



## 2023 ATHE Session Submission Guidelines

*These guidelines are provided to focus groups to guide them in their decision process for session acceptance. Strong proposals should cover at least 4 out of the 5 categories suggested below.*

### **General Proposal**

- Is the summary well-written?
- Does it clearly state session objectives?
- Does it clearly respond to the Call to Action and (if applicable) the Focus Group's CFP?
- Are participants from a variety of institutions and rank/level/outside artist-scholars? (*ATHE discourages panels that are comprised of individuals from the same institution.*)

### **Inclusion**

- Does the session actively work to repair harm caused by white supremacy, institutionalized racism, and anti-blackness, promoting restorative practices through pedagogy, research and/or practice?
- Does the section actively engage reparative strategies to address intersectional oppression through pedagogy, research, and/or practice?
- Has the session coordinator made every effort to think expansively and in depth about cultural representation, who needs to be invited to the conversation and who needs to be centered in the conversation?
- Will the session be of interest to participants from a variety of perspectives? (i.e. disciplinary backgrounds, different regions, size of institution?)
- Is this session designed to be an affinity space for participants sharing a particular set of lived experiences?

### **Action-Oriented**

- Does this session take advantage of synchronous time together to solve a pressing problem in our association, conference, or field?
- Does this session take advantage of the time together to explore dynamic possibilities for a more equitable and just future of our field?
- Is this session structured in a way that it might yield potential actions or outcomes?
- Are you excited to participate in it?

### **Relevance**

- Is the session informed by relevant theory, practice, pedagogy and/or research in the area?
- Does the topic contribute to the anti-oppressive transformation of the field?
- Does the session meaningfully (as opposed to superficially) engage with the conference call to action? In other words, does the session shake up/transform the:
  - Conference (content, styles, historical formats, expectations, etc.)
  - Organization (structure, leadership, focus groups, awards, etc.)
  - Field (focus on pedagogy, practice, research, relationship between academia and the profession, or ATHE as a resource for tenure, training, hiring, etc.)

**To Consider:**

- Could the session be useful as a multi-disciplinary session? If so, what other focus groups might be included?
- Is the session in any way redundant with other submissions? Can it be merged with another proposal or is it unnecessary?
- Does this session experiment with form or format in distinctive ways?
- What is the knowledge the participant is looking to share, generate, or exchange? Does the proposed format serve that need?
- Could this session be opened to proposals from additional participants in February?
- There may be something particularly noteworthy, unusual, and/or unique about this submission that does not fit into these categories. Please talk with your group on why this session should be included in the conference.

**Forward to other Focus Groups**

Sometimes a panel submission may not be appropriate for the focus group for which it was submitted. Please contact [aimee@athe.org](mailto:aimee@athe.org) with the session contact name and title of panel to share the submission with another focus group.