

CAIS

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CALL FOR PROPOSALS

HEADS & CHAIRS CONFERENCE

October 17-19, 2019



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About the Heads & Chairs Conference

Conference dates: October 17 - 19, 2019

Location: Marriott on the Falls, Niagara Falls, ON

Theme: School Culture and Climate: Bringing Community Well-Being Into Focus

Speed Innovation Session date and time: Friday, October 18, 2019 - 2:30 - 3:30 p.m.

School Culture and Climate: Bringing Community Well-Being Into Focus

At the [Heads & Chairs Conference](#) this year, there will not be an opportunity for school tours as part of the main program. Instead, we would like schools to bring their innovations to the conference! Schools are invited to submit unique and engaging proposals to enhance the learning of the conference attendees. We would urge you to send this to your staff and departments that you know have an innovation topic to share and submit at least one proposal that would highlight interesting work currently happening in your school. Please consider innovations in your academic programming, the operations realm, or a combination of both.

Conference Audience

All CAIS Heads and Board Chairs.

Proposal Process

Speed Innovation Sessions

The goal of the Speed Innovation Session is to articulate your topic in a quick, insightful, and clear manner. These concise and efficient talks are intended to grab the attention of the audience and convey key information. Those who are interested in talking further may choose to follow up during or after the conference.

The Speed Innovation Sessions will be held in a large room with several sessions taking place at the same time at different tables. Each presenter will be assigned to a table that seats up to 10 attendees. Presenters will be allocated 15 minutes: 10-minutes to speak on their topic and 5 minutes for questions.

Attendees will shift from table to table every 15 minutes so the speaker will repeat the presentation 4 times. There will be a time-keeper assigned to monitor time so that attendees can move to the next Innovation Session. Presentations will be limited to two speakers per Innovation Session.

Audio-Visual

Speed Innovation Sessions do not require AV and presenters may bring handouts [preference is for limited paper usage during the Conference] or speakers can use their laptops if they wish. However, be advised that the computers will have to operate on battery as there will be no outlets.

Note

Selected speakers are responsible for paying their own travel and accommodation.

Evaluation of Proposals

All proposals will be evaluated by the Conference Planning Committee according to each of the following categories:

- Appropriateness and significance of the innovative idea having relevance to a larger audience
- Manner of presentation (indicative of a clear and well-organized presentation)
- Clarity of objectives and intended take-aways for the attendees

Submission Deadline

Friday, August 16, 2019. Applicants will be notified of their acceptance by the end of August.

[SUBMIT YOUR PROPOSAL](#)

We thank all those that submit a proposal. Questions? Please contact me at sbyck@cais.ca .

2019 Heads & Chairs Planning Committee