CALL FOR PROGRAM PROPOSALS
2009 MSU Women’s Leadership Conference
Theme: “The Courage to Lead, the Power to Make a Difference”
Submission Deadline: 5:00 p.m., Friday, October 9, 2009

Program Title:

Program Purpose and Overview:
Please give a brief description of your proposed program in 80 words or less. This abstract should be suitable for publication in the program book. NOTE: The abstract is subject to editing for publication.

Program Format: (check all that apply – reminder that this is a 50 minute session)
___ Discussion/Round Table ___ Group Activity ___ Interactive ___ Lecture ___ Panel

Categories: Please select which category best represents your workshop.
1) Career/Professional Development 2) Diversity/Multicultural Development
3) Leadership/Teamwork Development 4) Personal Development

Primary Presenter/Contact Person: (This person will handle all program communication)
Name:
Position/Title:
Institution/Organization/Department:
Mailing Address:
Telephone:
E-mail:
Fax:

Additional Presenter Name(s):

Audio-Visual Needs: Please indicate audiovisual needs by October 9, 2009. We have access to a limited number of TV/DVDs, overhead projectors, easels and newsprint and a digital projector and screen. Please respect our efforts to keep the conference costs low, and request only essential equipment. Presenters must provide own laptop computers.

_______Yes, I need Audio Visual _________ No, I do not need Audio Visual

Scheduling: Please note that the conference is held on Sunday, November 8, 2009. The sessions are: 2:40-3:30, 3:40-4:30 and 4:40-5:30pm. Please indicate your 1st and 2nd choice for presentation time and we will try to work with preferences as part of our program development. 1st choice ___________ 2nd Choice ___________ 3rd Choice ___________

Are you willing to repeat the workshop? If yes, indicate which time slot.

Will you have handouts? If yes, please briefly describe the handouts.

Please return by Friday, October 9, 2009
Forms should be returned to the MSU Women’s Resource Center, 332 MSU Union, East Lansing, MI 48824, faxed to 517.432.3846 or e-mailed to hancockj@msu.edu.