Dear Colleagues,

In April, 2019 we’ll come together in Toronto, Ontario. The National Conference Planning Committee invites you to help build the conference’s thought-provoking content by submitting a session proposal by Monday, June 4.

What Now? What’s Next?

CMA 2019 will offer a hub for knowledge sharing, providing you ample opportunity to network with your peers and colleagues from across Canada. Our goal is to showcase today’s best practices, to shine a light on the museum of tomorrow; the 2019 theme will explore how museums can learn from what is happening today to successfully plan the future.

- **Collections**: How will our collections be used to inspire and engage the public we serve?
- **Audiences**: How will we broaden and deepen our relationships with our communities in what is perhaps a growing atmosphere of discord, intolerance and mistrust?
- **Leadership, Diversity, Skills Development**: What will the museum professional of the future look like? What skills and knowledge will museum workers need to face the challenges ahead?

Successful proposals will address the conference theme, and offer innovative approaches to issues that could apply to a broad range of cultural institutions. We encourage you to share your successes and constructive failures with your colleagues. What can we learn from your institution, or others you know of, that demonstrate strong collaboration, and/or new solutions?

Take advantage of new learning formats and think creatively as you develop your proposal to share training and ignite conversation.

Please join us in April, 2019 as we celebrate the strength of the Canadian museum community and explore What Now? What’s Next?

Yours in museums,

The CMA 2019 National Conference Planning Committee
CMA 2019 Call for Papers Submission Requirements

The 2019 National Conference Planning Committee will accept papers which meet the requirements below. Please read carefully!

Streams
Proposals must fit within the following streams:

- Education, interpretation and programming
- Collections management and conservation
- Digital and information technologies
- Visitor services and audience engagement
- Leadership and museum management

Format
Proposals must be offered in one of the following session formats. Note cross-disciplinary panels or presentations are particularly welcome:

- **Panel**: Three or four speakers, who present for 15-20 minutes each on the session topic, facilitated by a moderator.
- **Case Study**: One or two speakers, often from the same institution, focused on one specific situation, program or project, the decision-making processes involved, its implementation, the outcome(s) and lessons learned.
- **Or, do you have something different in mind?** Original session formats are welcome! Please include a brief explanation of your proposed format with your session proposal.

Selection Criteria
Priority will be given to submissions that are relevant to the theme, are clear and well developed and confirm a commitment from the presenters to deliver a high-quality, stimulating session. Proposals will not be accepted if they appear to be strictly show-and-tell or are endorsements for products or services.

Proposal Form
Please complete the entire form before submitting. PLEASE NOTE: Incomplete and/or single-speaker (excluding Case Study format) proposals will not be reviewed by the Committee.

Program Abstract
This is your opportunity to “sell” your session to the Planning Committee. Describe the content, how it relates to the conference theme, and what makes it unique. Maximum 150 words.
Presenters’ Commitment

This section is VERY IMPORTANT! Please read and understand this section before you agree to chair a program or ask others to join you. You must sign the bottom of your proposal signifying you have read and understood this section. Unsigned proposals will not be reviewed.

☐ I understand that all presenters must register for the conference for the day on which they are presenting. If they plan on attending any sessions or workshops other than the one in which they are participating they must register for the full conference.

☐ I understand that CMA does not offer special rates, nor does it pay for travel expenses, honorariums or provide free registration for presenters.

☐ I understand that it is the chair’s responsibility to ensure all panelists attend the conference. CMA will ask you to do this.

☐ I understand that it is the program proposer/moderator’s responsibility to notify CMA (sramsden@museums.ca) if the panelists are not able to present the program at the conference BEFORE the preliminary program is finalized. Last day to withdraw is March 1, 2019. Repeated withdrawals may lead to rejection of future proposals.

☐ I understand that it is the responsibility of the program proposer/moderator to forward relevant correspondence from the CMA to their co-presenters (i.e., the preliminary and final programs so they can see schedule and room assignments for sessions and workshops). CMA only contacts moderators directly; it will not be in direct contact with presenters.

☐ I understand that panelists must bring their own laptops for PowerPoint presentations. Presentations must be placed on one laptop, disk, or flash drive BEFORE the session.

☐ I understand that Macs are often incompatible with LCD projectors. If any of my presenters does bring a Mac, he/she will bring his or her own adaptor cables and projector. CMA will NOT provide Mac projectors or adaptors.

☐ I understand that as moderator my AV requirements must be confirmed prior to March 1, 2019. CMA will provide AV cart, screen, and LCD projector in each room, but does not provide laptops.

STOP!!!

Before submitting the Proposal Form, verify that you have read the Presenters Commitment.

☐ I have read the Presenters Commitment and understand all that I am responsible for related to my session.

Presentation title: ________________________________________________________________

Signature: _______________________________________________________________________

Print name: _____________________________________________________________________  Date: ____________________________

To submit your proposal:

Please email your proposal no later than Monday, June 4, 2018 to: sramsden@museums.ca.

Only proposals sent to sramsden@museums.ca will be reviewed by the CMA 2019 National Conference Planning Committee.

Questions? Please contact Sue-Ann Ramsden at sramsden@museums.ca.

Note: 2019 registration rates will not be confirmed until fall 2018. All proposals will receive notification by email of acceptance or rejection by August 15, 2018.