

“Math Labs: Integral to Student Success” Call for Proposals

Hosted by Bowling Green State University
Math & Stats Tutoring Center
August 6–7, 2009
Bowling Green, Ohio

Bowling Green State University’s Math & Stats Tutoring Center is planning the 3rd Math Labs conference for those professionals who may be interested in creating a math tutoring service or are working in an existing math tutoring service at the high school, community college or university level. You are cordially invited to share your expertise in implementing, operating, and/or working in a math tutoring service by submitting a proposal to present.

Submission deadline is Monday, June 1, 2009.

Presenters will be notified by June 19, 2009 of acceptance.

Topics may include, but are not limited to:

- Assessment/Evaluation
- Budgeting
- Content specific labs vs. universal labs
- Developmental math
- Function of lab and cost to run
- Graphing calculators and lab use
- How to design a facility
- How to secure funding/grants
- Management
- Marketing & Promotion
- Online services/resources
- Programs (workshops, study groups, etc.)
- Record keeping
- Resources
- Set up and environment
- Tutor training
- Walk-in/Drop-in vs. By appointment
- What doesn’t work

Submission format:

E-mail: mheckma@bgsu.edu

Fax: 419.372.8486
Attn: Michelle Heckman, Math & Stats Tutoring Center

Mail: Bowling Green State University
Math & Stats Tutoring Center
208 Moseley Hall
Bowling Green, OH 43403-0228

Information to include in your submission:

- Name of presenter(s)
- Contact information
- Title of session
- 250-word abstract
- Intended audience
- Presentation format: round table, demonstration, workshop, etc.
- Audio/Visual equipment needs
 - Computer (Mac or PC) or will bring own computer
 - DVD or CD Rom
 - Internet connection
 - USB
 - Zip Drive
 - Audio
 - LCD projector
 - TV/VCR
 - Overhead projector
 - Screen
 - Programs – PowerPoint, Excel, Word
 - Other

All presenters must register for the conference and pay fees.

Presenters should be prepared to provide session handouts for 100 people **if handouts are not submitted** to the conference planners by July 17.