

DC Chair

Champion of early-career researchers in immersive learning.

The DC Chair(s) curate, organize, and facilitate the **Doctoral Colloquium** at iLRN2026, creating a supportive environment where doctoral students can share their work, receive feedback, and build connections.

? Responsibilities at a Glance (Checklist)

- **Format & Structure**
 - Work with Program Chairs to define the format of DC presentations (papers, posters, hybrid).
 - **Recruitment & Visibility**
 - Advertise the Colloquium across iLRN disciplines.
 - Recruit strong participation (both paper submissions and poster-only).
 - Raise visibility for student research within the broader iLRN community.
 - **Feedback & Mentorship**
 - Plan activities for students to receive **constructive feedback** on proposals and ongoing research.
 - Recruit experienced mentors to provide guidance.
 - **Networking & Community**
 - Facilitate peer-to-peer networking among doctoral students.
 - Connect students with senior researchers in shared interest areas.
 - Coordinate informal and formal networking opportunities (e.g., DC lunch, social mixers, or virtual meet-ups).
 - **Skill-Building Activities**
 - Organize workshops or special sessions on conducting immersive learning research (methodologies, publishing, ethics).
 - Provide “survival skills” content (e.g., navigating academic careers, funding strategies).
 - **Ceremonial Role**
 - Ensure student participation is visible in the Opening and/or Closing Ceremonies.
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?? Timeline & Key Milestones

- **12-9 months out:** Finalize DC format with Program Chairs; draft CfP section; begin advertising.
 - **9-6 months out:** Recruit submissions; confirm reviewing structure; recruit mentors.
 - **6-3 months out:** Send reminders to students; finalize accepted participants; prepare poster/paper guidelines.
 - **3-1 months out:** Plan workshops/special sessions; match students with mentors; organize networking events.
 - **Conference Week:** Host the Doctoral Colloquium, workshops, and networking sessions.
 - **Post-Conference:** Gather feedback; archive proceedings; maintain contact with DC alumni.
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?? Working Toolkit (MVP)

- **CfP Template (Doctoral Colloquium)**
 - **Recruitment Flyer & Sample Posts** for advertising
 - **Review Guidelines** for DC submissions
 - **Poster & Presentation Guidelines** for student presenters
 - **Mentor Briefing Sheet** (how to provide constructive feedback)
 - **Workshop Menu** (topics + templates for volunteer facilitators)
 - **Networking Ideas Kit** (icebreakers, formats for small groups, hybrid activities)
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? Coordination Map

- **Program Chairs:** Finalize format; ensure DC integrates into program.
 - **General Chairs:** Approve CfP text; highlight DC in official announcements.
 - **Publicity & Comms Team:** Advertise CfP and highlight student participation.
 - **Virtual Campus Team:** Support hybrid/online DC activities and networking.
 - **Awards Chair:** Explore opportunities for Best DC Poster/Paper recognitions.
 - **Mentor Volunteers (Circle of Scholars, senior members):** Provide feedback and advice.
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? MVP vs. Nice-to-Have

MVP (before recruiting students):

- CfP draft ready
- DC flyer / sample posts
- Poster & paper guidelines

- Review process setup
- Mentor recruitment plan

Nice-to-Have (volunteer-supported):

- Recorded mentor “lightning talks” for DC participants
 - Structured networking events (speed mentoring, thematic tables, VR meet-ups)
 - Dedicated Best DC Poster/Paper awards
 - Post-conference alumni community space for DC graduates
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? Quick Links (placeholders)

- [CfP – Doctoral Colloquium](#)
 - [Poster & Paper Guidelines](#)
 - [Mentor Brief](#)
 - [DC Workshop Templates](#)
 - [Networking Toolkit](#)
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? Notes

- DC Chairs serve a **2-year term**, with the first year as apprentice to a more experienced Chair.
- Aim for **early visibility, constructive feedback, and meaningful connection** for doctoral students—the DC should feel like both a milestone and a springboard in their career.

iLRN2026 Conference Organizing Committee D.C. Chair role description:

The Doctoral Colloquium Chair/s are responsible for advertising and organising the Doctoral Colloquium session. More specifically the Doctoral Colloquium Chairs have the following responsibilities:

- Work with the Program Chairs to the format of the Doctoral Colloquium presentations
- Advertise the Doctoral Colloquium across the disciplines falling under the area of iLRN and recruit a healthy number of DC presentations (with paper submission and with poster

presentation only)

- Plan activities to support research students obtain early visibility for their proposed and/or ongoing research
- Plan activities to support research students receive constructive feedback on their work
- Plan activities to facilitate networking between research students in topics related to iLRN during the conference
- Plan activities to facilitate networking between research students in topics related to iLRN during the conference
- Organise workshops or special sessions to support research students in conducting research in Immersive Learning

The Doctoral Colloquium Chairs are appointed for serving for a 2-year term. The first year in an apprentice role to a more experienced PC.

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