



JCEP (Joint Council of Extension Professionals) invites you to submit a proposal to present at the 2008 Galaxy III Conference, to be held in Indianapolis, Indiana September 15-19, 2008.. Participants will ***Celebrate the Extension System: Strengths, Diversity, and Unique Qualities*** as they learn best practices for Cooperative Extension programs and renew their personal and professional spirit for working together across organizational and programming lines. Join us by submitting a proposal for one of the four types of presentations as well as sharing your knowledge and experience with us.

Proposal Deadline

The proposal submission deadline is January 15, 2008. The conference program will be finalized and presenters notified no later than April 1, 2008 in time to provide pre-conference coordination. Late proposals will not be accepted.

Directions for PROPOSAL SUBMISSION

Research / Evaluation
Competency Building Workshop
Poster
Roundtable

Acceptance

IF your paper is accepted, the lead author will be notified by April 1, 2008
The abstract should not exceed 300 words. It should emphasize objectives and results.
Inclusion of tentative or final conclusions will strengthen proposals.

Selection Criteria

Lead presenters must be a member in good standing of one of the JCEP professional associations. Program proposals will be selected based on appropriateness and consistency with the conference theme, timeliness of session topic, creativity of approach, and demonstration of expertise by presenters and according to the selection criteria as listed within each category. The conference proposal review committee reserves the right to combine similar proposals to create one 90-minute session.

Presentation Limitations

Presenters can be the lead author on a maximum of two proposals. There is not a limit for posters or being a co-author on presentations. The Galaxy III Educational Programs committee will make final decisions.

Presenter Information

All presenters will be expected to register and pay appropriate conference registration fees.

For Research and Evaluation Reports and Competency Building Workshops, presenters will be provided with computer, LCD projector, and microphone in larger session settings. No audio-visual support will be provided for Roundtable sessions and use of this equipment is not

encouraged. Access to electricity will not be provided. Any other audio-visual needs of presenters will need to be provided by the presenter. A list of acceptable audio-visual providers will be linked at the Galaxy III website.

Boards will be available for poster sessions: Four-foot by eight-foot maximum (4'X8'). Poster session presenters are expected to be available for their assigned time to present and discuss their work.

PRESENTATION TYPES

Galaxy III will accept presentation proposals under the following session categories:

- 1. Research and Evaluation Reports**
- 2. Competency Building / Program Development Workshops**
- 3. Roundtables**
- 4. Poster Sessions**

1. Research and/or Evaluation Report - (30 minutes)

Description: Research and evaluation reports summarize theoretical, systematic inquiries related to the advancement of theory and practice. Research reports present the results of empirical investigations (quantitative or qualitative). Evaluation reports present the results of systematic measurement of program outcomes, field tests, or delivery processes.

Research and Evaluation Proposal Abstract: (300 words maximum)

Proposals will be evaluated through a blind review process composed of 3 - 7 reviewers. This proposal outline is the only basis for the reviewers to evaluate the proposal.

Research and Evaluation Review Criteria—100 total points possible:

Research and evaluation reports will be selected based on the following criteria:

- Quality, appropriateness, and rigor of the study - 20 points
- Methodology clear and complete - 20 points
- Results clear and complete - 20 points
- Implications and/or conclusions are appropriate and/or validated by reported results - 15 points
- Contribution to new knowledge or new interpretation - 15 points
- Abstract clearly communicates content and intent of proposal. - 10 points

Proceedings abstract: 50 words for program booklet description for printed program to be included with original submission.

2. Competency Building / Program Development Workshop (90 minutes)

Description: A competency building workshop teaches a specific skill set needed by Extension professionals. A program development workshop describes a programming initiative that leads to outcomes and impacts.

Competency Building Workshop Proposal Outline: (300 word maximum)

Proposals will be evaluated through a blind review process composed of 3 - 7 reviewers. This proposal outline is the only basis for the reviewers to evaluate the proposal.

Competency Building Criteria—100 total points possible:

- Description of workshop's applicability to one or more competency or skill set is clear - 20 points
- Targeted outcomes and target conference audience clearly defined - 15 points
- Evidence provided that presenter has previously successfully taught this competency and/or used this skill set - 10 points
- Instructional techniques planned for conference presentation appropriate and program replication requirements included - 10 points
- Description of take-home materials planned for conference presentation appropriate - 10 points
- Contribution to new knowledge or new interpretation - 15 points
- Appeal to Galaxy III audience - 10 points
- Abstract clearly communicates content and intent of proposal - 10 points

Proceedings abstract: 50 words for program booklet description for printed program to be included with original submission.

3. Poster Session (90 minutes)

Description: Poster Sessions are graphic displays, which encourage informal discussions on topics similar to those appropriate to research, evaluation, competency building, and program development. Posters should NOT be used to advertise a product or service. A wall panel will be provided for each display. Each presenter will be responsible for setting up the display, staffing it for 90 minutes, and removing the display at the scheduled time. Posters should at least have the following labels in the display: Program description, targeted participants, program outcomes, research base, program replication requirements, program evaluation, and findings.

Poster Session Proposal Outline: (300 word maximum)

Proposals will be evaluated through a blind review process composed of 3 - 7 reviewers. This proposal outline is the only basis for the reviewers to evaluate the proposal.

Posters will be accepted in these categories:

Research
Program Evaluation
Competency Building
Program Development

Poster Review Criteria--:

- Description of program/project to be presented (curriculum, delivery models, management methods, technology, research base and methodology, evaluation etc.) clear and complete - 30 points
- Targeted outcomes and participants of program clearly defined - 10 points
- Evaluation data shows program achieved targeted outcomes - 15 points
- Content appropriate for post format— 10 points
- Contribution to new knowledge or new interpretation - 15 points
- Appeal to Galaxy III audience - 10 points
- Abstract clearly communicates content and intent of proposal - 10 points

Proceedings abstract: 50 words for program booklet description for printed program to be included with original submission.

4. Roundtables (30 minutes)

Description: Roundtables are designed to promote open discussion around a significant or major issue or theme. Rather than making a formal presentation, Roundtables are a briefing on educational programs, techniques, or projects that utilize research findings or “best practice” in their program design with time for Q&A with table participants. This session type is best for those presenters wanting to share ideas and gain information from other conference participants in an open forum. In order to ensure discussion, rather than presentation, no audio-visual equipment will be provided for roundtable discussions. Programs can target audiences such as: youth, adults, volunteer leaders, etc.

Roundtable Outline (300 word maximum)

Proposals for Roundtables should include the following information. Proposals will be evaluated through a blind review process composed of 3 - 7 reviewers. This proposal outline is the only basis for the reviewers to evaluate the proposal.

Program Seminar Review Criteria—100 total points possible:

- Description of program to be presented (curriculum, delivery models, management methods, technology, research and methodology, etc.) clear and complete - 25 points
- Targeted outcomes and participants of program clearly defined - 15 points
- Evaluation data shows program achieved targeted outcomes - 15 points
- Content appropriate to roundtable format— 10 points
- Contribution to new knowledge or new interpretation - 15 points
- Appeal to Galaxy III audience - 10 points
- Abstract clearly communicates content and intent of proposal. - 10 points

Proceedings abstract: 50 words for program booklet description for printed program to be included with original submission.

For Questions Contact: Gae Broadwater (gae.broadwater@kysu.edu) or Andy Londo (ajLondo@cfr.msstate.edu).

PROPOSAL SUBMISSION

Proposals must be electronically submitted by 11:59 p.m. CST (Central Standard Time), Tuesday, January 15, 2008.

Go to the site listed below and type in the information requested on the form, click the “Submit” button and your abstract will be submitted.

The URL for proposal submissions is: <http://ext.msstate.edu/survey/galaxy>