

RAIC
CONFERENCE ON
CONFÉRENCE DE
L'IRAC SUR L'

ARCHITECTURE

EDMONTON 2020

JUNE 3-7 • DU 3 AU 7 JUIN



Call for Presenters + Tours



RAIC | IRAC

Royal Architectural Institute of Canada
Institut royal d'architecture du Canada

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Call for Presenters: 2020 RAIC Conference

The Royal Architectural Institute of Canada (RAIC) invites proposals for continuing education sessions, workshops, plenaries, and tours during the 2020 RAIC Conference, to be held **June 3 to 7, 2020 in Edmonton, AB.**

2020 RAIC Conference

The program, tailored for professional and educational success, will feature high-quality learning opportunities that include interactive content, innovative ideas, and engaging discussions. Participants at all career stages will take away insights, inspiration, and ideas for practical application. Conference presentations range from environmental stewardship to research and innovation; from cultural heritage to the safety and well-being of Canadians, among many others, and will highlight the power of architecture.

Don't miss this rewarding opportunity to share your expert knowledge, relevant content, and insight at this exceptional event.

Continuing Education Proposal Criteria

Core Topics and Learning Objectives

The proposal should clearly outline a minimum of four learning objectives that provide an advanced level of knowledge relevant to the practice or business of architecture. The learning activity should focus on at least one of the following subject areas:

- Planning, Architectural Design and Technology / Construction
- Architectural Culture
- National Building Code
- Safety, Health, Accessibility, Fire Protection, and Energy Conservation
- Energy / Building Science and the Environment
- Sustainable Design / Green Architecture
- LEED Workshops and Accreditations
- Heritage Buildings / Restoration
- Legal Issues, Legislation and Building Regulations related to Architectural Practice and the Construction Industry
- Practice / Business Management
- Starting Your Own Practice
- Project Management / Administration
- Risk Management

Note: The above is a consolidated list that reflects the core topics of all Canadian architectural regulators. However, it does not include the Architectural Institute of British Columbia's (AIBC) extended list of core topics. Please consult the AIBC website for further information if required.

Instructions and Information for Presenters

1. Proposals must be received by July 31, 2019.
2. For submissions with more than one presenter, all communication will be sent to a single point of contact who will be responsible for forwarding relevant information to the other presenters. This contact can be one of the presenters or an administrative assistant and can be indicated on the application form.
3. By submitting a proposal, the presenters agree to present and participate in Conference 2020 if accepted.
4. All proponents are to include an accurate, finalized program description, as it should appear in the final program. The Conference Continuing Education Program Committee (CCEPC) may edit abstracts for length, clarity, or language use. The submitting presenter will be notified if a proposal is edited.
5. The RAIC will provide audio-visual equipment at the Conference 2020 venue, including projectors, screens, audio systems, and internet access. All equipment must be confirmed and pre-approved by the CCEPC.
6. Presenters must submit copies of any presentation materials including handouts and slide deck by May 1, 2020, for review by the CCEPC. Materials may be published on the RAIC website and mobile application.
7. By submitting a proposal, presenters agree to be recorded and potentially broadcast live to the public and that the RAIC may use their presentation for subsequent online continuing education delivery.
8. The CCEPC may accept more than one proposal from a single presenter or team of presenters.
9. By submitting a session proposal, presenters agree to be part of an evaluation process where conference delegates are asked to provide feedback on each session they attend. A summary of the evaluation results will be sent to the contact identified in the proposal.
10. The CCEPC reserves the right to make the final decision for selection for the Conference 2020 program.

RAIC Continuing Education Evaluation and Selection Process for Presenters

The RAIC works diligently to ensure the highest quality content and delivery of its continuing education programs, including those presented during the RAIC Conference. All RAIC Conference continuing education sessions, plenaries, and tour submissions will be reviewed in the following manner:

1. The Continuing Education Administrator will conduct an initial review of all applications submitted by the deadline for completeness (all required fields completed). Incomplete submissions will not be evaluated.
2. The CCEPC, comprised of the Director of Practice Support, Vice President of National Affairs, and one or more RAIC Program Officers, will undertake a full review of all completed applications.

Note: The committee review stage is a two-step process:

- i. Proposals are individually scored by members of the CCEPC based on a rubric developed for each conference; then
 - ii. A collective review of all proposals is undertaken by the CCEPC to create a balanced program.
3. Evaluation of the submissions is based on a combination of the following criteria:
 - A clear and comprehensive description of the content;
 - The subject matter is relevant to the profession of architecture;
 - Session contributes new information or knowledge on the topic;
 - Presenters have appropriate experience and competence on the subject matter;
 - Four clearly articulated learning outcomes are outlined;
 - Description of instructional techniques to engage the audience and generate optimal learning is included;
 - Previous presenter experience;
 - Fit within the overarching programming;
 - Length of time requested for the session and schedule availability: 1, 1.5 hours for presentation-style sessions and 1.5 or 3 hours for workshop-style courses. Please indicate your preference on the application;
 - Presentations do not reflect a commercial interest of the presenters.

All submissions are reviewed collectively to realize the best overall program for the conference. Although an individual submission may meet all criteria, it may not be accepted.

All applicants will be notified as to the status of the submission (acceptance or non-acceptance) according to the posted timeline.

Presenter Benefits

Note: As of Conference 2020, the RAIC does not provide compensation or honoraria to presenters. Travel and accommodation expenses are covered according to RAIC policy.

Travel and accommodation expenses (including a one-night complimentary stay at the Conference hotel) will be reimbursed according to RAIC policy. Details will be provided to accepted presenters. These benefits apply to a maximum of two presenters per session or workshop (up to 1.5 hours in length), and up to a maximum of four presenters per workshop or plenary (up to 3 hours in length). Tour leaders are not eligible for travel or accommodation compensation.

In addition to networking and education opportunities, presenters are eligible for a complimentary Conference day pass for the day of their presentation.

[Obtain Application Form
for PRESENTERS Here](#)

[Obtain Application Form
for TOURS Here](#)