

# 2010 SDMS Annual Conference Call for Course and Faculty Proposals

**PROPOSALS DUE BY NOVEMBER 30, 2009**



The SDMS Conference Management Committee (CMC) will begin planning the 2010 SDMS Annual Conference in the next couple of months. To assist the CMC in its continuing efforts to provide a conference that meets your needs and exceeds your expectations, you are encouraged to submit course and faculty proposals for the 2010 SDMS Annual Conference in Denver, CO. All proposals will be considered by the CMC during the 2010 SDMS Annual Conference planning meetings.

## **Course proposals should contain the following:**

- Course Title
- Course Learning Objectives
- Brief Course Description
- Suggested Length
- Suggested Format (lecture, case presentation, etc.)
- Suggested Faculty Names and Contact Information

## **The CMC reviews all proposals and may:**

- Accept the proposal as submitted
- Accept the proposal as submitted but choose a different speaker to present the course
- Modify the proposal
- Not select the proposed course

## **The CMC will consider many factors when reviewing the proposals. For example:**

- Needs assessment data
- Appropriateness of the course
- Attendees' evaluation of previous courses and faculty
- Number of courses allotted in each educational track
- Availability of faculty in geographic proximity to the 2010 SDMS Annual Conference in Denver
- Ability of faculty to present several courses
- Budgetary restraints or concerns

By January 31, 2010, you can expect a letter from the CMC regarding the action taken on your proposal(s). The CMC will carefully consider each submitted proposal. It is important to understand that the faculty you recommend will not automatically be chosen if your course proposal is accepted. However, if the CMC selects the faculty you recommend, that person will be contacted by one of the committee members with an invitation to present the course.

## **To submit a proposal:**

Please email your proposal to [meetings@sdms.org](mailto:meetings@sdms.org) or mail it to:

SDMS  
Attn: Meetings  
2745 N Dallas Pkwy Ste 350  
Plano, TX 75093-8730

