

# Call for Presentations - ACCE Spring Conference

*February 7 -9, 2018 Jack London Square, Oakland*



**Form due by: January 5, 2017**

Submit to Madelyn Arballo at [marballo@mtsac.edu](mailto:marballo@mtsac.edu)

**Workshop Title:** Maximum of 10 words that accurately conveys the content of the session

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**Workshop Description:** Maximum of 75 words that succinctly and accurately reflects the benefits of attending this session. This description will be used in the program.

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**Workshop will appeal to (select either or both):**

\_\_\_\_\_ Community Education (fee-based)                      \_\_\_\_\_ Continuing Education (noncredit)

**Workshop Presenters:** Please print the names of all presenters in the order they should appear in the program: maximum of 6 presenters.

	Name	Title	College or Organization	Email & Phone #
1.				
2.				
3.				
4.				
5.				
6.				

**Equipment Needs:** Flip charts, markers, projectors, and media screens will be provided for all presenters. Computers, internet connections, overheads, DVD players will need to be provided by the presenter or special arrangements will need to be made with the hotel in advance. Please be as specific as you can about your media/equipment needs.

**Special accommodations for workshop:** If you have a disability that requires special accommodations for your workshop, or you are limited to a time frame as to when your presentation can be made, please explain:

**Schedule:** All workshops are scheduled for 55 minutes and will be held concurrently with other workshops. If you feel you need more time, please provide a reason.

**A Note about Expenses:** Please note that travel expenses are the responsibility of the presenter. Should a presenter wish to attend other ACCE Conference workshops/presentations, he/she is required to register and pay the conference registration fee.

**Proposal Submittal:** Please email to Madelyn Arballo no later than Friday, January 5, 2018

**Madelyn Arballo at [marballo@mtsac.edu](mailto:marballo@mtsac.edu)  
First Vice President/ACCE Conference Chair  
Mt. San Antonio College (909) 274-5233**

**Questions? Please contact your Council Leaders or Madelyn Arballo**

<b><u>Community Education Council Leaders</u></b>		<b><u>Continuing/Noncredit Education Council Leaders</u></b>	
Rosie Armstrong Hartnell College (408) 852-2802 <a href="mailto:ramstrong@gavilan.edu">ramstrong@gavilan.edu</a>	Drew Yamanishi Irvine Valley College (323) 953.4000 <a href="mailto:yamanidr@lacitycollege.edu">yamanidr@lacitycollege.edu</a>	Debbie Vanschoelandt Irvine Valley College (949) 726-5811 <a href="mailto:dvanschoelandt@ivc.edu">dvanschoelandt@ivc.edu</a>	DeeDee Carter Santa Monica College (310) 434.4858 <a href="mailto:carter_dione@smc.edu">carter_dione@smc.edu</a>
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