

# Emergency Management Higher Education Colloquium

## CALL FOR PROPOSALS

**DEADLINE FOR PRESENTATION SUBMISSIONS: March 15, 2025 (5:00pm ET)**

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**Date:** June 3-5, 2025

**Location:** Virtual

The **Emergency Management Higher Education Colloquium** is a collaborative gathering for faculty, staff, and administrators dedicated to advancing emergency management and homeland security education. This event provides a forum to share research, discuss best practices, and explore innovative approaches to preparing the next generation of emergency management professionals.

### **Mission & Vision**

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#### **Mission Statement:**

The Colloquium fosters collaboration among educators and researchers to enhance emergency management and homeland security academic programs. Through insightful discussions and knowledge-sharing, we aim to strengthen course design, research integration, and the preparation of future professionals.

#### **Vision Statement:**

Our vision is to provide a platform for advancing emergency management education by addressing emerging trends, refining instructional strategies, and ensuring academic programs remain aligned with the evolving needs of the profession.

### **About the Symposium**

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This year's theme, **"Strengthening Emergency Management Education for an Evolving World,"** highlights the need for adaptability and forward-thinking approaches in academic programs. It emphasizes how faculty and institutions can refine curriculum, teaching methods, and research initiatives to ensure students are equipped to tackle real-world challenges in emergency management and homeland security.

#### **Key Elements of This Theme:**

1. **"Designing Educational Programs for the Future"** – Developing innovative curricula and assessment methods to meet the evolving needs of emergency management education.
2. **"Advancing Educational Excellence"** – Improving teaching methods, course design, and student engagement to enhance learning outcomes.
3. **"Strengthening Community Preparedness Through Education"** – Connecting academic knowledge to real-world applications that improve preparedness and resilience.
4. **"Innovative Approaches and Expanding Perspectives"** – Exploring new teaching strategies, research trends, and unique viewpoints to advance emergency management education.

The Colloquium will feature a series of expert-led sessions, panel discussions, and presentations designed to foster meaningful conversations about the future of emergency management and homeland security education.

#### **Submissions should fit within the theme and may address relevant topics such as:**

- Scholarship of Teaching and Learning (SoTL) in Emergency Management
- Innovative Teaching Practices
- Bridging Practice and Research
- Ethics in EM & HS
- Technology in EM: Practice, Academia, and Research
- Future Direction of the Emergency Management Profession

#### **Submission Guidelines:**

You will be asked to include details pertaining to the presenters, type of presentation, and a brief summary of the presentation topic. Be sure to complete all required information fields. Carefully review and edit your responses prior to

submitting your completed proposal. Incomplete proposals will not be reviewed.

### **Compensation:**

There is no financial compensation or travel expenses for presenters. There are no registration fees.

### **Review Process:**

Each proposal will be reviewed by a group of academics, researchers, and practitioners. The review rubric addresses the following criteria: 1) clarity and completion of the submission, 2) interesting and relevant abstract/synopsis, 3) clear and meaningful objectives/expected learning outcomes and 4) a session outline/detailed description that is comprehensive, thought-provoking, and consistent with the stated abstract. Each submission will be notified of their acceptance, conditional acceptance or rejection by May 1, 2025.

In addition to completeness, each proposal will be assessed by an independent review committee against the following criteria:

- Relevance:  
the proposal should demonstrate alignment to the conference theme and relevant topic;
- Clarity and Quality:  
the proposal should clearly outline the topic that will be featured in the presentation as well as its main concepts/ideas. (Please quality control your proposal for spelling and grammar);
- Innovation:  
the proposal introduces new ideas, methods, and/or approaches that promote new knowledge and have the potential to contribute to the field;
- Focus:  
the proposal contributes to knowledge on broader issues of evaluation methods, theories, policies and practices that have value to a wide community in contrast to presenting findings of a specific evaluation;

### **Submission Form**

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- **SESSION TITLE**
  - 100 character maximum – no more than 10 words
  - Titles should briefly identify the content and audience and should be able to stand alone and give a clear idea of what will happen in the session.
- **PRESENTER INFORMATION**
  - Complete information for each presenter MUST be included.
  - PANELS: For panels, the moderator should be listed as Presenter 1. This is required for submission. Please include any confirmed panel members on the submission form. If the panel is not fully formed, please include a list of potential panelists in the detailed description section of the submission. Panel members should be listed under Presenters 2-4. For additional members, please include them as an attachment and ensure that Presenter information is complete. For program purposes, a final lists of panelists is due by May 1, 2025. Any panelist not included in the original proposal require approval of the track lead and the Higher Education Program Manager.
- **ABSTRACT/SYNOPSIS**
  - The abstract/synopsis should be limited to 50 words. This is the information that will be published in the program so that participants will understand the purpose of the presentation.
- **PRESENTATION STRUCTURE**
  - **Traditional:** A traditional presentation utilizes one or two primary presenters giving a formal lecture style presentation. Typically, done with a PowerPoint or other visual aid with time allotted at the end for questions.
  - **Panel:** The purpose of the Panel session is to engage a group of panelists in an interactive

discussion or debate. Proposals for panel discussions should include clear descriptions of the topics to be discussed and the procedures that will be used to manage the discussion among panelists and with the audience. "Presenter 1" should be used for the session moderator, if the moderator will also be participating on the panel, please include in the detailed description. Panelists should be listed under Presenter 2-4, additional panelists may be included at the end (please make sure to include all information for each panelist).

- **TIME & AUDIENCE:**

- **Time:** how much time would you anticipate needing for your presentation. This will help determine placement if your presentation is selected. We cannot guarantee you the amount of time you request, but we will work to accommodate as best as possible (45 minutes)
- **Audience:** Who is your target audience: Practitioners, New Faculty, Experience Faculty, Government Officials, or Students? You will have the option of selecting one or more.

- **OBJECTIVES/EXPECTED LEARNING OUTCOMES**

- Write objectives that focus on the WHAT you expect the participants to do or learn at the conclusion of your presentation.
- What do you want your attendees to remember?
- What three things do you want your attendees to recall upon leaving your presentation? Two to three main points is the maximum for a thirty- to sixty-minute presentation.

- **KEYWORDS**

- Please include 3-5 keywords for your topic.

- **ALIGNMENT TO THEME**

- Select one or more of the key elements in the theme where your presentation aligns.

- **SESSION OUTLINE/DETAILED DESCRIPTION**

- A description of the topical content and delivery plan. This should be 300-500 words.

### **Important Dates:**

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Deadline for Submissions: **March 15, 2025**

Notification of Acceptance: **April 15, 2025**

Submission of Final Presentation: **May 15, 2025**

### **Publication**

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Presenters are encouraged to publish the material coming from the Colloquium. Toward this end, we are working with publishers to capture a proceedings issue of our symposium. In past years we have not received enough full submissions. If you are interested committing to writing up your session for publication, please note this on your submission.

### **Submission**

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Submit the form no later than 5:00 pm ET on March 15, 2025. <https://forms.gle/dKKdwkm2okLRdPqy5>

### **Contact**

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For Additional Information or Assistance Please Contact:

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