

Chemeketa Institute for Instructional Excellence
An Adjunct Faculty Conference - May 4, 2007
Call for Session Proposals

On May 4, 2007, Chemeketa Community College will host the 18th Annual *Institute for Instructional Excellence* for adjunct faculty from throughout the region.

You're invited to submit a proposal relating to quality teaching and learning. Sessions can focus on Teaching and Learning Excellence, Teaching and Technology, Honoring Diversity in the Classroom and may include topics such as *Adult Learning, Classroom Management and Dealing with Difficult Students*. This year an after lunch session will be devoted to ***Great Ideas for Teaching (GIFT)*** presentations highlighting Best Practices for engaging students or in classroom management. These 10-minute roundtable-type presentations will be repeated three times during the session.

- ✓ Morning sessions are 75 minutes in length
- ✓ Afternoon sessions will be **either** 50 minutes or an extended session of 1 hour and 50 minutes,
- ✓ After lunch ***Great Ideas for Teaching (GIFT)*** presentations are 10 minutes but are repeated three times.

Name and Contact Information (address, phone, email), Co-Presenters names:

Session Title:

Session type and preferred time:

- _____ 75 minute morning session (10:30 – 11:45 am)
- _____ 10 minute ***GIFT*** session that is repeated three times (12:30 – 1:20)
- _____ 50 minute afternoon session, either 1:30 – 2:20 or 2:30 – 3:20 Please indicate your preference.
- _____ 1 hour and 50 minute afternoon extended session (1:30 – 3:20)

Target Audience:

Brief Description to be printed in the program:

Preferred Space/Room Arrangement:

- _____ Small Classroom (under 25 seats) with tables and chairs
- _____ Large Classroom (25 to 40 seats) with tables and chairs
- _____ Electronic Classroom (up to 40) usually with tables and chairs
- _____ Computer Lab with individual stations (20 - 25)
- _____ Other – please describe _____

AV/Media needs - _____

To submit your proposal, please complete this form and return to Louanne Whitton, Chemeketa Community College, 4000 Lancaster Dr. NE, Salem, OR 97309 or email (whil@chemeketa.edu) no later than Monday, April 5th.