Events from the last year have communities around the world thinking more than ever about serious international issues of climate change, rising migration, inequality, faltering economies, and so much more. The future is uncertain and the speed and scale of change grow with every day. More and more, we find ourselves negotiating the balancing act between a global mindset and local approaches. Like the world around us, the international education landscape is changing.

The international education environment in Canada has always been a vibrant one. Our Government recently launched a second International Education Strategy and we are fortunate to have a large pool of practitioners examining critical questions and exploring unseen avenues through which to innovate and ultimately improve the sector. CBIE 2020 will be a space for creative leaders and collaborators to expose the issues that institutions are facing, explore the possibilities when it comes to design, delivery and impact, and forge the way for the innovative pathways of the future.

What role should our sector be playing within a complex global environment? How can we work together to shape the future of international education in Canada?

**CBIE 2020**

The Canadian Bureau for International Education (CBIE) invites concurrent session proposals that will contribute to this important conference dialogue about how we leverage international education in Canada and move towards a better future for all. Topics of particular interest to our delegates are outlined under **Focus Areas** in Table 1.

Below are additional important considerations:

- Sessions will be **one (1) hour** in length, and should allot time for a question and answer period.
- Video conferencing is not accepted, nor are sessions encouraging product promotion.
- Session rooms will be set up in either round tables or theatre style. Rooms and setup style are assigned at random.
- Individuals may participate as a presenter in a maximum of two (2) sessions.
- Proposals will be evaluated by an external selection committee using the guidelines in Table 1 and 2.
- **Accepted presenters must register for the conference and pay the applicable conference fee to secure their session slot. A deadline and registration link will be provided.**
- **Presenters must be available to present on any day and time of the conference Monday to Wednesday at the Sheraton Centre Hotel in Toronto.**
- Each session must identify a **primary contact who will correspond with CBIE** and liaise with the session presenters.
• CBIE will provide all laptops, projectors, screens, and Wi-Fi. Personal laptops cannot be used during the presentation. If sound or a microphone is required, please specify and we will do our best to accommodate.
• A presenter from every group must check into the speaker ready room prior to their presentation so that a technician may upload the slides. A schedule for the speaker ready room will be provided prior to conference.
• Session presentations will be posted on the conference app for delegates to download following the conference. Those that do not wish to have their session content posted should identify themselves.

Proposal Submission

To submit your proposal, use the following online form:

Submission link: https://surveys.cbie.ca/s3/Call-for-Proposals-2020

Note the following submission information:
• Table 1 outlines the information that you will be asked to submit.
• Table 2 outlines the areas against which your proposal will be evaluated. Please be detailed and thorough in your descriptions.
• Sessions which pertain to marketing products or services will not be accepted.
• You may save your submission and return to make edits up until the submission deadline.
• Clicking ‘Submit’ will finish and lock your submission.
• Keep a copy of your proposal (as submitted) for reference.
• Email submissions will not be accepted. Incomplete submissions, or submissions with missing information will be disqualified and deleted.

The submission deadline is Monday, May 4, 2020 at 11:59 EDT.

Proposal outcome notifications will be available June 2020.

<table>
<thead>
<tr>
<th>Table 1: Required information for proposal submission</th>
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<tbody>
<tr>
<td><strong>Language of Presentation</strong> (choose 1)</td>
</tr>
<tr>
<td>• English</td>
</tr>
<tr>
<td>• French</td>
</tr>
<tr>
<td>• Bilingual (will require a title, abstract, and description in both English and French)</td>
</tr>
<tr>
<td><strong>Title of Session</strong> (80 characters including spaces)</td>
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<tr>
<td>• Brief yet impactful. Reflects the session content.</td>
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<tr>
<td><strong>Full Session Description</strong></td>
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<tr>
<td>• Detailed and clear articulation of the session content, topics of discussion, and relevance to the field of international education.</td>
</tr>
<tr>
<td><strong>Learning Outcomes</strong></td>
</tr>
<tr>
<td>• Clearly identify and explain the expected learning outcomes.</td>
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</table>
**Presentation Structure and Agenda**
- Provide a brief overview of the session agenda.
- Provide an explanation of the presentation structure and delivery (i.e., panel session, lecture, collaborative group work, etc.)

**Abstract** *(used to promote the session on our website and app)*
- Maximum 500 characters, including spaces. Include a summary of the session content and learning outcomes.

**Criteria**
- Briefly summarize how the session content, delivery, and presenter’s experience intends to meet the evaluation criteria outlined in Table 2.

**Target Audience – Type of Organization** *(choose all that apply)*
- CEGEP
- College
- Government (Canadian/Foreign)
- K-12/School Board
- Language School
- Non-governmental Organization
- Polytechnic/Institute
- Private Sector
- University
- Other

**Focus Area(s)**
- Inclusive Internationalization
- Innovation and the future of IE
- Internationalization at Home
- Sustainability and IE
- Learning Abroad
- Marketing and Recruitment
- Mental Health and Risk Management
- Student Advising and Services
- International Education Leadership

**Target Audience – Level of Experience** *(choose all that apply)*
- Beginner: 0–3 years of experience
  - Participants are new to the field of international education
  - Session will foster learning and support for new international education professionals
- Intermediate: 4–9 years of experience
  - Participants are experienced and looking to develop further skills and knowledge
  - Session will build upon participants’ experience and understanding
- Advanced: 10+ years of experience
  - Participants are expected to have a strong professional foundation that will aid their participation in the session
  - Session will advance knowledge and understanding of experienced practitioners

**Session Organizer and Presenters**
- First name, last name
- Job title, organization
- City, country
- Email, telephone number
<table>
<thead>
<tr>
<th>Table 2: Evaluation Criteria</th>
<th>Rating Scale</th>
</tr>
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<tbody>
<tr>
<td>The content is relevant to the field, informative and useful to international education professionals and/or stakeholders.</td>
<td>Up to 15 points</td>
</tr>
<tr>
<td>The proposal is thoughtful, well structured, and interesting to the field of international education. The proposal is not focused on marketing or sales of services.</td>
<td>Up to 15 points</td>
</tr>
<tr>
<td>The session agenda is well organized. The proposal implies an interactive presentation delivery.</td>
<td>Up to 10 points</td>
</tr>
<tr>
<td>The proposal is professionally and clearly articulated, and implies a quality presentation.</td>
<td>Up to 15 points</td>
</tr>
<tr>
<td>The learning outcomes are meaningful, clearly identified, and imply professional development for delegates.</td>
<td>Up to 15 points</td>
</tr>
<tr>
<td>The presenters' qualifications and experience demonstrate knowledge and expertise on the subject matter.</td>
<td>Up to 15 points</td>
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<tr>
<td>The session content is innovative and brings new ideas and insights to the sector.</td>
<td>Up to 10 points</td>
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<tr>
<td>The title and abstract accurately reflect the proposal content.</td>
<td>Up to 5 points</td>
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<tr>
<td><strong>Bonus points</strong>: The session focuses on inclusive internationalization and collaboration across sectors.</td>
<td>Up to 10 points</td>
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<tr>
<td><strong>Total Maximum of</strong> 110</td>
<td></td>
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