

**North American Association for Environmental Education
34TH ANNUAL CONFERENCE
October 25-29, 2005**

**NAAEE 2ND PRECONFERENCE
EE RESEARCH SYMPOSIUM
October 24-25, 2005**

Albuquerque, New Mexico

PROPOSAL SUBMISSION AND REVIEW PROCESS

The North American Association for Environmental Education welcomes presentation proposals that address our conference and research symposium theme.

This section applies to both the NAAEE 34th Annual Conference and the 2nd EE Research Symposium.

HOW DO I APPLY TO LEAD A SESSION?

1. Please review the session options and formats below. Then, decide which of these would be the best fit for your proposed presentation.
2. Follow the Proposal Submission Guidelines below.
3. Submit your proposal(s) by **Tuesday, March 29, 2005** either:
 - a. Online (strongly preferred)
Online submission will be available by February 4, 2005

or

- b. Hard copy (with electronic copy on diskette or CD) mailed to:
NAAEE
Attn: 2005 CFP
2000 P Street, NW Suite 540
Washington, DC 20036-6921

WHO WILL REVIEW AND SELECT PROPOSALS?

NAAEE will organize teams of knowledgeable reviewers for each strand of the conference and for the EE Research Symposium. Proposals will be peer reviewed by three reviewers, following a uniform review criteria set in advance. Reviewed proposals for the Annual Conference will receive a final round of review by strand leaders and by the Conference Committee. Reviewed proposals for EE Research Symposium will receive a final round of review by the Symposium Committee. This careful process aims to ensure quality and an overall balance of views in the Annual Conference and Research Symposium presentations.

NAAEE welcomes Research Papers that bridge EE theory and EE practice for each strand. *Please consider whether your presentation may be more appropriately submitted to the annual conference or to the EE Research Symposium. If you submit your Research presentation to the Annual Conference, please indicate on the application so we can arrange for a researcher to be part of your review.*

NOTE: Only three (3) proposals will be considered from any given person or team of persons.

SESSION FORMATS

A. FOR NAAEE 34th ANNUAL CONFERENCE (October 25-29, 2005)

1. For Conference Strands:

Full/Traditional Presentations (45 minutes)

These sessions focus on a topic or program and typically involves a 30-minute presentation, followed by 15 minutes for discussion and questions, although this may vary.

Poster Sessions (1 hour & 45 minutes)

Poster reports on EE research and innovative programs and projects with display panel measuring approximately 3' x 6'. Multiple Poster sessions will run simultaneously with participants freely moving from one poster to another. Note: No AV Equipment Permitted.

Hands-on Sessions (1 hour & 45 minutes)

Hands-on sessions deal with a single topic or program, in an interactive setting where participants can have an open discussion of the program or topic with an experienced expert. Not intended as a lecture/discussion.

2. For Pre-Conference Workshops (October 25-26, 2005)

Workshop Sessions (Pre-Conference). (10 hours)

These are sessions that aim to develop specific professional skills or competencies and relates to the practical side of one of the seven strands. This format stresses involvement by the participants, providing methodologies or programs they can implement. Participant fees must cover expenses detailed in Workshop Guidelines and Worksheet, which must be submitted with a workshop proposal. Workshop Worksheets will be available by February 4, 2005.

Please note: all workshop presenters must be registered for the conference to present. However, presenters do not need to pay the additional workshop registration fee.

[DETAILS OF THE ANNUAL CONFERENCE THEME AND STRANDS ARE AVAILABLE HERE.](#)

[ANNUAL CONFERENCE PRESENTATION SUBMISSION FORM IS AVAILABLE HERE](#)

B. FOR EE RESEARCH SYMPOSIUM (October 25, 2005)

Paper Presentation (30 minutes)

Paper presentations should focus on reports of completed research, conceptual and methodological analyses of research perspectives and summative evaluation of innovative EE programs.

Interactive Poster of research activities (60 minutes)

The interactive poster session invites short reports of on-going research, curriculum design and formative evaluation of innovative EE programs.

Round table discussion of on-going research (60 minutes)

Round table discussions are designed for researchers to interact with small groups of symposium participants focusing on initial conceptualization and formulation of research approaches, innovative research practices and alternative conceptualizations of EE research.

Panel discussion on specific topic (60 minutes)

Panel discussions will focus on a specific EE research topic or several related topics with several expert panelists discussing their various perspectives.

[DETAILS OF THE EE RESEARCH SYMPOSIUM THEME ARE AVAILABLE HERE](#)

[EE RESEARCH SYMPOSIUM PRESENTATION SUBMISSION FORM IS AVAILABLE HERE](#)

SUBMISSION DEADLINES

All proposals, including hard copy proposals, must be received by **Tuesday, March 29, 2005**.

AUDIO VISUAL EQUIPMENT

Standard audio-visual equipment to be provided, upon request, except for Poster sessions: overhead projector, LCD projector, screen and flip chart.

Additional AV equipment will be available at the presenter's expense. More detailed information will be provided with proposal acceptance notices. Note: All presenters are required to register and pay published conference fees by the Early Bird Registration deadline, to be announced.

NOTIFICATION

Notification will be *e-mailed* to all primary contacts in May 2005. Please ensure that a valid e-mail and day time phone no. is submitted. Presentations may also be waitlisted. If accepted, notices will advise the session schedule (day, time, room). Primary Presenters are responsible for notifying all co-presenters about presentation status and scheduling information. Presenters will be encouraged to submit a paper for inclusion in the 2005 Conference Proceedings. Details about submitting papers will be included with acceptance letters.

REGISTRATION & SCHOLARSHIPS

Registration. Fees have not yet been determined but are expected to be around \$295 for full conference participation for current NAAEE members. Student registration fees will be about half the cost.

Accommodations The Doubletree Hotel, Albuquerque has been designated conference Headquarters hotel. Rates are \$89 + tax for up to 4 persons. Reservations can be placed by calling 888.223.4113 by September 23, 2005. A \$25 deposit by credit card is required at the time of check-in. Cancellations require 24-hr notice with cancellation number obtained. Alternate accommodations information will be available. More detailed information on fees, lodging options, field trips, etc. will be posted on the NAAEE website by spring of 2005.

Scholarships. NAAEE offers a limited number of scholarships to ensure that the cost of attending the annual conference does not exclude environmental educators with limited funds. As might be expected, more requests are received than can possibly be funded, but we encourage you to apply. For further details, please revisit the NAAEE website in late spring.