

# SHARE YOUR EXPERIENCE AND KNOWLEDGE - PRESENT AT THE UMR-ACUHO CONFERENCE

It is time to start thinking about the 2010 UMR-ACUHO Conference being held on November 10-12, 2010 in Minneapolis, Minnesota. The UMR Program Committee is excited to provide you with an opportunity to share your experience and knowledge with other professionals by presenting a program.

Benefits for presenting include professional presentation experience, networking, and contribution to the Residence Life/Housing field. The Program Committee has compiled important information about writing a program proposal below.

## BRAINSTORMING A PROGRAM IDEA

- As a professional in Residence Life/Housing you have something to share with your colleagues. Presentations can be developed with multiple types of formats - program/pick me up/workshop; cover important research in higher education; outline a successful program you have implemented; or share an experience you have had that would benefit your colleagues.
- Review the list of current important topics identified by your UMR Colleagues:
  - Health and Wellness - Mental Health and Alcohol/Drug Abuse
  - Sustainability
  - Social Justice
  - Diversity
  - Department/University Budget Concerns
  - Competencies and Learning Outcomes
  - MAP-Works
  - Advising Student Organizations
  - International/Transfer/Non-Traditional Students
  - Community Building in Suite-Style Residence Halls
  - Sophomore, Junior, and Senior Living Experiences
  - Students with Disabilities
  - Parent Relationships
  - Professional Transitions
  - Personal Finance - Live On vs. Live Off
  - Work/Life Balance
  - Student Personal Finance
  - Conduct/Judicial Hearings
  - Vandalism/Theft
  - Recruitment and Selection of Student Staff
  - Creating/Working Effectively with Living-Learning Communities
  - Organizational Culture
  - Crisis Response and Critical Incident Management
  - Building relationships with other areas within your department and/or the University
- You do not need to be an expert to present about a topic. If you are interested in a topic you can conduct further research and consider presenting with a colleague.
- Identify what you want participants to learn from your program. Develop learning outcomes or objectives, which will help to guide you throughout the process of developing the presentation.

## WRITING A PROGRAM PROPOSAL

- Allocate time to write your program proposal, which needs to include an abstract and program description. Be specific and detailed with your program proposal: What exactly is the topic and why is it important? What will be included in the program? Who is the intended audience? What level of information will be shared (concepts/basic knowledge, practical application, philosophical foundations, theories, etc.)?

- Abstracts should contain 75 words or less. It should contain an accurate description of the content and intended audience of the presentation.
- Program descriptions should contain 100-300 words. The description should specifically outline your presentation and identify the learning outcomes and/or objectives for the participants attending your presentation.
- Be sure to indicate any audiovisual needs for your presentation.
- Ask a colleague at your institution or another higher education institution to review your proposal.
- Be detailed with your proposal and provide an abstract to help secure an opportunity to present at the 2010 UMR-ACUHO Conference. It can be a competitive process with many submissions and a limited number of available timeslots.

## **PROGRAM SUBMISSION DEADLINE**

The program proposal form will be available on the website [www.umn-acuho.org](http://www.umn-acuho.org) starting on Monday, March 1<sup>st</sup>, 2010. The deadline for completed program proposal forms is Friday, May 28<sup>th</sup>, 2010.

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