St. Augustine Campus, Trinidad & Tobago – June 24-26, 2015

FIRST CALL FOR PAPERS

The organisers of the Conference on Institutionalising Best Practice in Higher Education announce the Call for Papers and invite proposals for Papers, Panels, and Posters.

BACKGROUND
In order to deepen sharing and learning about working according to best practice principles in higher education, The University of the West Indies (The UWI) will host a regional conference organised by its Quality Assurance Unit and Centres for Excellence in Teaching and Learning. The conference will focus on the development of a culture of best practice in higher education institutions in the Caribbean, within a framework of best practice principles and strategies. Higher education professionals and other stakeholders will explore strategies for embedding best practice principles in institutional systems, processes and procedures, in support of institutional transformation and the pursuit of excellence. The focus will be on selected thematic areas indicative of challenges currently facing the Caribbean higher education sector.

FORMAT OF THE CONFERENCE
A featured speaker will deliver a Keynote presentation on the main theme on each conference day:
- Day 1: Context and Its Impact on Best Practice
- Day 2: Best Practice, Good Practice, & Promising Practice: Identifying the Evidence
- Day 3: Strategies for Institutionalising Best Practice in Higher Education Institutions

Proposals for Papers, Panels, and Posters should be designed to contribute to one of the following sub-themes:

- Governance Issues in Higher Education
- Resourcing Higher Education
- Employee Engagement and Workforce Development
- The Use of Information and Communication Technologies (ICT) in Higher Education
- Developing the Desired Graduate
- Teaching and Learning
- Assessment
- Research & Innovation
- Student Administration and Student Centredness
- Quality Assurance (QA) & Enhancement
- Strategic Planning
- Alumni, Student, and Employee Engagement
STRUCTURE OF PRESENTATIONS

PAPERS

Presentation Time: 30 minutes, inclusive of 10 minutes for questions

Description: Papers should present reports or case studies of significant work in research, development, and applications related to aspects of the conference sub-themes.

Submission: Paper proposals must be submitted in MS-Word format and should be between 1000-1500 words in length. The proposal should include: (a) the proposal author(s) contact information, (b) title, (c) sub-theme to which it applies, (d) abstract of not more than 250 words, and (e) outline of the proposal. The abstract should clearly state the core idea, objectives, and give an indication of key findings (if any). The outline should indicate the issue addressed by the proposal and how that issue relates to the sub-theme. It should also provide the background to the issue, indicate the approach adopted, and the possible impact or projected findings. If the proposal is accepted, you will be invited to write a full paper of approximately 3000-5000 words on the basis of the accepted proposal.

PANELS

Presentation Time: 90 minutes, inclusive of at least 30 minutes for discussion

Description: Panellists will present their views or perspective on an issue related to one of the topics of the conference for discussion with the audience. The entire panel, including the Chair/Discussant, should be no less than three persons and no more than four.

Submission: Proposals for panels must be submitted in MS-Word format and should provide enough detail to allow organizers to determine: (a) relevance of the topic to the conference, (b) originality, (c) expertise of the panellists, and (d) potential for interesting, engaging, and informative discussion. Proposals should include a short abstract of the content of each paper, and should not exceed 2000 words in total.

POSTERS

Description: Poster/Demonstration sessions will enable researchers, students, administrators, or other interested persons to demonstrate and discuss their latest research, results of interventions, and developments in progress on any of the sub-themes.

Submission: Same submission requirements as for paper proposals. The proposal should provide enough detail to allow the organizers to: (a) identify the issue being addressed, (b) what has been done, and (c) determine the importance of the work.

All proposals must be submitted no later than January 30, 2015.

SELECTION CRITERIA FOR PAPER PROPOSALS

At least two referees will review each paper proposal. Proposals will be evaluated for:

- Value or usefulness of the institutionalisation of best practice principles
- Presentation and interpretation of findings, discussion, and conclusions
- Inclusion of appropriate implications for practice and/or policy
- Importance and timeliness
- Contribution to the literature
- Overall clarity of ideas and expression
- Current references to relevant work
- Grammatical construction and writing style

IMPORTANT DATES/DEADLINES

Deadline for Proposal Submissions: January 30, 2015
Notification of Acceptance/Non-Acceptance: March 31, 2015
Notification of Date, Time, and Location of Presentations to Presenters: June 01, 2015
Submission of Electronic Copies of Presentations: June 15, 2015

For additional information, please contact: bestpractices@sta.uwi.edu

Language of Conference: English
Conference Location: Teaching and Learning Centre, The UWI, St. Augustine, Trinidad and Tobago

Further details on conference arrangements will be posted on the conference website as soon as they become available