Call for Proposals

New York College Learning Skills Association
Symposium 2023
All Our Voices: We Are Better Together

Syracuse, New York   March 12 - 13, 2023

The New York College Learning Skills Association (NYCLSA) Symposium will be held at Embassy Suites by Hilton (adjacent to Destiny Mall) in Syracuse, New York
Sunday, March 12 – Monday, March 13, 2023.
Hotel room rate is $139 a night (single or double) use code NYCLSA
Syracusedestinyusa.embassysuitesbyhilton.com
315.313.1650

Proposals for the NYCLSA 2023 Symposium
For over 50 years, NYCLSA has been a vibrant organization focused on bringing faculty, advisors, and academic support persons together with a shared focus on student success, learning, and development. The wealth of ideas to be found at symposium means you can bring good ideas back to campus to strengthen your own teaching, tutor training, advising, counseling, and all the range of support services. We are excited to announce that this year's keynote will be Saundra McGuire, https://faculty.lsu.edu/smcgui1/. Dr. McGuire, Director Emerita of the Center for Academic Success at Louisiana State University, is, among other honors, Fellow of the American Chemical Society and the Council of Learning Assistance and Developmental Education Associations. She was eleven years at Cornell University; this March, she will return to New York to bring us her expertise on using metacognition in the classroom and in tutoring centers. This is a not-to-be-missed opportunity for sure.

NYCLSA has always been an ideal place to do informal networking.   Long-term members of NYCLSA have consistently said the organization has improved their programs, enhanced student success, and made a huge difference in their professional lives. The friendships you establish, the committees on which you serve, the leadership for which you volunteer all give you that crucial support group. It's the ability to email, text, or phone for help, ideas, or just to share the day's events – it's a support system of folks who totally understand what your day is like – because they are living the same life. Do join us **– send in a proposal.** See more below!

Session Types

Choose session length, type of presentation, and interest strand(s) in the Google Form (see link below).

Pre-Symposium Institutes will be 2 hours in length. (Note: There are limited slots for 2 hour sessions. The Conference Committee reserves the right to ask presenters to adjust to a 60 minute session.

Concurrent sessions will be 60 minutes in length. Both institutes and sessions must be interactive and include time for questions and answers.

Type of presentations

Demonstration – In a demonstration, the presenter shows a particular technique or method. Presentation of theory underlying the technique should take no more than a few minutes, while the remainder of the time should be used for modeling. The presenter usually distributes handouts and involves participants in actively trying a method. The abstract should include a brief statement of purpose and a description of the presentation.

Workshop – A workshop consists of very little lecture. The emphasis is on carefully structured activities for the participants. The leader helps participants solve problems or develop specific teaching or research techniques. The abstract should include a statement of the goals, a brief explanation of the theoretical framework, and a precise description of the tasks to be performed during the workshop.

Special Interest Group Facilitator – A SIG provides both formal presentation and participant discussion. It is a forum for scholars and practitioners to discuss current issues of interest and to conduct open discussion. The abstract should identify the special interest topic (i.e. math, academic advising, HEOP, digital tools/apps) and the topics to be discussed in the group.

Responsibilities of Presenters

The following are important reminders for those submitting a symposium proposal:
- Proposals must be submitted for review using our Google form:
  NYCLSA 2023 Proposal
- Proposals must be submitted **no later than 11:59 p.m. (EST) on 11/21/22**.
- Only those registered for the symposium may actually present an institute/session. All presenters must register and pay fees for the symposium, or the institute/session will be cancelled.
- The Contact Presenter is responsible for notifying all co-presenters about the proposal status.
- The content of an institute/session should not be significantly altered once the proposal is accepted.
- Presenters are responsible for providing session handouts and all technical equipment other projector and screen.
- NYCLSA is unable to reimburse program participants for expenses.

Important Dates

10/31/2022	Call for Proposals is disseminated and online form is open for proposal submissions.
11/21/2022	Deadline for 2023 NYCLSA symposium proposals. Proposals must be submitted electronically by 11:59 p.m. (EST).
11/28/2022	Notification of proposal review decisions will be distributed via email **to the person who submitted the proposal.** The person submitting is responsible for notifying other individuals listed as presenters.
11/30/2022	Symposium registration begins with a Call to Conference. Early registration will be discounted and presenters are encouraged to register early. Details coming soon!

Appendix A – Presentation Strands

Through a recent (Fall 2022) interest survey, NYCLSA has identified the strands below to be of general interest:

> **ADMINISTRATIVE CHALLENGES**
> **DIVERSITY, ACCESS, EQUITY, INCLUSION, SOCIAL JUSTICE**
> **ADVISING, COUNSELING, MENTORING**
> **TEACHING AND TECHNOLOGY**
> **TUTORING, ADVISING/MENTORING, LEARNING ASSISTANCE**

The following is a description of program areas and topics by strand:

ADMINISTRATIVE CHALLENGES
1. Helping the campus community (staff, administrators, students, other stakeholders) respond to the needs identified through COVID and shut-downs
2. Pursuing resources: Strategies for seeking financial support: grants, scholarships, working with the development office to outreach to former students/tutors/tutees; working with business partners; working with trustees
3. Ways to meet the "2025 demographic cliff" of significantly reduced population
4. Addressing shifting work values
5. What COVID has taught us – how to enact institutional change
6. Assessment

DIVERSITY, ACCESS, EQUITY, INCLUSION, SOCIAL JUSTICE
1. How to meet diverse students' needs with limited budget and staff
2. Best practices for inclusive teaching, tutoring, and tutor training
3. Emerging trends in diversity/inclusivity work in higher education
4. Recognizing microaggressions and considering ways to deal with them

ADVISING, COUNSELING, MENTORING
1. Caring for your own emotional labor burnout; helping others to do the same
2. Helping students navigate the post-COVID world
3. Inclusive/appreciative academic advising strategies for advisors, including EOP/HEOP/SSS staff and coaches

TEACHING AND TECHNOLOGY
1. What we used to call developmental English, reading, mathematics: What works now?
2. Embedding academic support into regular and developmental classes including FYE and ESOL (tutoring, mentoring, advising)
3. Creating inclusive, affirming classrooms, tutoring spaces, and office environments
4. Digital tools that make life easier (scheduling tutor appointments, tracking attendance and grades, early alert systems, retention tools)
5. Free digital tools that make life easier (avoiding email hacks, calendar tricks, apps, websites, social media profiles to follow)

TUTORING, ADVISING/MENTORING, LEARNING ASSISTANCE

1. Best practices and professional development for student tutors, mentors, and other student employees
2. Positioning the support center (instructional center or learning center) as a partner for retention; conducting assessment, evaluation, and research
3. Best practices for inclusive tutoring and tutor training
4. Helping tutors and mentors navigate the post-COVID world
5. National certification programs (NCLCA, CRLA, ALLIANCE, ACTP, etc.)

APPENDIX B – Submission Guidelines

All proposals must be submitted electronically using our Google form. The title, name of presenter(s), institutional affiliation(s), and session summary will appear in the electronic program application.

Title –The title is important to attract participants to the session. The title should be clear to the intended audience and limited to 9 words. Lengthy titles will be edited.

Abstract – The abstract is the only part of the proposal seen by the proposal readers. It must show clarity of purpose, succinctness, significance for the intended audience, indications that the presentation will be well prepared, and, if relevant, quality of research. The abstract should be limited to 250 words.

Summary – Summaries appear in the program booklet to help attendees decide which presentations are most appropriate to their interests. They should be written in third person future tense, avoid references to published works, and limited to 50 words.

Strands The strands you identify will be included in the program booklet to assist attendees in choosing sessions.

Factors Affecting Proposal Selection
Proposals will be selected on the basis of appropriateness and relevance of the topic as well as indications the presentation will be organized and well prepared. Most presentations should include audience participation and handouts. All presenters must register for the symposium. The Program Committee will consider balance in the accepted proposals and the level of expected audience expertise.

Pointers to Enhance the Proposal
- A clearly stated topic and point of view reflective of the contents
- An appropriate format selected for the topic
- An abstract that includes outlined subtopics and has been carefully edited
- Important details and examples included
- Presentation activities that fit the time allowed
- Evidence of knowledge of current practices and research

Confirmation email
Your proposal submission is not complete until you have received a confirmation email. If you do not receive a confirmation email, contact NYCLSAConference2023@gmail.com.