



## Call for Proposals

**CATYC Annual Conference**  
**“Bridging the Gaps in Higher Education”**  
**September 22-24, 2024**  
**Location: Schoolcraft College, Livonia, MI**

### **Recommended Audience**

Presidents, Administrators, ALOs, and members of the faculty for two-year colleges that are accredited by the Higher Learning Commission from any institution in one of the 19 member states are welcome to attend the fall conference of the Council on Accreditation for Two-Year Colleges (CATYC). This year, we will meet in Livonia, MI (Detroit area), to share best and innovative practices related to accreditation, assessment, and student success in support of our students, institutions, and the communities we serve.

Sessions are scheduled for forty-five minutes. Presenters are asked to reserve a few minutes after their session for questions and comments.

### ***What CATYC Seeks in Proposals***

The CATYC Executive Committee is soliciting proposals that meet these main objectives:

- Share best practice models that demonstrate support for HLC Criteria
- Share best practice models that demonstrate institutional effectiveness, improvements in student success, or college processes

### ***How Proposals will be Reviewed and Selected***

Proposals will be reviewed by members of the Executive Committee after **March 15, 2024**, and are expected to meet the following minimum criteria:

- Adherence to proposal submission instructions
- Relevance to the conference theme, goals, and objectives
- Potential for engaging participants in substantive discussions
- Clarity of writing

### ***Expectations for Presenters***

Presenters must:

- Register for the conference
- Agree that their presentation abstract may be used to advertise the conference and may be included in the conference brochure and CATYC Newsletter
- Agree to provide their presentation in electronic format to be posted on the CATYC website following the conference
- Be from a two-year college in 19 member states

### ***Instructions for Submission and Consideration***

1. Complete the Session Proposal Form and submit it by March 15, 2024 to: [heidif@labette.edu](mailto:heidif@labette.edu)
2. Session proposals will be judged by the Executive Committee based on the criteria.
3. Session leaders will be notified of their selection on or before May 31, 2024.



Call For Proposals

Council for Accreditation of Two-Year Colleges (CATYC)

Fall 2024 Annual Conference

Conference Theme: "Bridging the Gaps in High Education"

September 22-24, 2024, Livonia, MI

Instructions: Complete this form and email to: [heidif@labette.edu](mailto:heidif@labette.edu)

Submission Deadline: March 15, 2024

Proposed Session Title: \_\_\_\_\_

Proposal addresses which of the following HLC Criteria:

- 1. Mission
- 2. Integrity: Ethical and Responsible Conduct
- 3. Teaching and Learning: Quality, Resources, and Support
- 4. Teaching and Learning: Evaluation and Improvement
- 5. Institutional Effectiveness, Resources, and Planning

**Presenter(s):**

Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Institution: \_\_\_\_\_

Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Institution: \_\_\_\_\_

Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Institution: \_\_\_\_\_

## Session Description

Please provide a description of your proposed session. (500-word maximum)

Please provide a brief description (50-word maximum) that may be used to publicize your session.

In 250 words or less, please explain how your session is relevant to the conference theme.

Completed session proposal forms should be scanned and emailed to [heidif@labette.edu](mailto:heidif@labette.edu) no later than March 15, 2024.