UK and Ireland Regional Chapter

**Call for Expressions of Interest to host UKI PRME Regional Chapter Annual Conference in 2019 and 2020.**

Background

At our Chapter’s Annual General Meeting in June, to facilitate greater forward planning, it was agreed that we would invite members to submit expressions of Interest (EoI) to host our Annual Conferences for the next two years. The UK & Ireland PRME Regional Chapter Annual Conference takes place over three days, and traditionally takes place in June, although this is subject to discussion.

The UK & Ireland PRME Chapter Foundation meeting in 2013 was held at Aston University, and was followed by our inaugural conference in Winchester in 2014. Since then, conference hosts have been Glasgow Caledonian University (2015), Nottingham University Business School (2016), Newcastle Business School, University of Northumbria (2017), and in 2018 by Queen Mary, University of London. Please follow the link to the UK & Ireland PRME Regional Chapter website for more details about our previous conferences: [http://unprme.org.uk/index.php/chapter-news](http://unprme.org.uk/index.php/chapter-news%22%20%5Ct%20%22_blank).

Expressions of Interest

Chapter member institutions that would like to host either the 2019 or 2020 conference are asked to submit an expression of interest by close of play Wednesday 31st October 2018. Please note that the host of the conference is expected to provide conference facilities free of charge, but costs of catering and participant accommodation are paid to the Institution directly by delegates. For this reason we would like confirmation that the decision to host the conference has the full support the School’s management and you are happy to host the conference on this basis.

EoIs should come in two parts:

1. A letter from the Dean confirming the desire to host the conference.
2. A completed template with further information (see page 2)

If you would like to discuss any aspect of hosting the UKI PRME conference in advance of submitting your EoI, please feel free to contact the Chair of the Chapter, Dr Alec Wersun (details below). Otherwise simply submit your EoI to a.wersun@gcu.ac.uk by October 31st.

On behalf of the Steering Committee: Dr Alec Wersun

**UK & Ireland PRME Regional Chapter**

**Expression of Interest (EoI) to Host Annual Conference**

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| Name of Institution:  |
| Membership of UKI PRME Chapter since:  |
| Previous PRME Chapter Conference participation (Y/N) :  |
| Name of Academic Lead Person for Conference: Contact Details (Email/Telephone): |
| Name of Dean: Contact Details (Email/Telephone): |
| EoI to host conference in (state year) :  |
| Motivation for hosting the conference (please explain):  |
| Suggested theme for the conference: (Suggest you look at themes of previous conferences) |
| Outline the main attractions of your Institution as conference host:  |
| Brief description of available facilities:  |
| Names/position of internal organizing committee members:  |
| Discussed with, and approved by the Dean (provide details):  |
| Confirmation that academic lead capacity to coordinate all aspects of conference (This covers coordination with internal events and comms teams, as well as with UKI PRME Chapter)  |