2022 Mentoring and Advising Summit:
Inclusive Excellence in Mentoring and Advising

Request for Proposals

About the 2022 Mentoring and Advising Summit
The vision for the fifth annual Mentoring and Advising Summit is to explore how we can continue to build a strong culture of inclusion and belonging in our mentoring and advising work. As we strive to enhance and enrich Pitt’s educational offerings, it is increasingly important to embrace different ideas, critical perspectives, challenges, and lived experiences.

During this virtual summit, participants will engage with and learn about specific tools, techniques, theories, and concepts to support undergraduate and graduate students as they chart goals, develop enduring networks of colleagues and mentors, and sustain their pursuit of success after graduation.

Timely Topics in This Year’s Summit
- creating a sense of belonging and inclusion through mentoring and advising #inclusion
- leveraging technology to improve advising policies and practices #technology
- highlighting collaborative and holistic advising and mentoring approaches #collaboration
- building bridges for student success #studentsuccess
- developing strategies for student, staff and faculty well-being #wellbeing

Conference Details
Date: Friday, March 4, 2022
Time: 9 a.m.-4:30 p.m.
Location: Virtual

Who Should Participate?
Any faculty member, staff member, administrator, graduate student, or researcher who advises, mentors or coaches undergraduate or graduate students.

Why Should You Participate?
- Network with colleagues who mentor, advise, and coach students.
- Get up-to-date information on topics, trends, and successful strategies on campus and nationally.
- Learn best practices that you can adapt for your program and students.
- Explore technologies that facilitate informed, effective, and efficient mentoring.
- Share your innovative solutions and strategies with colleagues.

Call for Proposals
The Mentoring and Advising Summit Planning Committee will work to balance current and emerging topics, trends and successful strategies to meet the needs of individuals serving students as formal and informal advisors, mentors and coaches.

A portion of the 2022 Mentoring and Advising Summit will highlight innovative solutions and strategies currently being implemented on all Pitt campuses. To this end, the Mentoring and
Advising Summit will feature two tracks to highlight sessions specific to those populations: undergraduate students and graduate and professional students. Please submit a proposal to lead a **workshop** or **lightning talk**.

- **Workshop**: A one-hour workshop session can take various forms, from a facilitated problem-solving or idea-generating presentation to a hands-on skill development program. Workshops allow time for in-depth exploration of a topic and active attendee engagement. A workshop must be designed so that participants learn specific strategies that can be adapted and implemented in their respective units. Presenters will be asked to engage with participants during the synchronous workshop session timeframe on the day of the Summit.

- **Lightning Talk**: A 5-minute *pre-recorded* video focused on an emerging theory or an innovative strategy, tool, or approach implemented by a unit, department, or program that might be adapted by other units on campus. Presenters will be asked to *pre-record* and submit (in February) their talk using a flexible format template (provided below). Lightning Talks will be uploaded to the Summit virtual platform and available for viewing throughout the conference event. Presenters may be invited to participate in a dedicated Q&A session.

**Summit Presenter Training**
All presenters are **required** to attend a one-hour training session (see dates below) in order to participate as a presenter in the 2022 Mentoring and Advising Summit. The same information will be covered in each session – please mark your calendars now.

**Instructions for Submitting a Proposal for a WORKSHOP**
Your proposal should include:
- Primary Presenter Contact Information: Name, title, college/school/unit, email address
- Co-Presenter Contact Information (if applicable): Name(s), title(s), department or unit(s)
- Session title (15 words max.)
- Background and evidence of effectiveness of the work (150 words max.)
- Session description (150 words max.)
- Brief abstract to be included in the Summit program (75 words max.)
- Learning objective(s) (at least one, no more than three; 100 words max.). Learning objectives are statements of what participants in the session will be able to do at the conclusion of the session and MUST be outlined as observable behaviors. For example, (1) Describe the concepts of microaggression and microaffirmation; (2) Identify behaviors that might be classified as microaffirmations; (3) Employ microaffirmations in practice to positively impact mentoring and advising relationships.
- List of three to five specific strategies and/or tools that participants will learn about and be able to adapt to their respective units.
- Primary audience(s) (select all that apply): Undergraduate students, Graduate and Professional students, Alumni
- Would your proposed session be relevant to audiences external to Pitt?
- Headshot and biographies (150 words max.) of presenter and co-presenters to be included in Summit program

**Instructions for Submitting a Proposal for a LIGHTNING TALK**
Your proposal should include:
- Presenter Contact Information: Name, title, college/school/unit, email address
- Session title (15 words max.)
- Background and evidence of effectiveness of the work (150 words max.)
• Session description (150 words max.)
• Brief abstract to be included in the Summit program (75 words max.)
• Key takeaway(s) (at least one, no more than three; 100 words max.). Key takeaways are summary statements of what the presenter will address. For example, (1) How to implement [insert technique]; (2) Impact of [insert technique or strategy]; (3) Group-generated feedback and ideas for strategy development or modification.
• Primary audience(s) (select all that apply): Undergraduate students, Graduate and Professional students, Alumni
• Would your proposed session be relevant to audiences external to Pitt?
• Headshot and biography (150 words max.) of presenter to be included in Summit program
• Flexible Format Template: we encourage you to utilize this resource in crafting your presentation for the pre-recorded video. Additional resources will be provided for accepted proposals.

Important Dates
Call for Proposals Opens: November 2, 2021
Proposal Submission Deadline: December 2, 2021
Mandatory Training for Presenters and Moderators: Wednesday, February 16, 2022 at 12 p.m. OR Thursday, February 17, 2022 at 2:00 p.m.

Learn more and submit your application at personalized.pitt.edu/summit.