

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 concurrent session at the 2020 Annual Convening on Sept. 9-10 in San Diego, California. Concurrent sessions will 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 Annual Convening

Arts and education leaders from across the nation will convene in San Diego, CA on Sept. 9-10, 2020 to explore arts-centered solutions aimed at ensuring all learners receive a well-rounded education that includes the arts. The Annual Convening is a two-day event that features keynote speakers, panel discussions, concurrent sessions and networking opportunities. It provides a platform to showcase research, policy and practices that support learning in both formal and informal education environments.

About the Audience

The primary audience for the Annual Convening 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 Organization
- 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 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 8: Deadline for Submission

May 29: Concurrent Presenters Notified

July 17: Deadline for Presenter Registration

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

September 9-10: AEP Annual Convening

General Guidelines for Concurrent Sessions

- All presentations must have a designated **session organizer**. The session organizer is responsible for submitting the concurrent session form, coordinating with presenters, keeping AEP staff informed of any changes or challenges and meeting deadlines for submitting critical information.

- AEP will accept concurrent session proposals through the [online submission form](#) **only**. AEP will not accept proposals submitted in another format, including via email.
- Concurrent sessions are allotted **60 minutes**, and four sessions run concurrently at one time across the convening. Sessions should address [diverse learning styles](#) and provide opportunities for participants to actively engage in learning.
- Rooms will be set up **theater style** with 50 chairs, a head table for presenters, a computer, projector and sound equipment. Based on capacity and demand, a small number of spaces may be set with round tables to accommodate session formats that incorporate active learning and dialogue. Please indicate your preference on the form, and AEP staff will aim to accommodate these preferences.
- AEP will provide **laptops, projectors, audio equipment and Wi-Fi access**.
- Concurrent 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 **May 29**.

Speaker Requirements

- All presenters must be prepared to present in San Diego on either day of the AEP Annual Convening (September 9 and 10).
- All concurrent session presenters are required to register for the convening by **July 17**. If all presenters are not registered by this date, your presentation opportunity may be forfeited. If you have a conflict with this deadline or questions, please contact Mary Dell'Erba at mdellerba@ecs.org.
- 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.
- Presenters are responsible for covering all registration fees and travel costs associated with attending the 2020 AEP Annual Convening.

Proposal Evaluation and Selection

AEP and Education Commission of the States staff will review all proposals and select the concurrent sessions for the final Annual Convening 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.

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

Deadline

AEP will accept concurrent session proposals through the [online submission form](#) for the 2020 AEP Annual Convening until **Friday, May 8 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!](#)