



CALL FOR SUBMISSIONS 2021

THE ACADEMY OF HUMAN RESOURCE DEVELOPMENT

PRESENTS ITS

**28TH INTERNATIONAL RESEARCH CONFERENCE
IN THE AMERICAS**

**THEME: INNOVATING AND LEADING IN TIMES OF RAPID
AND UNPLANNED CHANGE**

FEBRUARY 17-19, 2021 | VIRTUAL CONFERENCE



Conference Information

The Academy of Human Resource Development (AHRD) exists to encourage the systematic study of Human Resource Development (HRD) theories, processes, and practices; to disseminate information about HRD; to encourage the application of HRD research findings; and to provide opportunities for social interaction among individuals with scholarly and professional interests in HRD from multiple disciplines and from across the globe. AHRD's vision is "Leading Human Resource Development through Research."

AHRD is celebrating its 28th Annual Conference in the Americas and its 1st ever virtual conference in 2021!

Due to continued concerns related to COVID-19, the Board of the Academy of HRD voted to cancel all face-to-face components of the 2021 conference, instead opting for a virtual conference. At this time, we ask that you to reserve the dates of February 17-19, 2021, to participate in this conference. Content will also continue to be available after the conclusion of the conference. AHRD will provide additional information regarding exact cost (which we anticipate will be reduced compared to previous years), days, times, and technology in the coming months.

The 28th AHRD International Research Conference will include leading scholars and practitioners reporting their cutting-edge research and theorizing. The program will be comprised of blind, peer reviewed submissions that offer a diverse range of topics, perspectives, and research paradigms. Additionally, the conference will include other types of sessions that provide excellent opportunities to bring together conference participants for engagement in generative learning through both formal and informal interactions about topics of mutual interest. AHRD is an inclusive organization and invites all those who are interested in the field, no matter where they are on their scholarly journey.

In addition to the information contained in this *Call for Submissions*, important details are found on the *Conference Central* link at www.ahrd.org. The *Conference Central* site will be your go-to location for news about conference updates, registration, and membership. Information about the benefits of AHRD membership—including journals, online networking, Special Interest Groups (SIGS), professional development, awards, and other events—can also be found on the AHRD website.

Program Committee

Karen Johnson
Program Chair
University of North Texas

Katherine Yeager
Proceedings Editor
Abilene Christian University

Dae Seok Chai
Associate Proceedings Editor
Colorado State University

Conference Chair

Khalil Dirani
Texas A&M University

Submission Tracks

The *Academy of Human Resource Development* welcomes submissions from all academic fields and disciplines that focus on workplace and organizational learning, performance, change, and related issues and challenges. As we shift to a virtual conference format for 2021, we seek to innovate and rethink the structure of the conference experience. We continue to welcome all HRD and HRD-related research. However, this year, we are offering a more limited number of specified manuscript submission tracks. We specifically encourage submissions related to the theme **Innovating and Leading in Times of Rapid and Unplanned Change**. In addition, we are especially interested in submissions that focus on what we have identified as important emerging issues in organizations, communities, and societies. Finally, we encourage submissions across **all** submission tracks from scholar-practitioners.

Conference submission tracks for this year are:

- Assessment, Evaluation, and HRD Research Methodology
- Critical, Social Justice, and Diversity Perspectives in HRD
- International, Global, and Cross-Cultural Issues
- Leadership, Strategy, and Engagement
- Organization Development, Performance, and Change
- Workplace Learning, Training, and Career Development
- Emerging Issues in Organizations, Communities, and Societies
 - For the 2021 conference, **only** papers related to antiracism, racial injustice, HRD in the era of COVID-19, and technological and virtual HRD innovation will be accepted in this track.

Submission Categories

Within the selected track, authors will assign their submission(s) to one of the following submission types.

- (1) Refereed Full Manuscript
- (2) Refereed Extended Abstract
- (3) Non-Refereed Focus Session

The Conference Program Committee reserves the right to reclassify submissions based on reviewer feedback or program time limitations. Examples of submissions for each category can be viewed on the *Conference*

Central website (www.ahrd.org). Each submission must comply to the **APA 7th edition** as well as follow the paper formatting requirements for professional papers, unless otherwise noted.

Refereed Submissions

The following two types of submissions are refereed (blind-reviewed). **Please be sure to remove all author-identifying information from the uploaded document that is submitted for review, including acknowledgements, since this is the document that the reviewers will be reading. Submissions are judged based on overall quality, innovativeness, and scholarly/practical contribution.** The full criteria that reviewers will use will be available on the *Conference Central* website (www.ahrd.org).

All manuscripts/extended abstracts should clearly address a practical problem (i.e., the problem has some genesis in practice or is a potential/partial solution to a significant challenge). Equally important, submissions must include detailed implications for research, theory, and practice. These implications, where applicable, should be logical in terms of the context of practice and detailed enough to guide practitioners to integrate the recommendations into their practice based on their nuanced understanding of the cultures and needs that comprise that practice, and sufficiently evocative to inspire the practitioner to do so. All submissions will be reviewed using the same review form.

1. **Refereed Full Manuscript** (5,000-8,000 words, inclusive of references): This is a fully developed, scholarly product sharing completed empirical studies and/or substantive theoretical/conceptual works. AHRD is committed to full manuscripts comprising the majority of the submissions on the conference program. Manuscripts should demonstrate theoretical and practical relevance, rigorous methods, and compelling results.

For this category, authors will submit a full manuscript, inclusive of abstract, for peer review. Abstracts must be 250 words maximum. The full manuscript, including abstract, will be published in the Conference Proceedings if accepted following the revision process. Accepted full manuscripts will be published in their entirety. Those who wish for only an abstract of their accepted work to be published should submit their work as a Refereed Abstract.

A sample of a Refereed Full Manuscript can be found on the *Conference Central* website (www.ahrd.org).

Scheduling in the Conference Program: More information will be made available as plans for the virtual conference are finalized, but authors of accepted full manuscripts should expect to record and/or host a live presentation, likely between 10-15 minutes.

2. **Refereed Extended Abstract:** Refereed Extended Abstracts offer the opportunity to present either fully developed scholarly products or ideas-in-progress without submitting a full manuscript for review. The extended abstract will be published in the Conference proceedings if accepted following the revision process.

Refereed Extended Abstract submissions should be 800-1,000 words, exclusive of references. A sample of the refereed extended abstract can be found on the *Conference Central* website (www.ahrd.org).

Scheduling in the Conference Program: More information will be made available as plans for the virtual conference are finalized, but authors of accepted Refereed Extended Abstracts should expect to record and/or host a live presentation, likely between 10-15 minutes.

Non-Refereed Submission

The following submission type is *not* blind reviewed. The reviewers of the proposals for these sessions will see the names of the presenters, participants, and organizers. Proposals are judged based on overall quality, innovativeness, and contribution. The full criteria the reviewers will use to review these proposals will be available on the *Conference Central* website (www.ahrd.org).

All non-refereed sessions will be scheduled in the conference program with the title, a brief description of the session, and a list of the sponsors/facilitators/presenters. There will be no materials printed in the conference proceedings for these sessions.

Since these are proposals for focus sessions (and not manuscripts or extended abstracts), authors may use business-style formatting for the proposal *or* may format according to APA 7th edition formatting guidelines. Be sure that each of the requested elements for the type of session is addressed in the proposal (headings are helpful with this). Also, if business formatting is used, please use APA 7th edition formatting for references and citations.

3. **Non-refereed FOCUS Session:** This format allows the opportunity to offer a session that focuses in-depth on a specific topic area. These might be colloquiums, expert panel discussions, or other kinds of session designs that foster scholarly exploration as related to a specific topic.
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In addition to the overall quality and innovativeness of Non-refereed FOCUS Sessions, submissions will be evaluated based on how well the proposal describes the session's need/intent and format, the explanation of activities if applicable, expertise offered by presenters, and contribution towards the advancement of HRD.

Sponsors/facilitators/presenters should submit a proposal that provides:

- a) Abstract/description of the focus session (100 words maximum) and keywords that describe the session (maximum of three)
- b) Description of the session, including substantiation of the need for the session; description of the various perspectives offered by each participant/facilitator, and how these fit in the session format and intent; and description of how the session contributes towards the advancement of HRD (1,000 - 2,000 words maximum, including references)
- c) Relevant biographical information for the sponsor and for each panelist, specifically highlighting expertise as related to the focus of the session (100 words maximum per person)

Scheduling in the Conference Program: More information will be made available as plans for the virtual conference are finalized, but authors of accepted Focus Sessions should expect to host a live presentation in a 45-60 minute session that will be facilitated by the organizer(s) of the session.

Other Formatting Guidelines for Submissions

All submissions must comply with the guidelines outlined in this document to be reviewed for inclusion in the conference. *Any submissions that are not in compliance will not be reviewed and/or accepted.*

Formatting of Both Refereed and Non-Refereed Submissions

- Submissions must comply with the word limits specified in the guidelines as described in the submission categories (above sections). *Submissions exceeding word limits will not be reviewed.*
- Document is saved as a Microsoft Word document (.doc or .docx). *Please do not submit PDF documents (even for the final submission in November).*
- Document should be formatted for 8 ½ x 11 paper (with 1" margins).
- All submissions must comply with formatting and writing style standards as defined by the *Publication Manual of the American Psychological Association* (7th edition) unless the proposal requirements allow for exceptions.
- Use Times New Roman font (12 pt.) for all submissions.
- Citations in text (accuracy of formatting according to APA 7th edition, remember et al. rules, listing all citations in references, and long and short quotation rules).
- References (accuracy of APA 7th edition formatting, DOI's included, alphabetized, all references cited in manuscript).
- All tracked changes have been accepted, and the document is saved without comments or tracked changes.

Additional Formatting Requirements for Refereed Submissions Only

- All author-identifying information has been removed (including information in document file properties).
 - The document should be in Times New Roman font (12 pt.) and double-spaced.
 - The running head should be formatted according to APA 7th edition with page numbers in upper right-hand header.
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- Separate title page formatted as outlined in APA (include Title only for blind-review submission – no author identification for manuscripts or abstracts that will undergo blind peer review).
 - Abstract page formatted as outlined in APA—including succinct overview and keywords (maximum of three). Each manuscript or abstract must meet the requirements outlined for that type of submission. Guidelines for abstracts or refereed full manuscripts, and a template are available online at Conference Central.
 - Headings (level 1, level 2, etc., according to APA 7th edition).
 - Tables and Figures (APA labeling format).

Rule of Two

An author can be named on **no more than two refereed submissions**, regardless of the author order. The Conference Team recognizes that there are circumstances in which authors collaborate on multiple scholarly projects in a given year. As such, these authors who are listed as co-authors on submissions (typically as second, third, fourth authors), may have interest in submitting their papers to the AHRD Conference in the Americas, because they consider AHRD as their primary academic professional “home.” In cases where authors are included on more than two conference submissions, the Conference Team will consider these submissions on a case by case basis. The criteria used for decision making on these special cases can be found in **Appendix A** of the Call for Submission and will be available on the Conference Central website.

Awards

Refereed full manuscripts are eligible for the Human Resource Development Cutting Edge Award and the AHRD Graduate Student Outstanding Paper Award based on criteria described below. The two awards maintain separate review and selection processes. Therefore, consideration/selection for one award does not preclude nor guarantee consideration/selection for the other.

HRD Cutting Edge Award

The Human Resource Development Cutting Edge Awards are given to the author(s) of up to ten outstanding scholarly papers from those published in the annual Conference Proceedings of the Academy of Human Resource Development for the same year. Papers are awarded based on the following criteria: new knowledge contribution to the HRD profession, theoretical and/or practical importance of the problem, appropriateness of approaches and/or methods used, extent to which the results justify the conclusions, and quality of reporting. Papers are nominated for the award using a three-stage process including reviewers, track chairs, with final decisions made by the Conference Program Committee.

AHRD Graduate Student Outstanding Paper Award **(NEW THIS YEAR!)**

The purpose of this award is to encourage excellence in research by graduate student members of AHRD. Recognizing outstanding research of graduate students acknowledges the importance of the contributions of new scholars to the field of AHRD. Criteria for selection:

1. Award winners must be current members of the Academy of Human Resource Development.
 2. Award winners must be enrolled in a graduate program at the time of submission to the AHRD conference.
 3. The paper must be a refereed full manuscript submission authored solely by graduate students. It may be co-authored with other, currently-enrolled students (at time of submission) but cannot be co-authored with a faculty member.
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4. The paper must be based on research conducted by the student and have been accepted for presentation at the conference. Award nominees and winners must commit to presenting their accepted papers at the conference.
5. The paper may be conceptual, empirical, theoretical, and/or methodological in nature.
6. Nominees will be evaluated through a committee review process across the following criteria:
 - a) contribution to the field of HRD (25%);
 - b) quality of research (25%);
 - c) quality of writing (25%); and
 - d) potential impact of the applicant's work on the field of HRD (25%).

AHRD Graduate Student Outstanding Paper Award Selection Process

1. When submitting a full manuscript to the conference, there is an option to indicate that **all** authors are current students and members of AHRD. All full manuscripts with an indication of student member authorship will be eligible for award consideration upon acceptance to the conference.
2. Selection by the current Conference Program Team, AHRD Board Awards Chair, plus two additional AHRD Board Members.

Presentation Schedule

We ask that you continue to reserve the original dates of February 17-19, 2021 to participate in the conference. Authors must be able to present at any time during the conference. AHRD will provide additional information regarding exact days, times, and technology in the coming months. The presentation schedule, as well as presentation guidelines, will be available on the *Conference Central* website approximately four weeks before the conference.

Important Notes, Dates, and Deadlines

September 14, 2020	Final (<i>NO EXTENSIONS</i>) submission deadline for manuscripts
October 22, 2020	Decision notifications to authors
November 16, 2020	Camera-ready submissions due
November 30, 2020	Call for Session Chair volunteers opens
February 17 - 19, 2021	Conference Dates

Critical Notes

1. All submissions must be submitted online on the AHRD website by the dates specified:
 - **Submission system opening date: August 17, 2020.**
 - **Submission closing date: September 14, 2020 11:59 pm PST.**
 These dates are firm, and *no extensions* will be granted.
2. All authors must attest that the submission complies with articles outlined in the *Representation of Authorship and Agreement as to Publication of Materials*. All authors will verify this in the submission system and not on a separate form. The terms of the Representation of Authorship and Agreement as to Publication of Materials is available for review on the Conference Central website at www.ahrd.org.

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3. Accepted submissions in the refereed categories will be published online in limited release, and only conference registrants will have access to the conference proceedings.
 4. Accepted refereed submissions will be published if and only if both of the following two conditions are met:
 - Acceptance of a final, camera-ready submission by the Track Chair by November 16, 2020. This includes APA 7th edition compliance as well.
 - At least one author of each accepted submission is registered for the Conference by December 15, 2020.
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Appendix A: Policy and Procedures on Exception Requests for Exceptions from the Rule of Two

A Rule of TWO will be enforced for the 2021 virtual conference. No person may be associated as author or co-author with more than two refereed submissions for the 2021 AHRD Conference. This rule does not apply to appearances at invited meetings or special sessions, session chairs, or listings resulting from AHRD officer roles. The rule serves as a means to ensure broad participation of members. It reduces the likelihood of the program being dominated by a small handful of people and helps ensure that no first author is committed to appear at more than one place at a time.

Appeal for Exception to the Rule of Two Policy

We recognize that there are a few AHRD members who truly are highly productive and/or working in a highly collaborative way that can lead to the need for an author to be included on more than two refereed submissions. The values of AHRD seem to be aligned with wanting to affirm productivity and collaboration rather than punish it. While the “Rule of Two,” is strictly enforced we allow for the consideration of exceptions on a case-by-case basis according to the following protocol:

- 1) An Author should submit a brief rationale for requesting an exception to the policy to the appropriate Track Chair Editor.
- 2) Upon receiving the request for exception, the Conference Committee will review it based on the following criteria:
 - a) The space availability for additional papers
 - b) The author is not the manuscript’s sole author so scheduling conflicts can be avoided
- 3) Results of the Conference Committee’s review will be communicated to the Conference Program Chair.
- 4) Conference Program Chair will review all available information, including the initial request and may request further information.
- 5) The Conference Program Chair makes the decision to grant or reject the request for exception and communicates that decision to the Conference Committee.
- 6) The Conference Program Chair communicates the decision to the author. This is the final decision.

While this exception process is recommended, the existing policy/practice around scheduling of presentations will remain intact. That is: “However, only first authors are usually ensured a conflict-free presentation schedule, and even that is not guaranteed pending the number of submissions past two (refereed).”

Questions? Please contact:**Karen Johnson, Ph.D.**

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