

2012 COCA Planning Committee Report

Prepared by Mitchell Levitz

This committee is designed to represent COCA's involvement with the planning of the AUCD Annual Meeting and conference each year. 12 COCA members were on the Planning Committee in 2011 - 2012, with Mitchell Levitz and Deb Unruh serving as the co-chairs. There were three conference calls with the 2012 Conference Chair Julie Fodor, as well as with other planning committee members and staff. Addressed during these calls were some key issues of concern that were collected from the 2011 COCA evaluations from the annual meeting. Items discussed included the COCA Annual meeting agenda, the location of **meeting rooms, possible workshops that COCA members could be involved with**, registration forms, and the accessibility of the conference hotel.

To encourage COCA members to submit proposals or be part of proposals being developed through their UCEDD, a tips sheet on developing a concurrent session or a poster was emailed through the COCA list-serve. Once the call for proposals for the 2012 AUCD Conference closed, committee members had the opportunity to review the submitted proposals for workshops and poster sessions. There were nearly 200 proposals received. The AUCD conference only had the capacity to accept approximately 35 concurrent sessions. There were four review teams established to review the proposals that were submitted. Several COCA members participated in the review process. They were Fran Goldberg, Wanda Felty, Tanya Baker-McCue, Shelley Dumas, and Deb Unruh. There were two steps in the review process. An initial individual review was done online, and then a group score was determined through a teleconference. Once this process was completed, the applicants were informed whether their proposals were accepted for a concurrent session, the poster session, or not at all.

All throughout the year, there was communication with staff and planning committee members. Discussion included follow up or questions surrounding the planning for the 2012 conference. Next year's AUCD Annual Meeting will be held at the Renaissance Hotel in Washington D.C., from November 16 - 20, 2013.