Building on Best Practices

GAPPA 2020
Call for Programs
Jekyll Island Convention Center
Jekyll Island, GA
May 23 – 27, 2020

GAPPA invites you to submit a program presenting solutions for improvement, sharing of best practices, or innovative approaches relevant to facilities professionals throughout the educational community.

Kelly Wilson
kwilson@columbusstate.edu

GAPPA 2020 CALL FOR PROGRAMS

The GAPPA 2020 Annual Meeting and Tradeshow offers an opportunity for you to be part of the outstanding professional development program, to participate in discussions, and share effective strategies to the many challenges facing facilities professionals.

Our goal for programming is to meet the needs and interests of professionals and decision makers representing all aspects of educational facilities operations in public and private institutions throughout our educational community: Universities, colleges, community colleges and K-12. Proposals will provide a program that offers innovative, comprehensive, and diverse treatment of issues facing facilities professionals.

Submit proposals based on the following criteria (see attached proposed schedule for dates and times of the educational sessions):

- Submissions from GAPPA educational institute members
- Submissions from GAPPA educational institute member in partnership with GAPPA Business Partners
- Must be submitted by the educational institute member, and prepared and presented together)
- Relevant to 2020 theme: *Building on Best Practices*
- Length: 60-Minutes
- Title: 3 to 5 words in length
- Abstract: 5 to 7 sentences
- Three learning outcomes which support conference theme
- Contact information for all proposed presenters (limit 4) to include: full name and title, name of institution/company, phone number, and email
- Short bio for each presenter (for session introductions)

New for 2020: Business partners, contact the institutional member you wish to partner with to coordinate program submissions.

Please be mindful that submissions should be educational in nature, not a company specific "sales pitch." Successful proposals are related to a project, program, process, service, method, idea, etc. Please share this "Call for Programs" with others in your organization who are interested in presenting, but may not be on the GAPPA contact list.

Submit proposals online HERE by January 31, 2020. Or cut and paste link to your browser: events.r20.constantcontact.com/register/event?oeidk=a07egpusefl087ebcba&llr=kmctdwoab

GAPPA 2020 CALL FOR PROGRAMS

Speaker Registration Requirements:
- <u>Business Partner</u> (BP) speakers must be registered as either an event sponsor attendee, or as a speaker. Cost to register as a **speaker only is $100 for BP's**. If your program is selected a registration link will be provided. <u>Vendor registration opens Dec. 16, 2020.</u>
- <u>Educational Institute</u> (Edu.) speakers must be registered as an attendee or speaker. If your program is selected an Edu. Speaker promo code will be provided. Registration fee is waived for Edu. speakers. <u>Institutional registration opens Feb. 10, 2020.</u>
- Speaker registration (BP & EDU) includes full access to event:
    1. Preconference workshops
    2. Tradeshow
    3. Educational sessions
    4. All event meals (Sunday - Wednesday)

Visit <u>www.gappa.org</u> for more information about GAPPA. Please contact me if you have any questions or concerns regarding the "Call for Programs." With your participation, we will have a great Annual Meeting and Tradeshow. We look forward to seeing you in May for *GAPPA 2020*!

Thank you,

<u>Kelly A. Wilson</u>, GAPPA 2nd Vice President
Executive Director of Facilities
Columbus State University

Submission deadline: January 31, 2020

GAPPA 2020 CALL FOR PROGRAMS

PROPOSED SCHEDULE

Saturday, May 23, 2020
- 12:00 pm - 5:00 pm Registration
- 2:00 pm - 5:00 pm **Pre-Conference Workshops** (1-3)
- 4 pm - 5 pm First Timers Session (concurrent with session 3)

Sunday, May 24, 2020
- 7:30 am - 2:30 pm Golf
- 9:00 am - Tennis Outing
- 12:00 pm - 6:00 pm Registration
- 3:30 pm – 6:30 pm Hospitality Suite/Cyber Café
- 3:30 pm - 6:30 pm **Trade Show Open**
- 6:30 pm – 10:00 pm Cocktail Reception/Vendor Appreciation Dinner/ and Casino Night

Monday, May 25, 2020
- 8:00 am - 1:30 pm Registration
- 8:30 am - 9:30 am Opening Breakfast and Annual Business Meeting
- 9:30 am - 12:30 pm Hospitality Suite and Cyber café
- **9:30 am - 12:30 pm Trade Show Open**
- 12:30 pm - 1:30 pm Lunch—Vendor Appreciation Lunch (Possible lunch speaker)
- 1:30 pm - 2:30 pm **Educational Sessions** (A&B)
- 2:45 pm - 3:45 pm **Educational Sessions** (A&B)

Tuesday, May 26, 2020
- 7:00 am - 8:00 am Breakfast
- 8:00 am - 3:30 pm Registration
- 8:00 am - 4:00 pm Cyber café
- 8:00 am - 9:00 am **Educational Sessions** (A&B)
- 9:00 am - 9:30 am Break
- 9:30 am - 10:30 am **Educational Sessions** (A&B)
- 10:30 am - 11:00 am Break
- 11:00 am - 12:00 pm **Educational Sessions** (A&B)
- 12:00 pm - 1:00 pm Lunch
- 1:00 pm - 2:00 pm **Educational Sessions** (A&B)
- 2:00 pm - 2:30 pm Break
- 2:30 pm - 3:30 pm **Educational Sessions** (A&B)
- 3:30 pm - 4:30 pm Networking

Wednesday, May 27, 2020
- 8:00 am - 9:30 am Closing Breakfast/Speaker
- 9:30 am - 10:30 am Break
- 10:30 am - 12:30 pm Experience Exchange and Closing

Submission deadline: January 31, 2020