

**Report of the NDLTD Conference Standing Committee  
NDLTD Board Meeting  
June 9, 2009  
Pittsburgh, Pennsylvania, U.S.A.**

**Conference Committee Members:**

|                  |                       |
|------------------|-----------------------|
| Suzie Allard     | Rush Miller           |
| Tony Cargnelutti | Eva Muller            |
| Susan Copeland   | Sharon Reeves (Chair) |
| Scott Eldredge   | Peter Schirmbacher    |
| John Hagen       | Eric Van de Velde     |

**ETD 2009**

Due to John's able leadership very little assistance was required from the Conference Standing Committee in the planning of ETD 2009.

**ETD 2010**

It took several years to find a host for ETD 2010 but the Conference Standing Committee finally received an excellent bid from the University of Texas at Austin in March. The committee reviewed it very quickly and then sent it by email to the Board recommending that the bid be accepted and the approval fast tracked so that the University could begin its planning process as soon as possible, given the fact that the symposium was just over a year away at that point. The bid received almost unanimous approval from the Board and the University was informed that it could officially start the planning process. The Conference Standing Committee would officially like to thank John Hagen for all his assistance in securing this bid.

**ETD 2011**

After extending the bid deadline from February 1 to February 27, 2009, the Conference Standing Committee received one bid from South Africa submitted by Hussein Suleman. The Committee has reviewed it and recommends that the NDLTD Board of Directors approve it.

**ETD 2012**

The invitation to host ETD 2012 will be sent out sometime in September 2009.

## **Canadian Regional ETD Symposium 2010**

Theses Canada and Carleton University are planning to hold a Canadian ETD workshop in May 2010. It will take place at Carleton University in Ottawa. Preparations are now underway.

### **Bid to Host Document**

As per the suggestion made at the December 2008 Board meeting a small addition has been made to the Bid to Host document, i.e., "Please note that should your institution be chosen to host ETD XXXX you will have the full support and help of the ND LTD Conference Standing Committee in preparing for the symposium. The conference planning handbook will also be available to the Local Organizing Committee".

Respectfully submitted by Sharon Reeves  
June 9, 2009

## **Bid to Host ETD XXXX, the XX International Symposium on Electronic Theses and Dissertations**

The NDLTD Conference Standing Committee is now accepting bids to host the XX International Symposium on Electronic Theses and Dissertations, ETD XXXX.

Please submit your bid by e-mail to [Name of Current Chair] (address below), NDLTD Conference Standing Committee Chair, by [Date]. Bids will be reviewed by the NDLTD Conference Standing Committee and a recommendation will be presented to the Board at its next meeting. You will be notified shortly after the meeting as to whether or not your bid was successful.

Please note that should your institution be chosen to host ETD XXXX you will have the full support and help of the NDLTD Conference Standing Committee in preparing for the symposium. The conference planning handbook will also be available to the Local Organizing Committee.

The following information should be included in your institution's bid:

Rationale for hosting the conference. Your institution's involvement in ETD's, past, present and future. The inclusion of a suggested conference theme and related sub-themes is not essential but will strengthen your bid.

Dates. Please include proposed conference dates and explain your choice. Please also indicate if dates are flexible.

### Venue

- Geographic location
- Detailed information on conference facilities, i.e., number and size of conference rooms
- Availability of Internet access in conference rooms

### Conference organization:

- Level of logistical and financial support from host institution
- Detailed information on conference support personnel
- Detailed information on technical support personnel
- Distribution of responsibility for conference organization

Committed sponsors, if any, and level of expected funding if known

### Travel

- How to get there

### Accommodations

- Type
- Cost
- Access to conference venue

### Proposed Social Activities

### Tourist Information

- Restaurants
- Local Attractions