

2025 Symposium on Educational Excellence - Call for Proposals

Thank you for interest in presenting at the 8th Annual Symposium on Educational Excellence! Our symposium theme is: **Advancing Educational Scholarship and Skills in Health Sciences**

This document contains some general information about submitting a proposal, as well as the specific questions you will be asked on the proposal submission form.

SEE will be held on **Friday, May 16, 2025**. Our hope is to have the majority of events in person, with virtual participation via streaming.

Event Objectives

- Provide a forum for sharing curriculum and teaching innovations.
- Highlight research related to educating health professionals and scientists, including student affairs.
- Explore new approaches in educating health professionals and scientists.
- Build a network of faculty and students interested in promoting educational scholarship.

Important Dates

- **Wednesday, Jan. 15, 2025: SUBMISSION DEADLINE** (*extended from initial deadline*)
- **Friday, Feb. 21, 2025:** You will be notified of the committee's decision regarding your proposal
- **Friday, April 25, 2025:** Poster materials are due. Additional details regarding where to upload the materials will be provided at a later date.
- **Friday, May 2, 2025:** Posters and presenter materials are due. Additional details regarding where to upload the materials will be provided at a later date.
- **Friday, May 16, 2025:** Symposium on Educational Excellence (all day)

Types of Submissions

We are accepting proposals for:

1. **Interactive Workshop:** Interactive Workshops are interactive learning opportunities that build the skills or knowledge for participants. They are to be a maximum of 45 minutes in length. Abstracts should describe what skills will be taught and what teaching methodologies and exercises will be used. These are not didactic lectures; rather they are workshops that should be designed to impart skills or explore applied topic areas. At least one of your workshop objectives should be about what the attendees will be able to do as a result of attending.
2. **Poster:** You will create a traditional or "better" poster to display at the symposium. The live poster session will be in the afternoon of the event day. Posters will be made

available to attendees electronically ahead of time. **Completed Posters are due April 25, 2025** to provide time for judging and printing. *If you are in the Education Scholars Program, choose this option.*

3. **Snap Talk:** You will prepare a 15-minute presentation to share your research findings or educational innovation. The research findings or innovation can be in its early days, or it can be something you have been working on for a while. Objectives should reflect what knowledge participants will gain from the presentation.
4. **Table:** You will prepare a table to represent an education-related group on campus. You can have materials to share or objects to display, you can be recruiting new members, or you can simply be getting the word out. Whatever your purpose for tabling, someone should be present to talk to SEE attendees and answer questions.

Please note: the committee does its best to accommodate preferences but may select a different format to fit program needs.

Proposal Submission Form Information

- Primary presenter information (name, degree(s), email, professional role, institutional affiliation, department/school)
- Additional presenter(s) information (name, email, professional role)
- Proposal Information for Posters, Interactive Workshops, and Snap Talks
 - 1st and 2nd choice for presentation format
 - Title
 - 2-4 Keywords
 - Abstract (approximately 500 words – **do not include any personally identifying information**) that includes a brief background section with at least two citations and that briefly addresses the following relevant categories for your poster, workshop, or snap talk:
 - research question/innovation/goal
 - methods
 - impact/effectiveness
 - findings/results
 - diversity, equity and inclusion
 - possible applications
 - **1-5 measurable learning objectives**
 - *For posters only:* Whether you need poster printed (free of charge)
 - *For workshops only:* Brief overview of how you plan to actively engage your audience. At least one of your workshop objectives should be about what the attendees will be able to do as a result of attending.
- Proposal Information for Tables
 - Brief explanation (up to 300 words) of the group your table is representing. Include:

- The name of your organization
 - How your organization supports education at OHSU
 - Your purpose(s) for tabling (e.g., recruit new members, get the word out, identify potential collaborations)
 - How you plan to engage SEE participants
- Willingness to share your work either in the OHSU Digital collections repository and/or with conference participants.
- Interest in serving as a poster judge, proposal reviewer, day-of volunteer.