



First Fridays Professional Development Series 2019-2020

Call for Proposals and Topic Suggestions

What is First Fridays?

The First Fridays Professional Development Series gives faculty and staff (full-time and part-time) opportunities to share with the Cincinnati State community best practices, research, or key professional experiences in teaching and learning.

First Fridays presentations are offered from 3 to 4 p.m. on the first Friday of each month, September through April. **Topics can be anything you believe is of value and interest to other College employees.**

Possibilities include, but are not limited to:

- Strategies and techniques for improving student retention and success
- Innovative and engaging classroom activities
- Perspectives on advising
- Dealing effectively with inclusion and diversity issues
- Online instruction strategies and best practices
- Insights about using technology effectively
- Other professional enrichment topics

Who should submit a program proposal?

All employees are eligible to provide service to the College as a First Fridays presenter. You may present by yourself, or with a group (including proposals for panel discussions).

How do I submit my proposal?

Please use the eForm “First Fridays Pro Dev Call for Proposals” to submit your idea (eforms are located in Blackboard under Tools). You’ll need to provide a **200-word summary of your idea**, and you can attach additional materials if you wish.

You can also use the eform just to suggest a topic you would like to see included, even if you are not the presenter. If you have suggestions of good speakers for that topic, please include them in the summary.

Proposals and ideas for 2019-20 presentations are due by April 19, 2019. Submitted proposals will receive follow-up communication in May 2019.

How are proposals evaluated?

Proposals are reviewed by members of the Professional Development Committee, using these criteria:

- Clearly stated purpose and objectives
- Ability to effectively cover the topic in a 1-hour session, with time for Q&A
- Relevance of the topic to supporting institutional learning outcomes
- Creativity/uniqueness of the topic and/or your approach to the topic

Questions? Please Contact:

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