



The Creative Community College Collaborators invite you to the

Fourth Annual 4C Virtual Tutor Conference

GPS: Growth, Planning, Success

October 24, 2025

8:15am-1:55pm PT | 9:15am-2:55pm MT

10:15am-3:55pm CT | 11:15am-4:55pm ET



Call to Conference

Success comes in many forms. As we work with students to help them achieve the brand of success that is most meaningful to them in this moment, we have the opportunity to help them develop plans and recognize the incremental gains they make along the way to their ultimate goal. Sometimes we even have the joy of being surprised by what we learn about ourselves and our own journey as we support students in theirs.

Join us for the fourth annual 4C Virtual Tutor Conference, **GPS: Growth, Planning, Success** for an opportunity to meet with colleagues across the country as a community of practice, to learn from each other, share ideas, network, and explore the process of helping students. The conference is tutor led, meaning that all sessions are *by* and *for* tutors. For simplicity, the conference materials will refer to tutors, but writing consultants, SI Leaders, PAL facilitators, academic coaches, and other learning support practitioners are also welcome.

Please also consider submitting a proposal to present a concurrent session at the conference. Proposal details are found in the Call for Proposals included in this packet. Supervisors may attend the conference alongside their tutors but do not present.

Important dates:

September 19	Proposal submissions due
October 3	Session acceptance notifications sent out
October 10	Timely registration deadline (you will receive an advance conference schedule)
October 17	Tech run-through for presenters
October 22	Final registration deadline
October 24	Virtual tutor conference

Register [here](#) for this free conference. **Registration closes October 22, 2025**

at 8:00 pm PT | 9:00 pm MT | 10:00 pm CT | 11:00 PM ET.

Even if you can't attend the full conference, you are welcome to join us for part of the day.

Conference schedule:

8:15 am PT 9:15 am MT 10:15 am CT 11:15 am ET	Welcome, announcements
8:40 am PT 9:40 am MT 10:40 am CT 11:40 am ET	Concurrent session 1
9:40 am PT 10:40 am MT 11:40 am CT 12:40 pm ET	Concurrent session 2
10:45 am PT 11:45 am MT 12:45 pm CT 1:45 pm ET	Keynote session
11:40 am PT 12:40 pm MT 1:40 pm CT 2:40 pm ET	Concurrent session 3
12:40 pm PT 1:40 pm MT 2:40 pm CT 3:40 pm ET	Concurrent session 4
1:40 pm PT 2:40 pm MT 3:40 pm CT 4:40 pm ET	Wrap-up, evaluations

Questions? Email creative.cc.collaborators@gmail.com



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Call for Proposals

Your tutoring practice is a reflection of your pursuit of excellence in academics, career and technical education, pedagogy, methodology, skill application, and much more. This is an opportunity for you to share your experiences, expertise, research, and skills with colleagues across the country. Hone your presentation skills, build your résumé, and gain experience presenting in a national forum. All sessions are *by* and *for* tutors. Tutors may [register](#) and attend the conference without presenting, so long as at least one proposal is received from their institution, and supervisors are welcome to attend alongside their tutors.

Presentation parameters

- Each participating institution must submit at least one presentation proposal; Multiple proposals from an institution are welcome.
- Presentations are to be 50 minutes long, including 5-10 minutes for Q&A and wrap-up.
- The presentation must be interactive. No more than 20 minutes of the presentation is to be lecture-style information dissemination.
- All presenters must have a minimum of one semester of tutoring experience.
- CRLA certification is not required to be a presenter, but will be noted in the conference materials.
- A presentation may be co-presented by up to four individuals.
- Proposals are to be vetted and submitted by local tutoring program leadership.
- Consider how your topic connects to the conference theme and make the connection explicit in your proposal.
- The electronic **proposal submission deadline is September 19, 2025**. A printable submission planner is included with this packet. You can download a fillable PDF version at the [Tutors page](#) of the 4C website.

Some ideas for session topics/areas of focus are:

- CRLA training topics
- mentoring newer tutors
- building connections with campus departments and organizations
- memorization aids
- activities for SI sessions
- ethical uses of generative artificial intelligence for tutoring
- successful asynchronous sessions



Proposal status and scheduling information will be communicated to the identified institutional contact person (see the submission form for details.)

Submit your Presentation Proposal Submission Planner (in this packet or downloaded from the website) to your local program leadership, who are responsible to electronically submit vetted proposals to the conference organizers. They receive the submission link in separate instructions for supervisors and can contact the 4C leadership at the email address below with questions.

Did you know?

There is a recorded webinar about preparing a successful proposal submission at the 4C YouTube channel. [Check it out!](#)

Questions? Email creative.cc.collaborators@gmail.com

We look forward to learning with and from you!



"GPS: Growth, Planning, Success" conference logo design by Gualberto Gomez, Student Learning Assistant at South Texas College



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Presentation Proposal Submission Planner

Proposals are to be submitted electronically. This form is a printable tool to help prepare for the electronic submission. A fillable PDF version may be found at the [Tutors page](#) of the 4C website.

Details on the electronic submission process are found in the information sent to program leadership. The electronic **proposal submission deadline is September 19, 2025.**

For tutors, by tutors!

Tutor presentations must be vetted locally by program leadership before submission.

Participating institutions must submit at least one proposal; more are welcome. Each proposal requires a separate form submission.

Institution/Program Information

Institution and Organization Name (*Example: Anywhere College Universal Learning Center*)

Institutional Contact Name, Title, and Pronouns (optional)

(This is the director, coordinator, manager, etc., who will serve as primary contact for all tutor proposals from the institution or program.)

Presenter Information

A presentation may have up to four co-presenters, and all presenters for a single presentation will be included in the same proposal submission. Please submit a separate form for each presentation.

Presenter 1 Name and Pronouns (optional) (*Example: Frank Wonder, he/him*)

Presenter 1 Email address

Presenter 1 CRLA Level

☐
☐
☐
☐

Not yet certified

Certified (Level 1)

Advanced (Level 2)

Master (Level 3)



Presenter 2 Name and Pronouns (optional) *(Example: Z García, they/them)*

Presenter 2 Email address _____

Presenter 2 CRLA Level

- ☐ Not yet certified
☐ Certified (Level I)
☐ Advanced (Level 2)
☐ Master (Level 3)

Presenter 3 Name and Pronouns (optional) *(Example: Bia Mwangi, she/her)*

Presenter 3 Email address _____

Presenter 3 CRLA Level

- ☐ Not yet certified
☐ Certified (Level I)
☐ Advanced (Level 2)
☐ Master (Level 3)

Presenter 4 Name and Pronouns (optional) *(Example: Alex Seo, they/them/she/her)*

Presenter 4 Email address _____

Presenter 4 CRLA Level

- ☐ Not yet certified
☐ Certified (Level I)
☐ Advanced (Level 2)
☐ Master (Level 3)

Presentation Information

Each 50-minute presentation ***must include an interactive component***. The time slot includes 5-10 minutes for Q&A and wrap-up.

If accepted, this presentation may be scheduled at which of the following time slots?

Mark all that apply.

- ☐ 8:40 - 9:30 am PT | 9:40 - 10:30 am MT | 10:40 - 11:30 am CT | 11:40 am - 12:30 pm ET
☐ 9:40 - 10:30 am PT | 10:40 - 11:30 am MT | 11:40 am - 12:30 pm CT | 12:40 - 1:30 pm ET
☐ 11:40 am - 12:30 pm PT | 12:40 - 1:30 pm MT | 1:40 - 2:30 pm CT | 2:40 - 3:30 pm ET
☐ 12:40 - 1:30 pm PT | 1:40 - 2:30 pm MT | 2:40 - 3:30 pm CT | 3:40 - 4:30 pm ET

<input type="checkbox"/>	Learning Theories in Academic Support Services
<input type="checkbox"/>	Conducting a Successful Session
<input type="checkbox"/>	Role of the Tutor
<input type="checkbox"/>	Time Management for Tutors and Tutees
<input type="checkbox"/>	Tutoring Do's and Don'ts
<input type="checkbox"/>	Active Listening and Responding
<input type="checkbox"/>	Use of Graphic Organizers
<input type="checkbox"/>	Communication Styles
<input type="checkbox"/>	Professional Ethics
<input type="checkbox"/>	Modeling Problem-Solving
<input type="checkbox"/>	Question-Asking Strategies
<input type="checkbox"/>	Advanced Study Skills
<input type="checkbox"/>	Goal-Setting and Planning
<input type="checkbox"/>	None
<input type="checkbox"/>	Other (specify) _____



What do you expect your audience to learn from participating in your session? (Session objectives) Please limit to 75 words.

Which interactive tool(s) will you incorporate in your session? Check all that apply.

☐
☐
☐
☐
☐

Bingo Maker

Jamboard

Padlet

Scribbl.io

Other (specify) _____

☐
☐
☐
☐

Breakout room activities

Kahoot!

Poll Everywhere

Quizlet

Please provide a 50-60 word abstract of your session for the conference program. This is what will interest other tutors in attending. Be succinct and lively, and just hit your main points.

I acknowledge that if this proposal is accepted, I or a co-presenter must attend a one-hour tech run-through session on October 17, 2025 or I/we will forfeit the opportunity to present.

☐

Agree

Which tech run-through session time(s) are you or a co-presenter available to attend on October 17, 2025? Check all that apply. You will only need to attend one; You will receive a calendar invite.

- [] 8am PT | 9am MT | 10am CT | 11am ET
[] 9am PT | 10am MT | 11am CT | 12pm ET
[] 10:30am PT | 11:30am MT | 12:30pm CT | 1:30pm ET
[] 11:30am PT | 12:30pm MT | 1:30pm CT | 2:30pm ET
[] none of these times work for me or a co-presenter

Thank you! We look forward to learning with and from you!

