

# LEAD AT EVERY LEVEL

OCTOBER 18 - 19, 2019

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CREATING HEALTHY ORGANIZATIONS CONFERENCE

## CALL FOR PROPOSALS

Workshop & Symposium proposals are due April 30, 2019

Other types of proposals are due May 10, 2019

The third Creating Healthy Organizations Conference: LEAD AT EVERY LEVEL will facilitate an interdisciplinary dialogue on the following **key topics**:

Leadership Development at all Levels; Helping Leaders Lead; Positive Leader Behaviors; Responsible Leadership and Followership; Distributed Leadership; People Competencies; Self-Management; Self-Leadership; Creating Organizational Environments for Performance, Creativity and Engagement; Organizations for Knowledge Economy; Developing Organizations, Developing Individuals; Team Development; Expanding Roles of Human Resources & People Operations; Safe and Inclusive Workplace; Participatory Decision-Making; Full Person at Work; Business as a Force for Good in Society; Corporate Social Responsibility, Sustainability; Conscious Capitalism; Global Awareness; Organizational Ethics.

### INDUSTRY-SPECIFIC TRACKS:

- Big Business and Small Business
- Not-for-profit and mission-focused
- Healthy Organizations in Healthcare
- Healthy Organizations in Education

We welcome submissions focused on practice, research, or project panning from academics, practitioners, and students in all relevant fields (human resources, organizational psychology, organizational development, management, leadership, healthcare, education, etc

### SESSION FORMATS

Please think carefully about what information would be most valuable to the audience, best format to present it, and how you can make the session engaging and interactive. Conference organizers will do their best to honor your preference, but may suggest a different session format or presentation length.

## FORMATS TO BE PEER REVIEWED WITHOUT BLIND-REVIEW PROCESS:

PRESENTATION TYPE AND TIME ALLOTTED	PRESENTATION TYPE DESCRIPTION	SUBMISSION REQUIREMENTS:
<p><b>Workshop</b></p> <p>(Request 50-60-80 minutes; program committee may allocate a different length of time).</p>	<p>Workshops are hands-on, interactive sessions focused on <b>skill and competency building</b>. Workshops can be focused on developing skills in a specific area, new intervention process, new statistical technique or application, integrative/interdisciplinary approach to problem-solving, etc. Workshops should NOT focus on marketing one specific product. If your submission may meet continuing education requirements for HR professionals, please indicate respective competencies.</p>	<p>1) Maximum 10-word title (please provide titles for the overall session, as well as all individual presentations within the session, as relevant)</p> <p>2) Shortened title; maximum length is 50 characters, including spaces. Common abbreviations are accepted (e.g., "Orgs &amp; Economic Policy").</p>
<p><b>Symposium</b></p> <p>(Request 50-60-80 minutes; program committee may allocate a different length of time).</p>	<p>Symposia consist of 2-4 thematically related presentations and a discussion to allow for an <b>in-depth exploration of a topic</b>. Sessions usually include a chair and sometimes a discussant. Please allow sufficient time for audience engagement &amp; interaction. The program committee may create symposia by combining paper or flash talk proposals on related topics and assign a moderator. Symposium components may have all authors from the same institution, but the entire session must include presenters from multiple institutions.</p>	<p>3) 75-word abstract</p> <p>4) 250 – 500 word summary</p> <p>Proposals must indicate 1) the intended audience (practitioners, researchers, students, mixed/general); 2) expected audience learning outcomes, 3) expected extent of audience participation (e.g., asking questions or extensively contributing to the discussion) and 4) what advanced preparation is essential, if any (e.g., "general familiarity with legislation on workplace bullying in the US is expected", or "no specific knowledge is required").</p>
<p><b>Roundtable</b></p> <p>(Request 50-60-80 minutes; program committee may allocate a different length of time).</p>	<p>Roundtable session will typically involve 2-5 experts on a scientific or practical topic who serve as hosts. Audience is typically seated in a circle to facilitate active participation. Roundtable format can help attendees brainstorm solutions for specific problems, discuss the latest developments in an area, as well as facilitate networking based on similar interests. Expert(s) may make a short presentation, but most of the time should be devoted to discussion and interaction.</p>	<p>Symposium submissions must include both general summary of abt. 100-150 words and 200-250 word summaries for each component including, as appropriate, descriptions of applied relevance, theoretical background, data and analyses, intervention description, and potential impact of presented work. Please indicate participants of each component.</p>
<p><b>Project incubator</b></p> <p>(Request 50-60-80 minutes; program committee may allocate a different length of time).</p>	<p>A brief oral or visual presentation of a topic is followed by the audience engagement to discuss development of ideas/future projects, provide a poll, create a knowledge map, etc. Incubators focused on topics (e.g., bullying), industry (e.g., healthcare) or special population (students; HR managers) are welcomed. We ask that any resulting products reference the conference.</p>	<p><b>Project Incubator</b> submissions must include expected project outcomes (research collaboration, edited volume publication, applied project).</p>
<p><b>Alternative Session Type</b></p> <p>(Request 15-25-50-60-80 minutes; program committee may allocate a different length of time).</p>	<p>The Program Committee welcomes innovative ways of sharing knowledge and connecting with colleagues. Interactive sessions (simulations, games, etc.) are especially welcomed.</p>	
<p><b>NEW: Tales from the Trenches</b></p> <p>(15-50 minutes)</p>	<p>Do you have a story relevant to this year's conference theme, "Leading from any level"? Have you accomplished a positive change in an organization from a position that people do not necessarily associate with power and influence? Did a group of people in your organization accomplish such change? Share your story as a part of in an informal panel.</p>	<p>1) 10-word title</p> <p>2) Shortened title; max. length is 50 characters, including spaces. Please use common abbreviations (e.g., "Orgs &amp; Economic Policy").</p> <p>3) 75-word abstract</p> <p>4) 150 to 300-word summary.</p>

## FORMATS TO BE BLIND PEER REVIEWED: FLASH TALK, PAPER, AND POSTER

PRESENTATION TYPE AND TIME ALLOTTED	PRESENTATION TYPE DESCRIPTION	SUBMISSION REQUIREMENTS:
<b>Flash Talk</b>  (12-15 minutes)	Brief, thought-provoking talks that include very few text slides, focus on high-impact visuals, and require engaging delivery style. The goal is to present an idea clearly and generate new thinking. Program committee will group talks into thematic sessions.	1) 10-word title  2) Shortened title; max. length is 50 characters, including spaces. Please use common abbreviations (e.g., "Orgs & Economic Policy").
<b>Paper Presentation</b>  (25 minutes)	Classic paper session representing the work of one or multiple authors. Suitable for reporting results of empirical studies, applied interventions, and theoretical developments. Program committee will group submissions into thematic sessions.	3) 75-word abstract  4) 150 to 300-word summary, including, as relevant and appropriate, descriptions of applied relevance of proposed session, theoretical background, data and analyses, application description, and potential impact of presented work.
<b>Poster</b>  (50-60 minutes)	Poster session offers an opportunity to present your work, using primarily a visual medium, in an informal setting that encourages one-on-one conversation and networking. While typically posters reflect empirical work, not-empirical posters (e.g., new theoretical models, descriptions of processes, practice-based posters) are welcomed. Posters should represent completed work.	

### SUBMISSION RULES

#### BLIND REVIEW

Papers submitted for presentation as Posters, Papers, or Flash Talks will be blind reviewed. Other proposals should include submitter experience and qualifications in proposal summary.

#### CITATION AND DISTRIBUTION

Submission of a proposal is taken as agreement to allow citation of your presented work, and presenters are expected to share relevant presentation materials. Submitters should ensure that they have the legal right to present the material included in the submission. If permission to present information is necessary from a sponsoring organization or other individuals, such permission should be obtained PRIOR to submission.

#### COMMERCIAL CONTENT

CHO in a non-commercial conference. Conference sessions are reserved for sharing ideas regarding improving organizational performance and workplace well-being that are not tied to specific

products and services. If you would like to disseminate information regarding products or services which are aligned with the focus of the conference (e.g., software, assessment instruments, office design services, etc.), please contact [dalila.perea@vanguard.edu](mailto:dalila.perea@vanguard.edu).

#### NUMBER OF SUBMISSIONS

An individual may be an author or co-author of no more than 3 submissions. Serving as a session moderator is not included in this limit.

#### NOTIFICATION OF ACCEPTANCE

The Program Committee will notify the submitters of Workshop submissions about acceptance or rejection on the rolling basis, and no later than May 10, 2019. Submitters of other types of proposals will be notified on the rolling basis, and no later than May 20, 2019.

#### ORIGINAL PRESENTATIONS.

A proposal should not be submitted for review simultaneously with review for any other conference.

## SESSION ATTENDANCE

All presenters of submitted and accepted sessions must attend the conference for their session(s) in person and are responsible for their own travel expenses and conference fees.

## SCHEDULING OF SESSIONS

Individuals are expected to participate at the time scheduled by the Program Committee. Please indicate any time constraints (e.g., cannot present on specific day of the week due to religious observance) when submitting your proposal in the “Special Requests” section. The Program Committee will consider all constraints but may not be able to accommodate all requests. Special requests will not impact the likelihood of acceptance.

## TECHNOLOGY

For all session types except for Posters, LCD projector, laptop and screen will be available. Please note to use the LCD projector and provided laptops presenters are required to submit their presentation in advance. Alternatively, presenters may bring their own laptops.

## BEST PRESENTATION AWARD ELIGIBILITY

There are three possible awards for “Best Presentation”:

- Best student presentation award competition  
*(all authors must be students)*
- Best practice/intervention award competition  
*(all authors must be practitioners)*
- Interdisciplinary work award competition  
*(authors must be from different disciplines – e.g., human resources and economics; sociology and organizational behavior, healthcare and psychology)*

## ACADEMIC PROGRAM COMMITTEE

**Jeff Hittenberger**, Orange County Department of Education

**Kathleen Lane**, kathleenlane.ca, Vancouver, Canada

**Ludmila Praslova**, Vanguard University (*Chair*)

**Eric Rodriguez**, California State University, Fullerton

**Andrew Stenhouse**, Vanguard University

**Ashly Williams**, Veri-Tax

# REGISTRATION INFORMATION

## CONFERENCE REGISTRATION

	PREFERRED UNTIL MAY 25, 2019	EARLY UNTIL JUNE 30, 2019	REGULAR UNTIL SEPT. 15, 2019	LATE/ONSITE AFTER SEPT. 16, 2019
<b>STUDENT</b>	\$85	\$85	\$90	\$100
<b>STANDARD</b>	\$135	\$145	\$155	\$165

**FULL CONFERENCE REGISTRATION** includes access to all Friday & Saturday conference sessions, Friday & Saturday lunch, Saturday light breakfast, refreshment breaks, networking receptions, exhibits, and resource materials provided by presenters.

The Registration Fee is refundable until September 15, 2019, with a written cancellation request. A \$75 processing fee will apply.

## CREATING HEALTHY ORGANIZATIONS AWARDS BREAKFAST REGISTRATION

EARLY UNTIL SEPT. 16, 2019

REGULAR AFTER SEPT. 16, 2019

\$50

\$60

Businesses, organizations and/or leaders who demonstrated a sustained commitment to ethical organizational practices, healthy and safe work environment will be honored on Friday October 18, 2019.

**LOCATION** VANGUARD UNIVERSITY, 55 FAIR DRIVE, COSTA MESA, CA, 92626.

Conference venue is just a few minutes from the Orange County/Santa Ana International Airport (SNA), about 30 minutes from the Long Beach Airport (LGB), and 1 hour + from the Los Angeles International Airport (LAX). The conference venue is in the South Coast Metro business and shopping district, and is close to all the other highlights of Orange County, California – 5 minutes to Segerstrom Center for the Arts, 10-15 minutes to Pacific beaches, and 20-25 minutes to Disneyland.

**ACCOMMODATION** CROWNE PLAZA COSTA MESA ORANGE COUNTY, 3131 BRISTOL STREET, COSTA MESA, CA, 92626.

Preferred accommodation rates and the shuttle service to the conference venue are available. Please visit the conference website for more information.

FOR MORE INFORMATION OR TO SUBMIT YOUR PROPOSALS, VISIT [VANGUARD.EDU/CHOCONFERENCE](http://VANGUARD.EDU/CHOCONFERENCE)  
IF YOU HAVE QUESTIONS, PLEASE EMAIL [CHOCONFERENCE@VANGUARD.EDU](mailto:CHOCONFERENCE@VANGUARD.EDU) OR CALL 714.619.6458

