

2020 AEP Annual Convening Request for Concurrent Session Proposals

The Arts Education Partnership (AEP) and Education Commission of the States invite you to submit a proposal to share your work during a session within a series of virtual opportunities hosted by AEP this September. Since we're not coming together - convening - this year, it doesn't seem right to continue to call the event the "Annual Convening". Instead, we've decided to refer to it as a "virtual gathering" to better reflect our intent. These virtual sessions are designed to assist leaders in gaining the knowledge and insights to ensure that all learners receive an excellent arts education. This includes dance, folk arts, indigenous arts, media arts, music, theatre and visual arts. Within this context, arts and education leaders are invited to share their exemplary work in supporting learners, educators and the learning environment through the arts.

About AEP and Education Commission of the States

The Arts Education Partnership at Education Commission of the States is a national network of education, arts, business, cultural, government and philanthropic organizations dedicated to advancing arts in education. The Arts Education Partnership has been supported by the National Endowment for the Arts and the U.S. Department of Education since 1995 and is administered by Education Commission of the States.

AEP is the nation's hub for arts and education leaders, building their leadership capacity to support students, educators and learning environments. Through research, reports, convenings and counsel, leaders gain knowledge and insights to ensure that all learners receive an excellent arts education.

About the 2020 AEP Virtual Gathering

Arts and education leaders from across the nation will connect virtually to explore arts-centered solutions aimed at ensuring all learners receive a well-rounded education that includes the arts. This event features virtual sessions and networking opportunities. It provides a platform to showcase research, policy and practices that support learning in both formal and informal education environments. Most importantly this year, the virtual event will focus on networking and connection among colleagues to support your arts education work in our changed world.

About the Audience

The primary audience for the virtual gathering includes leaders from the arts, education, business, research, cultural, government and philanthropic sectors. Leaders are defined broadly; this group includes people who have leadership roles — in name and in practice — in arts and education spaces:

- AEP and Education Commission of the States Partners
- Policymakers
- Administrators
- Researchers
- Educators, including certified classroom teachers, community artists, teaching artists, higher education faculty and members of arts and cultural institutions who provide arts instruction
- Service Organizations
- Community Leaders
- Higher Education Institutions
- Business Leaders
- Private and Public Funders
- Advocates and Arts Activists
- Artists and Teaching Artists
- Parents

And others who share the priority that all learners receive an excellent arts education.

AEP is committed to recognizing the diversity of experiences, cultures and opinions that its members bring to the AEP community. We want every AEP event to be a safe, inclusive and productive environment for all participants. AEP convening attendees agree to:

- Participate in an authentic, respectful and professional way.
- Refrain from demeaning, discriminatory or harassing behavior and language.
- Promote collaboration, cooperation and partnership.

Important Dates

March 4: Request for Presentations Announced

May 29: Deadline for Submission

June 26: Presenters Notified

August 28: Deadline to Submit Presentation Slides and One-Page Session Summary

September TBD: AEP virtual gathering

As we finalize details for our virtual event, we may add additional days to this timeline. In the event we expand our programming beyond these days, the AEP team will confirm with you prior to scheduling your session.

General Guidelines for Virtual Sessions

- All presentations must have a designated **session organizer**. The session organizer is responsible for submitting the session form, coordinating with presenters, keeping AEP staff informed of any changes or challenges and meeting deadlines for submitting critical information.
- AEP will accept virtual session proposals through the [online submission form](#) **only**. AEP will not accept proposals submitted in another format, including via email.
- Virtual sessions are allotted **60 minutes** and should address [diverse learning styles](#) and provide opportunities for participants to actively engage in learning.
- Virtual sessions are limited to **3 presenters**, including the session organizer. Session organizers should verify the interest and commitment of any co-presenters before submitting the proposal. Reviewers will give preference to proposals for which all presenters are confirmed at the time of submission.
- AEP will notify session organizers of the status of their proposals by **June 26**.

Speaker Requirements

- All presenters must be prepared to present at their designated times for the virtual programming.
- All virtual session presenters are required to register for the online event. There will be no cost associated with registering.
- Session organizers must share all slides and supplemental materials with AEP staff by **Friday, August 28**. This step is necessary to ensure that slides are reviewed and pre-loaded to session laptops and the conference app. Education Commission of the States is a nonpartisan organization committed to fair representation in all materials. AEP will ask all presenters to review their session materials for messages that may be perceived as biased or discriminatory. AEP staff members may engage presenters in a conversation if materials contain questionable content, and AEP reserves the right to cancel a session if presenters are unwilling to make changes.
- **NEW IN 2020:** Session organizers are required to submit a one-page summary handout of their presentation by **Friday, August 28**. AEP staff will provide a template that includes the names, titles and organizations of presenters; the title, description and outline of the session; learning objectives and a list of any supplemental materials provided or referenced. This information is necessary to accommodate different learning styles, document the session for future reference and ensure presentation content matches the submitted proposal.
- Session presenters grant permission for AEP to distribute their supplemental resource materials on the AEP website and conference app. If presenters wish to distribute copyrighted information

in supplemental materials, it is their responsibility to obtain necessary permissions. Such materials will be distributed only if they are submitted with the publisher's written permission attached. AEP will consider proposals highlighting research in progress, as well as research that is not publicly available on a case-by-case basis.

Proposal Evaluation and Selection

AEP and Education Commission of the States staff will review all proposals and select the virtual sessions for the final program.

Selections will be informed by the following criteria:

- **Topical and Future-Facing:** Proposals should showcase new, emerging work and innovative practices that impact learners, educators or the learning environment. We will look for sessions relevant to the current arts education landscape and topics that are emerging.
- **Insightful and Reflective:** Proposals should outline sessions that share new developments or insights to ongoing conversations. We appreciate sessions that share wisdom and experience, as well as those that contribute considerations to the work moving forward. Speakers should contribute to diversity of experience, opinion and representation in the session.
- **Thought Leadership and Diversity:** We value speakers with a diversity of experiences and perspectives, and we also value presentations that amplify new or underrepresented voices in the national conversation.
- **Focus on Systems Change:** We aim to highlight sessions that focus on systems change at the local, state and/or national level. AEP defines system change as working to change how institutions behave, public attitudes, cultural norms, policy decisions and/or resource allocation.
- **Aligned, Measurable Learning Objectives and Narrative:** Proposals must include learning objectives that align to the session content and prepare participants to apply what they learn to their own work or contexts. Objectives should be action oriented and may include verbs such as: design, evaluate, create, compare, connect or interpret. Proposals must also include a detailed narrative that clearly explains what will occur during the proposed session, with a focus on engaging participants in active learning.

Please know that our evaluation committee recognizes that the current environment is constantly changing, and it may be difficult to frame your proposals with these criteria in mind. As an assurance, know that our priorities haven't changed; we are still working for an excellent arts education for all learners, even if the context for that work is different.

Note: These criteria were adapted from [Grantmakers for Education](#).



Deadline

AEP will accept virtual session proposals through the [online submission form](#) for the 2020 AEP virtual event until **Friday, May 29 at 5 p.m. PST**. For questions or additional information, please email Mary Dell'Erba at mdellerba@ecs.org.

[Click Here to Submit Your Session Proposal!](#)