

# CASC 2016

## *Intersection of Science and Nature*

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### **CALL FOR SESSION PROPOSALS**

*DUE: NOVEMBER 27, 2015*



## CASC 2016 - CALL FOR SESSION PROPOSALS

### Submission Deadline: November 27th, 2015

We invite you to join us at the 2016 Canadian Association of Science Centres (CASC) Annual Conference in Vancouver. CASC's 14th Annual Conference is expected to welcome 150 delegates from across our country. This three-day conference, co-hosted by the Vancouver Aquarium Marine Science Centre, Science World BC and the HR MacMillan Space Centre, features pre-conference activities, engaging learning sessions, keynote speakers, and events that include a welcome reception, a tradeshow and our national awards gala. Opportunities to network with your Canadian peers will be offered throughout the program.

This year's CASC conference theme, *Intersection of Science & Nature – learn more, care more, do more* - is an opportunity for delegates to explore challenging questions and work creatively together so that positive change can have a lasting effect on policy, practice and ultimately, sustainability. The goals of the conference are to inspire, to build capacity and to foster collaboration.

***We want you. With your experience and expertise we can jointly develop an innovative conference experience.***

Below are the details to help you preparing your conference session proposal.

### TYPES OF STREAMS

In order to support the growth and development of both attendees and the field at large, CASC encourages the development of session proposals that will advance the field in both thought and practice. Proposals that focus on operational aspects of science center practice are especially encouraged. These include sessions that present advances in:

- Administration
- Communications, public relations and marketing
- Community engagement and outreach
- Development and member relations
- Staff and workforce development
- Education and programming
- Exhibits and immersive media
- Leadership

## SESSION FORMATS

Suggested formats include:

- **Café:** A moderated session that opens with short presentations of 3-5 minutes per presenter (maximum of 3 presenters), followed by roundtable discussions so the audience can interact with presenters. Session leader articulates the issues, and facilitates both the discussion and wrap-up.
- **Flash Session:** A short (10-minute) presentation especially suited for reporting project results or presenting program outcomes. Presenters should submit Flash presentations individually and be sure to select the correct duration option (10 minutes). Individual presentations will be combined by the program committee into a limited number of collective sessions based on theme or topic.
- **Roundtable:** A Roundtable is a 60-minute group discussion on a precise theme among up to 15 participants seated around a table. Roundtable presentations typically include a 5 to 10 minute presentation by the organizer to introduce the topic, followed by discussion and feedback from participants. Roundtable presenters should bring targeted questions to pose to participants at the table in order to learn from and with those attending. The presenter is also asked to summarize and conclude on the subject at the end of the session (5 minutes). Roundtables are excellent venues for getting targeted feedback, engaging in in-depth discussions, and meeting colleagues with similar interests. The description should detail the focus of the presentation and the way(s) in which it contributes to the body of knowledge in our field. Each presenter is in charge of his or her discussion group, but most will include a short introductory presentation (5 to 10 minutes), a discussion (around 45 to 50 minutes) and a conclusion (5 minutes).
- **Panel:** A session with three to four presenters in a moderated panel discussion, followed by 15-20 minutes of Q&A. Diverse panels should consider each participating institution's geography, size, type, and budget.
- **Hands-on, Minds-on Exploration:** A program for a relatively small group of people in a specific field, emphasizing participation in problem-solving efforts, with one or more hands-on activities; 60 maximum participants.
- **Showcase:** An opportunity for multiple centres to share a demonstration or activity that is successful in your environment (10-15 mins max)

## WANT TO PROPOSE SOMETHING DIFFERENT?

**Performances? Hack-a-thons? Maker Faires? Other interactions or services?** Propose any other format of participation + explain how it works. We're open to new ideas. If you're not sure what format is the best fit for your proposal just let us know and we can help.

## SELECTION CRITERIA

**The Program Committee will evaluate all proposals using the following criteria:**

- The session demonstrates strong connections to the conference theme, The Intersection of Science & Nature – learn more, care more, do more.
- The session proposal ideas and organization are well conceived and developed.
- The focus and learning outcomes are well presented and thoughtfully articulated. Conference delegates generally learn best when sessions acknowledge and build upon past knowledge and experiences and participants are active in their learning.
- The proposal offers diverse and broad perspectives representing a range of disciplines, cultural perspectives, geographic locations and/or organization size.
- Session content demonstrates timely, strategic, and/or innovative thinking.
- The session actively involves the audience, in a manner appropriate to the session format and content, and incorporates ways for participants to exchange ideas.

**Cross-disciplinary sessions are particularly welcome as they help to broaden our thinking. Please consider co-presenting with someone outside of our traditional science centre field.**

The program committee may match speakers with complimentary proposals together to enhance conference sessions.

**All sessions are non-commercial and avoid endorsement of services or products.**

Priority will be given to proposals that are relevant to the key themes (above), are clear and well developed, and confirm a commitment from the presenters to deliver a high-quality, thought-provoking session. Proposals will not be accepted if they appear to be a show and tell session or product/service endorsements.

***Please note: The CASC is unable to provide speakers with travel funds, honorariums or allowances.***

**Session Room Logistics** – All session rooms will have a projector, laptop, screen, and Internet connection. The room set-up will either be round tables or theater style seating.

**We encourage non-traditional formats, so if you need a different room set-up to facilitate your idea, please request early. We will accommodate if we can.**

## CASC NATIONAL CONFERENCE 2016 SESSION PROPOSAL

**PLEASE BE SURE TO COMPLETE ALL FIELDS TO ENSURE PROPER PROCESSING.**

### INFO / DESCRIPTION

Contact information: \_\_\_\_\_  
 Proposer's name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Institution/Organization: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_  
 Province: \_\_\_\_\_  
 Postal Code: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

### SESSION PROPOSAL

Please complete this form entirely; it **MUST** be accompanied by a concise, well-written one-page summary of your proposed session. Be sure to identify the learning objectives and target audience. **ONLY** complete proposals will be considered.

Session Title: \_\_\_\_\_  
 Key Theme: \_\_\_\_\_  
 Session Format: \_\_\_\_\_ Café \_\_\_\_\_ Flash  
 \_\_\_\_\_ Panel \_\_\_\_\_ Forum  
 \_\_\_\_\_ Hands/Minds-on \_\_\_\_\_ Other: \_\_\_\_\_  
 Language: \_\_\_\_\_ English \_\_\_\_\_ French \_\_\_\_\_ Both

List your confirmed presenter(s), including names, affiliations, phone numbers, and email addresses; please make sure to indicate the language that they will speak during their presentation.

Presenters:  
 Name: \_\_\_\_\_ Affiliation: \_\_\_\_\_  
 Name: \_\_\_\_\_ Affiliation: \_\_\_\_\_  
 Name: \_\_\_\_\_ Affiliation: \_\_\_\_\_  
 Name: \_\_\_\_\_ Affiliation: \_\_\_\_\_

Please help me find panel members to participate in my session.

Yes  No

### SESSION LEARNING OUTCOMES

Learning outcomes are the knowledge and skills that participants will learn during your session. By the end of my session participants will:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Target Audience: \_\_\_\_\_

### SESSION DESCRIPTION

Please attach a one-page description.

### SPECIAL NEEDS, REQUESTS, AND COMMENTS

Use this section to request options for room furnishings and layout or other needs, additional A/V equipment, or explain a special circumstance that the reviewers should know about as they evaluate your session proposal.

### OTHER ISSUES/COMMENTS

Please initial to indicate you agree:

As a presenter and/or panelist, I agree to register and pay for attending CASC 2016.

I would be willing to provide an electronic copy of my presentation and/or handouts to all conference delegates to be distributed by the CASC website.

I agree to have my session recorded. Note: Unless specifically requested by the presenters, all sessions held during the CASC conference may be recorded. Presenters and moderators will be asked to sign a release form prior to the CASC conference.

If my program is accepted, I have the necessary organizational approvals to attend the conference.

### PLEASE EMAIL TO:

info@casc-accs.com