



**Association of Leadership Educators  
Annual Conference 2017  
July 9-12, 2017  
Charleston, SC**

## **CALL FOR PROPOSALS**

***Final Submission Deadline:***

**Sunday, March 5, 2017 at 11:59 p.m. EST**

*To allow time for full peer reviews of the proposals, this deadline will be fixed.*

*We do not expect to extend the deadline.*

The mission of the *Association of Leadership Educators* is to strengthen and sustain the expertise of professional leadership educators. Membership is open to any individual whose career interest is leadership education. ALE is a growing professional organization with membership throughout the United States and in several international contexts.

We encourage submissions in all context areas of leadership development—higher education, community practice, and youth development/education.

*Presentation proposals are being solicited under FIVE tracks:*

- (1) **Research Papers** - Share the results of a qualitative and/or quantitative research study or review scholarship literature related to leadership and educational strategy
- (2) **Innovative Practice Papers** - Provide the opportunity for a shorter, to the point, discussion of a project, program, or practice tool/strategy
- (3) **Educator Workshops** - Provide the opportunity for a longer (90 minutes), more in-depth experience and active participation around an innovative educational practice or teaching and learning tool
- (4) **Practice and Research Posters** - Professional quality posters outlining either innovative practice or research relevant to the leadership education field from undergraduates, graduate students, faculty, or administration
- (5) **Roundtable Discussions** - Aspire to facilitate dialogue by field-specific experts about topical area of leadership education

**Note:** At least one author must be an ALE member.

**Reviews:** A committee of scholars and practitioners will blind-review all qualified entries.

**For general questions regarding this call,** please contact ALE 2017 Conference Concurrent Sessions Committee Chairperson, Kaley Klaus, at [krklaus@fhsu.edu](mailto:krklaus@fhsu.edu).

**All other questions** should be directed to the track contact person(s) listed below.

## Preparing your Submission / Formatting

- Proposals should be prepared in MS Word (DOC or DOCX) or Adobe (PDF) format
- **So that proposals can be blind reviewed, author-identifying information (name of author, name of institution) is not to appear within the proposal document or in the saved file name.**
- Please save files as: **Type\_Keyword\_ALE17** (e.g. Roundtable\_StudentLead\_ALE16.doc or Workshop\_LeadingDiscussion\_ALE17.pdf)
- Use Times New Roman 12-pt font
- Set all margins at 1”
- Single-space the proposal but double-space between paragraphs, headings and text, tables, etc.
- Tables and figures should be inserted into the manuscript/proposal of the text at or near first mention of the table or figure in the manuscript/proposal
- Center and bold section headings
- Number all pages of the proposal document
- Page limitations are noted in the details for each proposal track. Proposals exceeding the page limitations will not be accepted.
- Use the *Publication Manual of the American Psychological Association* (6th edition) for all references and citations.

### **Online Proposal Submission - Due Sunday, March 5, 2017 @ 11:59pm EST**

Proposals are to be submitted electronically via the ALE website at:

<http://www.leadershipeducators.org/Submit>

Please provide a response to all items in the online submission, including a short abstract and all author contact information. Upon successful submission of the proposal, you will receive a confirmation message.

#### **Notes:**

- Proposal authors will be notified of acceptance decisions no later than May 1, 2017
- Authors will receive online confirmation that the submission was received after completing the online submission process via the ALE website
- At least one author must register for and attend the conference
- For more information about ALE, past conferences, and conference details, please visit our website at: <http://leadershipeducators.org/>



## ROUNDTABLE DISCUSSIONS

### **Roundtable Discussions CFP:**

**5) Roundtables** aspire to facilitate dialogue by field-specific experts about a topical area of leadership education. Roundtables allow attendees to discuss and share ideas with each other on a topic of shared interest with the aid of a facilitator. Roundtable sessions will be 45 minutes in length and grouped together by themes. Examples of themed roundtables include (but are not limited to) teaching and learning, assessment and evaluation, innovations in agriculture leadership, community and/or youth leadership development, and implications for student affairs practice.

There will be two roundtable sessions available to attend. Each session will last 45 minutes. Therefore, facilitators and experts should provide a brief background and context of the topic, then facilitate an engaging conversation with participants during one 45-minute roundtable session presentation. Examples of past roundtables include accreditation of leadership programs, leadership in student affairs, experiential leadership learning opportunities, and community and youth development/education.

Roundtable proposals linked to the conference theme are encouraged. Roundtable Discussion proposal submissions should include the following section headings and are limited to three (3) pages, not including tables, figures, and references. Submissions should be single spaced with double-spacing between paragraphs. Suggested headings/sections include:

- Abstract
- Introduction (including learner/participant objectives)
- Background (including connection to leadership literature/theory)
- Means for Discussion/Interaction
- Foreseeable Implications of Discussion
- References

**For questions regarding Roundtable Discussions**, please contact Natalie Coers at [ncoers@ufl.edu](mailto:ncoers@ufl.edu).



## **Roundtable Discussions Template:**

### **Roundtable Title: Centered, Boldface, and Title Case**

#### **Abstract**

An abstract is a brief summary of your paper, allowing reviewers to quickly understand the main points and purpose of your work. Please limit the abstract to 125 words.

#### **Introduction**

Roundtables allow participants to discuss and share ideas with each other on a topic of shared interest with the aid of a facilitator. Facilitators and field specific experts are asked to facilitate small, informal discussions about a topical area of leadership education. Roundtable Discussion proposal submissions should include the following section headings and are limited to three (3) pages, not including references. Submissions should be single spaced with double-spacing between paragraphs.

In general, the manuscript should adhere to the following guidelines:

- Full narrative no more than three (3) pages; references and appendices may extend beyond.
- 1 inch margin left, right, top and bottom
- No headers or footers
- Font is 12-point Times New Roman
- Paragraphs flush left, with no indenting or tabbing
- Single-spaced text
- Paragraphs separated by a blank line
- Headings centered with blank line above and below
- Inclusion of tables and figures is encouraged
- Do not use footnotes or endnotes; rather, include the material in the body of the text
- Remove all personally identifying information, including author names and institutions ([Author], 2013)
- Follow the *Publication Manual of the American Psychological Association* (6th edition), except as directed

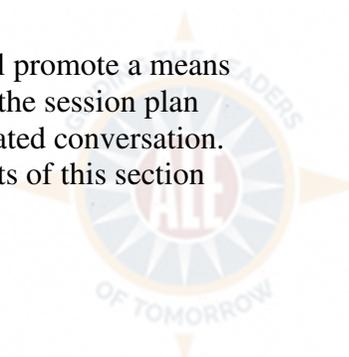
The introduction should define the problem or topic to be examined and explain the parameters or limitations of the situation. It should also stimulate interest in the subject and remainder of the manuscript. Finally, it should include clear and concise learner/participant objectives.

#### **Background**

This section should highlight the connection to leadership and/or pedagogical literature/theory.

#### **Means for Discussion/Interaction**

This section is the place to highlight clear details about how the facilitator(s) will promote a means for discussion with the participants. This section should include an overview of the session plan with a focus on time allocation for background information presented and facilitated conversation. Possible discussion questions should be included. It may be helpful to relate parts of this section back to the learner/participant objectives.



## Foreseeable Implications of Discussion

The facilitator(s) should reflect on the implications or impact the problem or topic will have on the leadership community, as well as offer additional insights or implications relevant to other practitioners. This section should show a clear connection between the topic or problem and the conference theme.

## References

The reference list that follows is a mock list. According to APA style, the reference list should include entries for all in-text citation. Material that was not mentioned in the narrative should be omitted from the reference list. Please include DOI information for all article references for which this information exists.

Andenoro, A. C., Allen, S. J., Haber-Curran, P., Jenkins, D. M., Sowcik, M., Dugan, J. P., & Osteen, L. (2013). *National leadership education research agenda 2013-2018: Providing strategic direction for the field of leadership education*. Retrieved from Association of Leadership Educators website: <http://leadershipeducators.org/ResearchAgenda>

American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6<sup>th</sup> ed.). Washington, DC: Author.

Council for the Advancement of Standards in Higher Education (2009). Student leadership programs. In *CAS professional standards for higher education* (7<sup>th</sup> ed.). Washington, DC: Author.

Kupers, W., & Weibler, J. (2008). Inter-leadership: Why and how should we think of leadership and followership integrally? *Leadership*, 4, 433-475. doi:10.1177/174271500809510



## Roundtable Discussions Scoring Rubric:

### 2017 ALE Annual Conference – Roundtable Review Rubric

Indicate your evaluation by marking an X in the appropriate box (SA-strongly agree, A-agree, D-disagree, SD-strongly disagree). Please include comments providing objective remarks and/or suggestions for improvement.

Submission Criteria	SA 4	A 3	D 2	SD 1	Comments
1. The roundtable proposal adds to the body of knowledge in leadership education and will provoke thought among ALE attendees.					
2. <i>Introduction:</i> The learner/participant objectives are clear and relevant to the conference theme.					
3. <i>Background:</i> The author links the roundtable proposal to existing literature/discussion in the field of leadership education.					
4. <i>Means for Discussion:</i> The means for discussion/interaction with the participants is sufficiently developed.					
5. <i>Foreseeable Implications:</i> The foreseeable implications for discussions are developed and connected to the conference theme.					
7. The proposal is clearly written, English grammar rules and mechanics are followed and spelling is accurate.					
8. APA style is utilized; references are properly cited, and appropriate tables/figures (if applicable) are located within the manuscript.					

Overall Recommendation	Reviewer Rating	Comments
Accept for Presentation		
Accept with Minor Revisions		
Not Acceptable for Presentation		

