proposal, or review the table below for a summary of deadlines and requirements. Papers must be in the conference format. Description and example can be found at: How to Format. We will notify paper submitters on the status of their paper by August 9, 2013.
## Summary of Submission Requirements

**http://csrde.ou.edu/web/symposium**

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<td><strong>Paper.</strong> 10 page limit (not including references) that conforms to conference paper style guide.</td>
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<td><strong>Panels</strong></td>
<td>Abstract no longer than 200 words.</td>
<td><strong>Paper.</strong> The Panel Chair may choose to submit either one paper for the group (10 pages), or each panelist may submit a full 10-page paper on their portion of the panel. Papers must conform to the conference paper style guide. If the panel members are submitting individual papers, the Panel Chair is responsible for ensuring that all panel members submit their papers by the deadline.</td>
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<td><strong>Posters, &amp; Pre-Conference Workshops</strong></td>
<td>Abstract no longer than 200 words.</td>
<td><strong>Paper Optional.</strong> Papers are not required for these presentations; however, if you choose to submit a paper for peer review, papers must conform to the conference paper style guide and be no longer than 10 pages (not including references).</td>
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