

Higher Learning 2025

HLC's Annual Conference

April 5–8 | Chicago

Proposal Submission Guide



About the Conference

General Program

Saturday, April 5 – Tuesday, April 8 in Chicago

The General Program is an opportunity for higher ed professionals to share their knowledge and experience with peers and colleagues. We invite our member institutions and others to promote best practices, showcase innovations, examine common issues and challenges, and report on recent developments in higher ed. To ensure a balanced and inclusive program, HLC seeks presentations from a variety of institutional types and organizations.

Higher Learning, the 2025 HLC Annual Conference, will explore the ways colleges and universities use higher ed to meet the needs of their students and society. Whether through imparting the skills and knowledge needed for today's workforce, fueling innovation, or exploring solutions to our most pressing problems, higher learning is the force that propels us all.

Pre-Conference Events

Saturday, April 5

- Seeking Accreditation Workshop
- Peer Reviewer Updates and Training
- Centering Learning Workshop
- ALO Workshop
- Conversations with Presidents and Trustees

Proposals are due on September 13, 2024 at 11:59 p.m. CT

Presentation Tracks

We invite presentation proposals that address:

Institutional Experiences With Accreditation

- Strategies and lessons learned (e.g. comprehensive evaluations, Year Four evaluations, substantive change, monitoring)
- Quality Initiative development, implementation, and impact
- Institutional examples of addressing the criteria
- Using accreditation to promote continuous improvement
- Engaging the campus community in accreditation
- Overcoming challenges faced by Accreditation Liaison Officers and institutions preparing for accreditation

Teaching and Learning in a Changed Environment

- Innovative teaching methods
- Alternative credentials
- Faculty development and engagement
- Assessing and improving student learning
- Promoting student engagement
- Incorporating artificial intelligence into academic policies and pedagogy

Promoting Student Success

- Developing and implementing strategic enrollment management plans
- Aligning the range of student support services with institutional mission
- Ensuring readiness for higher education
- Addressing mental health and wellness on campus and in remote environments
- Promoting equity in access and achievement of students' desired outcomes
- Pursuing social justice in education

Leading and Managing for the Future

- Preparing for the future through strategic planning, program review/prioritization and other institutional effectiveness processes
- Budgeting, funding, and resource management strategies
- Leading and managing change
- Responding to evolving workforce development
- Leadership development and succession planning
- Business continuity under adverse conditions (e.g. cyber security, natural disasters)

Please note: These presentation topics are intended as examples to guide you in selecting a track. This is not a comprehensive list of presentation topics within each track, nor an indication of which proposals HLC will select.

To highlight work from across the higher ed landscape, some proposals may be combined into joint panel sessions by HLC staff. Proposal submitters will receive more information on presentation formats once decisions are made in November 2024.

Submitting Your Proposal

Guidelines

1. The maximum number of speakers per presentation is three.
2. All presentations will be 45 minutes long, including time for questions.
3. All presentations will be delivered entirely in-person at the conference in Chicago.
4. HLC encourages proposals on overcoming challenges related to accreditation. However, we will not select proposals related to monitoring or other follow up activity that is ongoing for the institution at the time of selection. We will not select proposals from institutions that are not in good standing with HLC.
5. Abstracts should accurately reflect the content you plan to present.
6. Proposals that feature tools, products, or services available for purchase by colleges and universities are not appropriate to submit through this proposal process. HLC's Sponsor Prospectus will be available in Fall 2024 outlining options for showcase presentations.

What We're Looking For

We encourage presentations that:

- Demonstrate measurable impact
- Foster interactive, engaging, open discussions
- Have clear and specific titles and descriptions
- Speak to the tracks
- Feature multiple perspectives
- Offer new insights into the field

In the Submission Portal

You may save incomplete questions and come back before submitting the completed proposal. After creating an account, follow these tasks:

Start a New Proposal

- **Proposal Title** (10-word limit)
- **Proposal Type**
 - Institutional proposals are for representatives of an HLC member institution.
 - Viewpoint proposals are for higher ed professionals from outside HLC's membership.
- **Proposal Track**
 - 1. Presenter Profile(s)**

The presenter profile is separate from the submitter's account profile, so complete the profile based on who will be giving the presentation. If submitting a proposal with co-presenters, the submitter will have the opportunity to complete a profile on their behalf or fill in their basic contact information to send an invite email for them to complete the profile.

Each proposal can have one primary presenter and no more than two co-presenters. The primary presenter serves as the main contact for HLC.
 - 2. Proposal Information and Abstract**

You will have an opportunity to revise the title and description if accepted.

 - **Academy Participant:** If you've participated in the Assessment Academy or Student Success Academy, you are invited to submit a proposal on your institution's promising practices and measurable improvements stemming from your Academy work.
 - **Proposal Description** (50-word limit): A concise description of your presentation.
 - **Presentation Overview** (500-word limit): A detailed framework of the presentation's goals and what will be addressed.
 - **Session Organization** (250-word limit): An outlined plan for content delivery in the allotted time.

- **Implementation and Outcomes** (250-word limit): A brief history of the operation and results of the program, initiative, process, etc. Explanation of the topic's applicability to other institutions.
- **Target Audience** (250-word limit): Your presentation's intended audience.
- **Track Justification** (250-word limit): Reasoning for selected conference track and how it relates to the topic.
- **Presenter's Relationship to Topic** (250-word limit): A statement about each presenter's relationship to the topic.

3. Supporting Document

Proposal decisions are based primarily on responses to the proposal abstract questions. Supporting documentation is not required. Only submit supporting information if it helps communicate the findings that you propose to present, such as a chart or display of data that supports claims in the presentation. There is no need to submit speaker bios, journal articles or case studies.

4. Keywords

Select up to three keywords that describe your presentation.

5. Presentation Release Form

Review and electronically sign the Presentation Release Form. This is a required task and will not show as complete until all presenters have reviewed and signed the release form.

IMPORTANT

Your proposal is not submitted until you've completed these steps:

After all the tasks are complete, click "Save Proposal."

This will take you to the Proposal Review page to review/print the proposal details before final submission.

**Proposals are due on
September 13, 2024 at 11:59 p.m. CT**

REGISTRATION DISCOUNT

Decisions on proposals will be sent in **November 2024**. **Do not register for the conference** until receiving a decision. Selected presenters will be eligible for a discounted registration fee for the General Program.