

AATE 2019 – Activate AATE
New York, NY/Intercontinental Hotel
August 1-5, 2019

AATE Session Proposal Frequently Asked Questions

Who can propose a session for AATE?

Session proposals are open to anyone whose work relates to the intersection of theatre and education. All session presenters must register by **April 26, 2019** for the conference.

What makes a good AATE session proposal?

There is no formula or “right answer” for acceptable session proposals; propose something you are passionate about, want to discuss with the AATE community, and aligns with AATE’s mission! In general, fully realized and well thought-out proposals are preferred.

If you still have questions after reading the evaluation rubric, found below, please reach out to a member of the 2019 conference committee, read the previous conference offerings, check out the Session Proposal Powerpoint, or ask the AATE main office before the session proposal deadline on **December 1, 2018**.

What does an AATE session look like?

Sessions at the AATE National Conference vary greatly because they reflect the variety of expertise that exists within its membership. In the past, sessions have taken shape as one or more combinations of the following formats:

- **Workshop**: a hands-on workshop includes interactive activities that attendees experience and process, and then can later apply to their own work
- **Informational Presentation**: a session where the primary purpose of which is to deliver information on an existing product, program, or project
- **Panel**: multiple presenters in a moderated discussion centering on a common topic, theme, or issue
- **Discussion**: a facilitated conversation among both presenters and session attendees focused around a common topic, theme, or issue

Presenters are expected to plan sessions around thoughtful guiding questions that facilitate reflection and dialogue, rather than simply relaying information. Ideally, both presenters and participants will leave sessions with “take-away” skills and ideas that they can apply to their work beyond the conference.

Please note that in previous years, sessions that were **both participatory and informative** received the positive responses from conference attendees, whereas sessions that relayed information **without** offering applications and connections to participants’ practice and experience were not as positively rated.

What is a session chair? How is he/she/they different from a session presenter?

A session chair is the person who is responsible for the logistics of the session, and is the main contact for any communication with AATE and/or the conference committee. **Every session must have a designated session chair.** The majority of session chairs also present as part of the session they chair, but session chairs are not required to present the material in their session. (For example, a session chair may coordinate and organize a panel discussion, but not participate in the panel itself.)

How long is an AATE session?

Sessions at the AATE 2019 Conference will be **75 minutes** in length.

How do I select my target audience?

AATE makes use of networks as a way for members to identify their primary areas of interest and therefore select sessions to attend at the National Conference. In your session proposal, You can select one or multiple AATE networks as the target audience for your session. Identify the one primary network and one secondary network that best describe your intended audience. This will help the committee to select and schedule sessions so that we can avoid as much overlap as possible.

For more information about AATE's Networks and **to make sure your session is aligned with and evaluated by the correct Network**, please visit: www.aate.com/aate-networks

What if my session doesn't directly relate to the core values of AATE?

While all sessions do not have to relate directly to all of AATE's core values, at the same time, Session Chairs should thoughtfully consider how one or more core values might influence the form or content of the session.

If you find that your session does not address any of AATE's core values directly, see if you can answer at least one of the following questions about your session:

- How might my session intentionally create community (with my students and also with session participants) and/or how might my session transform young people and communities through the theatre arts?
- What role does leadership play in my session? How might I articulate my ideas of leadership to the participants in my session?
- When might it be appropriate for my session to include reflection questions about race, social class, gender, religion, ability, or sexual orientation?
- How might my session promote quality, scholarship, or professionalism within the field?

Will AATE provide AV equipment for my session?

Please note AATE will no longer provide A/V or technical support for sessions (projectors, cables, screens). If you need A/V equipment for your session you must provide it yourself or we are able to order equipment for you at a fee of **\$75**.

We encourage you to submit the order once you have confirmed your session has been accepted. All orders must be paid for at the time the order is placed otherwise equipment cannot be ordered. **Please note that AATE does NOT provide connector cables or laptop computers.**

How will AATE session proposals be evaluated?

All AATE session proposals will be collected by the conference chairs and then distributed to members of the 2019 Session Proposal committee, which includes the chairs of the AATE Networks, 2019 Conference Committee Members, and selected members at large.

All committee members who will be vetting proposals will use the same rubric, which is broken into the following five sections:

1. Session Information

- Is the proposal complete and does it indicate that those submitting it understand that all presenting individuals and groups must register for the conference?

2. Intended Audience Engagement

- Does the proposal demonstrate sufficient clarity of ideas for you to believe the presenters would be understandable, relevant, and engaging for the intended audience?
- Does the proposal outline clear strategies for participant reflection throughout the session?

3. AATE's Mission/Core Values and Diversity Statement

- Does the session relate to the mission and core values of AATE and our commitment to diversity and/or to the practices of theatre and education artists, educators and/or scholars?)
 - *AATE Mission: The American Alliance for Theatre and Education connects and inspires a growing collective of theatre artists, educators, and scholars committed to transforming young people and communities through the theatre arts.*
 - *AATE Core Values: Provide leadership; champion diversity; ensure professionalism; promote quality; create community; foster scholarship*
 - *AATE Diversity Statement: AATE believes in equity, justice, and inclusion for all. We believe our work is stronger by the many voices, perspectives, and experiences we bring to the organization and the field. We will actively welcome and include all people regardless of race, socioeconomic class, color, national origin, religion, diverse perspectives, age, sex, sexual orientation, gender, gender identity, neurological or physical ability, veteran status, legal status, or education level.*

4. Conference Theme

- Does the proposal connect to the overall theme of the conference, and if so, how?

5. Practical Needs

- Does the proposal pose some sort of practical need or ethical concern not related to any of the above questions? If so, what?

When will I know if my session has been accepted?

Session proposals are due by **December 1, 2018**. In January, you may be notified by someone on the session proposal committee to discuss your proposal and any ideas for clarification, modification, or combination with another session proposal. We will strive to notify all session applicants of their conference participation status on or before **February 22, 2019**. **If you are waitlisted we will strive to let you know if your session is moved off the waitlist and accepted, by early April 2019, otherwise there will be no additional communication beyond the initial notification of waitlisted status.**

Still have questions? No problem! Contact us at conference2019@ate.com

We look forward to receiving your proposal!