Call for Proposals
October 24-27, 2022
San Diego, California

The Consortium for Student Retention Data Exchange invites you to submit a proposal for National Symposium on Student Retention (NSSR). This is an opportunity to share your programs, research, and new ideas with a diverse group of your peers. **The conference will be in person this year**. All presentations will be given on site at the conference.

Conference Objectives
- Promote opportunities for dialog, networking, and shared understanding between colleagues who are working on issues related to student retention and success
- Showcase successful, effective programs and strategies, as well as best practices of four-year and two-year institutions
- Highlight emerging research in higher education that can inform efforts at four-year and two-year institutions to improve college student retention and graduation
- Identify useful research and resources for supporting student success through the entire retention life cycle, from enrollment through graduation

Important Dates
Proposal submission deadline – **March 18, 2022**
Notification of proposal acceptance – **March 30, 2022**
Paper submission deadline – **May 23, 2022**
Paper peer-review and decision process – **May 31 – July 22, 2022**
Notification of paper acceptance – **July 22, 2022**

All accepted proposals must have at least one author registered by **September 1, 2022**.

Pre-recorded and/or online presentations will not be accepted

Proposal Submission Process
*Complete a separate submission for **each** proposal. *We suggest using the last page of this document to prepare your information, then copying and pasting into the submission site. Otherwise, the site could timeout while you are entering your information.**

The following information is required for proposal submissions:
- Full contact information for all authors
  NOTE: Email addresses for each author are required
- Presentation Title
- Abstract (200-word max)
  - To be included in the conference app and on our website
  - Provide a clear and concise description of the presentation
- Description & Learning Outcomes (500-word max)
  - Not required for posters
  - To be used in selection process only
  - Describe content and significance of session
  - Include expected outcomes or takeaway
- Presentation Track
- Presentation Type
- Audience Level
- Targeted Audience
- Bio (Coffee Talks, Facilitated Discussions, and Pre-Conference Workshops, 100-word max)

Summary of Submission Guidelines: Presenters will need to be present on-site for their presentation.

Presentation Type	_Proposals*_ **Due March 18, 2022**	_Paper Process for Accepted Proposals_ **Due May 23, 2022**
Coffee Talk	Abstract (200-word max) Description & Learning Outcomes (500-word max) Provide Bio with group facilitation experience (100-word max) Space is limited	**Paper Not Required**
Facilitated Discussion	Abstract (200-word max) Description & Learning Outcomes (500-word max) Provide Bio with group facilitation experience (100-word max)	**Paper Not Required**
Panel	Abstract (200-word max) Description & Learning Outcomes (500-word max)	**Paper Required** 10-page paper that conforms to the conference paper style guide
Paper	Abstract (200-word max) Description & Learning Outcomes (500-word max)	**Paper Required** 10-page paper that conforms to the conference paper style guide
Poster	Abstract (200-word max)	**Paper Not Required** poster guidelines and requirements
Pre-Conference Workshops	Abstract (200-word max) Description & Learning Outcomes (500-word max) Provide Bio with group facilitation experience (100-word max) Specify your request for either a half- or full-day presentation	**Paper Not Required**
Tutorial	Abstract (200-word max) Description & Learning Outcomes (500-word max) Specify your request for either a one or two one-hour time block	**Paper Not Required**
Vendor Presentation	Details will be available soon.	

https://csrde.ou.edu/symposium/

*Abstract will be used in the conference app and on our conference website
Description and Learning Outcomes will be used in the selection process only

Proposal Submission Site - _Due March 18, 2022_

Proposals are submitted using the Online Proposal Submission Site. We suggest using the last page of this document to prepare your information, then copying and pasting into the submission site. Otherwise, the site could timeout while you are entering your information. Please have all required information ready as you begin to complete the online form. The person who submits the proposal will receive an immediate acknowledgment email after submitting the proposal. It is our intent to notify you of the final decision on your proposal by March 22, 2022.

Submit Paper After Proposal Approval - *Due May 23, 2022*

Accepted papers and panels require the submission of a paper. All presentations will be given on site at the conference.

Authors with accepted paper and panel proposals are required to submit a paper for peer-review and will be notified on how to submit their papers online. Papers ***will not*** be accepted via email. Review the table above and the description of presentation types for deadlines and requirements. Papers and panels must conform to the conference paper style guide. All papers will be peer-reviewed, and authors notified on the status of their paper by July 22, 2022. Authors of accepted papers may be required to make edits to their paper as directed by the co-editor and suggested by the reviewers in preparation for presentation at the conference and publication in the *Proceedings of the 18th Annual National Symposium on Student Retention*. Authors retain the rights to their papers.

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. 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 attendees 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 the following ideas:
- Financial aid, economic factors, and affordability in higher education, and their impact on student success
- Methodologies for assessment and evaluation of incoming students and cohorts with an eye toward identifying at-risk populations
- Using noncognitive and behavioral assessments to help inform programs and initiatives
- Retention issues related to special populations (e.g., diverse race, gender, and religious groups; athletes; transfers, adult, and part-time students, etc.), specific majors, online/distance students, or under-prepared students
- Research focusing on unique issues of small institutions and/or community colleges that impact retention and completion
- Building successful early alert systems
- Higher education policy and its effect on college retention and graduation
- 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
- Bridging the preparedness gap - higher education's relationship with K-12
- Successful institutional initiatives with lessons learned that have broad application

Conference Presentation Tracks

(Please visit our website for detailed descriptions)
- Academic Advising
- Beyond the First Year Retention
- Data, Technology, and Methods
- Faculty Engagement
- First-Year Student Success
- Graduate Student Retention
- Online and Distance Students
- Programs and Initiatives
- Retention and Special Populations
- Theoretical Models of Student Retention and Success
- Transfers and Retention

Description of Presentation Types

    I.   **Coffee Talk** - *Presented during one-hour concurrent session*

Space is limited. Coffee talk sessions are informal. Discussions will take place in different rooms with one topic per room. The leader will very briefly present the topic and encourage casual dialogue about others'

experiences, questions, etc. while guiding the conversation. What are the pressing issues for you and your colleagues? We are looking for any topic that you believe would spark good conversation and be helpful to higher education colleagues. Presenters should provide a clear and concise abstract (200-word maximum). A description (500-word maximum) outlining the content and significance of the session, and the expected outcomes or takeaways, are also required and will be used during the selection process only. In addition, each presenter is required to submit a brief bio (100-word max, per person) supporting their qualifications and experience leading discussions.

A paper is <u>not</u> required.

II.   <u>**Facilitated Discussion**</u> - *Presented during one-hour concurrent session*

Discussions will take place in different rooms with one topic per room. The moderator will take about 15-20 minutes to introduce the topic and share insights from their experience. The remaining time must be dedicated to discussions. The moderator will facilitate the dialogue and pose questions and discussion topics to the groups. The session should end with a summary of each small group's discussions. Participation from each attendee is encouraged. Presenters should provide a clear and concise abstract (200-word maximum). A description (500-word maximum) outlining the content and significance of the session, and the expected outcomes or takeaways, are also required and will be used during the selection process only. In addition, each presenter is required to submit a brief bio (100-word max, per person) supporting their qualifications and experience leading discussions.

Topics should be of interest to a diverse group. Examples may include:
- performance-based funding – is it effective?
- financial aid strategies to help with retention efforts
- approaches to mental health and wellness in higher education
- preparing students for the workforce

Important: The majority of the session should be devoted to discussion, not your research or specific program.

A paper is <u>not</u> required.

III.   <u>**Panel**</u> - *Presented during one-hour concurrent sessions*

<u>**Panelists must represent different institutions**</u>. A presentation by institutional colleagues on a joint project is best presented as a paper with multiple authors and presenters, not a panel. Likewise, a panel is not an appropriate venue for a presentation by an exhibitor/vendor and a client using their services.

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.

Panels provide an opportunity for audience participation. Thus, the panelists should take no more than 30 minutes of the total one hour to make their case and then guide the audience through a discussion and series of questions and answers.

The Panel Chair should provide a clear and concise abstract (200-word max). A description (500-word maximum) outlining the content and significance of the session, and the expected outcomes or takeaways, are also required and will be used during the selection process only. Selection is based on the importance, originality, focus, and timeliness of the topic, as well as the potential for informative **AND** controversial discussion.

<u>Panel Chairs of accepted proposals are required to submit a ten-page paper for peer review</u> describing the topic to be discussed. It will provide an overview as well as the panelists' positions on the topic. Authors of accepted papers are invited to present at the conference and their paper is published in the conference proceedings. Detailed instructions on the paper submission process will be e-mailed to authors whose proposals have been accepted. <u>All papers must conform to the [conference paper style guide](#) in order to be reviewed.</u> Papers are due May 23, 2022, so begin thinking about this and planning now. Authors retain the rights to their papers.

IV. **Paper** - *Presented during one-hour 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 are 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. A description (500-word maximum) outlining the content and significance of the session, and the expected outcomes or takeaways, are also required and will be used during the selection process only. The authors of accepted proposals are then required to submit a ten-page academic paper which will be peer reviewed; those whose papers are accepted are invited to present at the conference and their paper will be published in the conference proceedings. Detailed instructions on the paper submission process will be e-mailed to authors whose proposals have been accepted. All papers must conform to the conference paper style guide in order to be reviewed Papers are due May 23, 2022, so begin thinking about this and planning now.

Authors retain the rights to their papers.

The format for presenting accepted papers is an informative session during which the authors discuss their paper. This is not a session where the authors "read" the paper. Typically, presenters use PowerPoint slides to convey the key elements of their paper and findings and allow time for questions from the audience. The paper may be presented by one or more authors.

NOTE: All accepted papers are considered for one of three awards which will be presented to the submitting institution.
- The CSRDE Best Practices in Student Retention Award (trophy)
- Institutional Research Leadership in Student Retention Award (plaque)
- Director's Award which best addresses a current issue of interest (plaque)

V. **Poster** - *Presented during 75-minute "exhibit hall" type session*

Poster proposals are encouraged in both research topics and programs/initiatives. Posters are often the best format for presenting preliminary program designs or research with limited data results. Posters also provide an opportunity for graduate students and those new to academics to present in an informal setting. These presentations are often the first step in the path to publication. After successfully presenting in this format, authors are often encouraged to submit a paper proposal for a future symposium, where papers are peer-reviewed and considered for presentation and publication in that year's conference proceedings.

Posters are presented using a poster board visual display and optional handout materials provided by the presenters. We provide the 30" high x 40" wide foam core board and mounting supplies onsite. Presenters are on-hand to discuss their posters during the "exhibit hall" type session specifically dedicated to posters. Participants interested in sharing a poster submit a clear and concise abstract proposal (200-word max). See poster presentation guidelines and requirements on our website. A paper is not required.

NOTE: Poster submissions will be judged onsite for the CSRDE Best Poster Award (plaque) to be presented to the submitting institution.

VI. **Pre-Conference Workshop** - *Presented during one half-day (3 ½ hour) or full-day (6 ½ hour) session*

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 are selected based on the instructors' qualifications for teaching the proposed workshop and its coherence with the overall symposium. Colleagues who wish to present a workshop must submit a clear and concise abstract (200-word max) that discusses the topic. A description (500-word max) outlining the content and significance of the workshop is also required and will be used during the selection process only. In addition, each presenter is required to provide their learning objectives, as well as a brief bio (100-word max, per person) supporting their qualifications. A paper is not required.

VII.   <u>Tutorial</u> - *Presented during either one or two one-hour sessions*

These "how-to" tutorial sessions 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 Creating Dashboards, Manipulating Databases, and How to Conduct a Survey on Student Satisfaction. Presenters of a tutorial submit an abstract (200-word max) that summarizes the topic and ***provides a brief description of the learning objectives, activities, and plans for audience participation.*** A description (500-word maximum) outlining the content and significance of the session, and the expected outcomes or takeaways, are also required and will be used during the selection process only.

A paper is <u>not</u> required.

VIII.   <u>Vendor Presentation</u>

Details will be available in February for exhibitors and sponsors <u>on our website</u>.

Suggestions for Strong Proposals

- Submit work that has been proven effective and has data to support it. Preliminary work will be considered as a Poster presentation
- Proposals that have applicability to other institutions are well-accepted and preferred
- Keep your title concise
- Follow the proposal guidelines carefully
- Proofread your proposal

Presenter Responsibilities

By submitting a proposal, you agree to:

- <u>Give your presentation on-site at the conference</u>.
- Contact CSRDE (<u>csrde@ou.edu</u>) if you do not receive an automated email immediately after submitting proposal
- Register for the conference by September 1 if the proposal is accepted
- Plan and budget for registration fees (Presenters are responsible for all conference-related expenses).
- Share details with co-presenters about status of proposal and registration requirement
- Submit papers and provide paper edits in a timely manner (paper and panel authors)
- Upload handouts and PowerPoint slides prior to the conference for participants to access
- Complete and sign a Volunteer Speaker Agreement & Release

Suggestions for Strong Papers

If your paper or panel proposal is accepted, you will be required to submit a paper for peer-review before being invited to present. As you write your paper, we suggest the following:

- Review the formatting guidelines carefully and follow them
- Proofread your paper and consider having a colleague review it before submitting
- Demonstrate knowledge of the topic
- Include a literature review