

# 2022 AEP Annual Convening Call 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 2022 Annual Convening, **to be held in person on Sept. 14-15**. Concurrent sessions will focus on exploring programs and ideas to help arts and education leaders build their leadership capacity.

**AEP will accept concurrent session proposals through the online submission form for the 2022 AEP Annual Convening until Friday, May 20 at 5 p.m. PDT. For questions or additional information, please email [Mary Dell'Erba](mailto:Mary.Dell'Erba@arts.gov).**

## About the 2022 AEP Annual Convening

Arts and education leaders will convene in Baltimore, Maryland on **Sept. 14-15** to celebrate arts education and to ask bold questions to advance our collective work. The Annual Convening is a two-day event that brings together people from across the country to network and learn about what's happening in arts education. AEP defines arts education to include dance, folk and traditional arts, Native and Indigenous arts, media arts, visual arts, music and theatre that take place in school and community settings at all hours of the day. We envision this year as an opportunity to focus on exploring ideas rather than sharing information. Our partners and affiliates are eager to move, make and connect, not sit and listen.

In addition to our two-day in-person schedule, AEP will share pre-recorded sessions through our event platform. These will be available to a broader virtual audience as well as in-person attendees.

## AEP's Commitment to Creating a Welcoming Event

AEP believes that everyone working in arts education has knowledge to share. We are actively trying to increase the visibility, accessibility and representation of those in the field, specifically populations historically and presently underrepresented, including Black, Brown, Indigenous and Asian people (BBIA); people with physical or mental disabilities; people with marginalized gender or sexual identities; and youth. Our goal is to create an inclusive environment where diverse voices are represented and honored, in service of the needs and diversity of learners we all serve.

To support this commitment, AEP will prioritize sessions that include at least one speaker who has not previously presented at an AEP event and brings a diverse perspective to the field. In addition, prior to the proposal deadline, AEP will host an optional proposal workshop on Thursday, April 28 to provide tips on creating a strong proposal and help develop ideas into a full proposal.

AEP will also waive registration costs for all session hosts.

## About the Audience

The Annual Convening's primary audience includes leaders from the arts, education, business, research, cultural, government and philanthropic sectors. AEP defines "leaders" broadly, from people who have leadership roles — in name and in practice — in arts and education spaces to people who share the priority that all learners receive a high-quality arts education. The following list offers examples of those who have attended other AEP gatherings:

- AEP and Education Commission of the States partners and affiliates
- Advocates and arts activists
- Business leaders
- Community leaders
- Educators, including certified classroom teachers, administrators, community artists, teaching artists, higher education faculty and members of arts and cultural institutions who facilitate arts learning
- Families and caregivers
- Policymakers
- Private and public funders
- Researchers
- Service organizations

## Priority Content Areas

AEP partners and affiliates identified the following areas as topics that are top of mind and most important to their work. While AEP will prioritize proposals that address these areas, we also encourage sessions with additional areas of focus.

- **Advancing diversity, equity and inclusion** in arts education, specifically related to racial equity initiatives, antiracist curriculum design, designing inclusive spaces for people with disabilities, exploring shifts in institutional practices and power structures and overcoming barriers to providing all students with arts education.
- **Relationship building** across the arts and education fields, relevant to changes in federal, state and local leadership.
- Tactical **policy and systems change\*** efforts to advance arts education.
- **Future-looking** conversations on what is next for arts education, building on what we have learned from remote, hybrid and in-person learning.
- **Educator workforce issues** related to recruitment, retention and credentialing, including policies and practices to build a diverse educator workforce.
- Trauma-informed arts education as a tool to support **healing and mental health**, specifically in response to the COVID-19 pandemic and racial injustice.

*\*AEP defines "systems change" as working to change institutions' behavior, public attitudes, cultural norms, policy decisions and resource allocation to support equitable access to arts education for all learners, especially those who have historically been marginalized.*

## Important Dates

**April 13:** Call for proposals announced

**April 28:** Optional proposal workshop with AEP ([Click here](#) to register for this session)

**May 20:** Deadline for submission

**June 15:** Concurrent session hosts notified

**June 20-Sept. 2:** Optional session planning meetings with AEP

**July 20 or 21:** Required concurrent session host meetings with AEP

**August 12:** Pre-recorded sessions due to AEP\*\*

**September 7:** Final deadline for slides, one-pagers and supplemental materials to be added to the event app

**September 7:** Final host ready meeting

**September 14-15:** AEP Annual Convening

\*\*AEP will offer editing and recording support to pre-recorded sessions as needed.

## General Guidelines for Concurrent Sessions

### All Sessions

- All sessions must have a designated **session organizer**. The session organizer is responsible for submitting the concurrent session form, coordinating with hosts, 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, to maintain a fair review process.
- Concurrent sessions are limited to **3 hosts**, including the session organizer. Reviewers will give preference to proposals that feature first-time hosts and those with all hosts confirmed at the time of submission or to proposals that indicate a willingness to collaborate with AEP staff to identify additional hosts.
- AEP will notify session organizers about their proposal's status by **June 15**.
- We conducted a survey earlier this year to get feedback about the event. Survey respondents indicated that they're more interested in actively engaging sessions and less interested in simply sitting and listening. They want to take advantage of being in a room with peers to explore ideas, reconnect with colleagues and make new connections. We recognize that this is different from previous AEP Annual Convenings where sessions have been focused on listening and learning

from speakers. Reviewers will prioritize sessions where participants are actively thinking, moving and contributing ideas.

- The event will use the Socio event platform for virtual and in-person engagement. AEP will temporarily loan **video, audio and connection equipment upon request**. Hosts can send requests to [Mary Dell'Erba](#) by July 20-21. AEP will provide technical support during in person sessions and by request for session recordings.
- Please indicate on your session proposal whether you are designing a **virtual pre-recorded session** or an **in-person session**. The review panel may make recommendations on the session type during review, and AEP staff will support presenters if the review panel recommends changes to the proposed session.
- AEP staff are here to support you on any element of session design **as requested from June 20-September 2**. Please reach out to Mary Dell'Erba to schedule a time to connect.
- AEP will select sessions to live stream through the event platform. We will not have capability to stream each live concurrent session.

### In-person Sessions

- **In-person** sessions are in person and allotted **75 minutes OR 30 minutes**. You will select your duration option on the submission form.
- These sessions focus on shared learning and engagement among attendees and hosts. All sessions should address [diverse learning styles](#), demonstrate inclusive and accessible practices and provide opportunities for participants to actively engage in learning. AEP staff will support hosts during preparation calls.
- AEP will offer multiple room set-ups for your session, including (but not limited to):
  - Round tables for 8
  - Open space with seating around perimeter
  - Chairs in an open circle
  - Chevron or theatre style seating
  - Small chair groupings
  - Other – propose something we haven't thought of!

Please indicate your preference in your submission form. AEP will require confirmation by the July 20-21 speaker meetings.

### Pre-recorded Sessions

- **Pre-recorded** sessions are pre-recorded and allotted up to **60 minutes**. These sessions focus on information sharing around a question or topic, and attendee engagement is limited to the chat function.

- All sessions should address [diverse learning styles](#) and demonstrate inclusive and accessible practices. AEP staff will support hosts during preparation calls.

## Host Requirements

- All hosts must be prepared to conduct their session on either day of the AEP Annual Convening (**September 14 and 15**).
- All concurrent session hosts must register for the convening by **July 31**. There is no registration cost for session hosts.
- Session hosts are invited to participate in planning sessions with AEP staff on **July 20 or 21<sup>st</sup> and September 7**. In these sessions we will share logistics, plan for inclusive practices and offer time for hosts to ask questions and brainstorm with one another. AEP requests that hosts attend at least one session to ensure all necessary information is shared between our team and session hosts.
- Session organizers are required to submit a one-page summary handout of their presentation **by September 7**. AEP staff will provide a template that includes the names, titles and organizations of hosts; 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. **Any additional slides, references or materials must also be provided by this date** to ensure staff members can upload materials to the event platform.
- Education Commission of the States and AEP are nonpartisan and committed to fair representation in all materials. We value open sharing across differences and will always prioritize the physical and emotional safety of attendees, especially those with historically marginalized identities. To do this, we:
  - will review session materials for messages that may be perceived as discriminatory or harmful.
  - will engage hosts in a conversation about materials as needed.
  - reserve the right to cancel a session if hosts are unwilling to make changes to support an inclusive and welcoming environment.
- Session hosts grant permission for AEP to distribute their supplemental resource materials on the AEP website and conference app. If hosts wish to distribute copyrighted information in supplemental materials, it is their responsibility to obtain necessary permissions. Such materials will be distributed only if the presenters submit them 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 concurrent sessions for the final Annual Convening program. In addition to prioritizing an inclusive agenda that will better serve our attendees and respond to the needs and diversity of learners we all ultimately serve, AEP will make session proposal selections that are informed by the following criteria:

Minimum Requirements	Priority Preference
Learning objectives align to the session content and prepare participants to apply what they learn to their own work or contexts.	Objectives include verbs such as “design,” “evaluate,” “create,” “compare,” “connect” or “interpret.”
Sessions focus on actionable learning, and proposals include a clear explanation about what will occur during the proposed session. <b>In-person</b> sessions focus on shared learning and attendee engagement. <b>Pre-recorded</b> sessions focus on answering a topical question.	For <b>in-person</b> sessions: Specific strategies identified for participants to contribute their own expertise and insight to the conversation. For <b>pre-recorded</b> sessions: A clear outcome identified for what the hosts hope attendees will do differently based on the information shared.
At least one session host confirmed with passion or experience to share on the topic and a willingness to work with AEP to identify collaborators.	At least one host has not presented at a previous event. At least one host lives or works in Baltimore, Maryland.
Session topics are topical and relevant.	Session topics align with priority content areas and build on, challenge or bring new perspective to dominant narratives.
Evidence that planner(s) have eliminated barriers to participation so that every participant can be successful and learn.	Planner(s) have offered specific examples of inclusive practices and how they plan to make those practices integral to the learning experience.
A focus on systems change or building individual leadership capacity.	Connections made to how the attendee can implement new learning immediately and in the long term.
Youth focused.	Youth plan the session and/or serve as session host(s).



## 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.