22nd Annual Global Conference

Leading

International Leadership Association

at the

EDGE

San Francisco, California, USA | 5-8 NOVEMBER 2020

what we dread versus
what we dream
innovation and destruction

dynamic civil societies
communities with heart and
consciousness

Call for Proposals

Submission Deadline

1 February 2020

We invite you to join us in San Francisco, on the edge, as we explore leadership, the ways that we lead, and what we expect from leaders.

Conference Details: http://www.ila-net.org/2020global/

Submit via the Online Submission System:

https://convention2.allacademic.com/one/ila/ila20/

Decision Date: Status Notifications Will Be Emailed by 11 May 2020

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22nd ILA Annual Global Conference | Leading at the Edge

5-8 November 2020 | San Francisco, CA

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Questions?

If you have questions or need assistance with the CFP, please contact us at Global2020CFP@ila-net.org or call +1 (202) 470-4818 and press the number zero.

If you have trouble logging into your ILA profile, please contact our membership team at membership@ila-net.org or call +1 (202) 470-4818 and press the number zero.

Conference Theme

Human beings have created so much that is wondrous, powerful, and beautiful. Over the centuries we have learned to fly, communicate instantly across huge distances, heal diseases, and see across the universe. Yet vestiges and legacies of tribalism, fear, and hostility remain and repeatedly flare, threatening to engulf us. We exist on the edge of innovation and destruction, the edge of what we dread versus what we dream.

Edges of natural systems and societies naturally stimulate growth and inventiveness as their inhabitants navigate their way through the borderlands. It is fitting that *Leading at the Edge*, ILA's 2020 annual global conference, will take place in San Francisco, a city of possibility where a continent meets an ocean. San Francisco is known for attracting people engaged in exploring the edges in the arts, sciences, and business, as well as in themselves. Here, local groups are experimenting with different pathways to racial and socio-economic healing and new directions in neuroscience, biomedicine, AI, and telehealth – just to name a few.

We invite you to join us in San Francisco, on the edge, as we explore leadership, the ways that we lead, and what we expect from leaders in 2020. Leadership can seem, at times, like an empty word. Leaders can accumulate power, aggrandize themselves, and make others suffer as they advance their own interests over those of others. Leaders can also inspire people to act individually and collectively in ways that are kind and that nourish one another and our planet. As leaders and as colleagues committed to leadership scholarship, development, education, and practice, we can influence how leaders move us toward (or away from) a healthy planet and a better world.

Come share your forward-thinking, innovative research and projects! We invite you to bring your experience and knowledge as we ask:

- HOW CAN WE SUPPORT leadership for the greater good in business, government, NGOs, and education throughout the globe?
- HOW CAN WE CHANGE the conversation on wicked problems like climate change?
- HOW CAN WE SHIFT public discourse towards listening and respect for each other and all living beings on our planet — towards championing the rich variety of animals and plants, rather than extinguishing them, and upholding the human rights of all people?
- HOW CAN WE CONTRIBUTE to the creation and success of regenerative businesses and cultures where we support life, commerce, community, and growth for the next seven generations?
- HOW CAN OUR COLLABORATION in the trusted space of the ILA generate actions, research, and teaching that encourage leaders to create dynamic civil societies and communities with heart and consciousness?
- HOW CAN WE CREATE healthy environments in our professional and personal lives that give people confidence and the will to contribute?

ILA 2020 will nourish those who lead, consult, teach, study, and conduct research with exciting ideas, innovative projects, and good friends — both old and new. Submit your research, workshops, ideas, reflections, and panels, whether on the theme of *Leading at the Edge* or on your own view of what is important—and join us in the city on the edge!

Kathryn Goldman Schuyler, 2020 Conference Chair; Founder, Coherent Change; Author, *Inner Peace – Global Impact*; *Leading With Spirit, Presence, and Authenticity;* and *Creative Social Change*: *Leadership for a Healthy World*; Professor Emeritus, Organization Development, Alliant International University

About the Call for Proposals

The 22nd Annual Global Conference provides an opportunity for thinkers, practitioners, scholars, consultants, coaches, teachers, businesspersons, and other leaders to share their ideas in several types of presentations, with emphasis on the things that we can **_do_** to make the world a better place.

Current events generate viewpoints that are compelling to share. Research projects may yield conceptual anchors for further exploration. Professional practice suggests approaches for our collective consideration. Global cultural phenomena impact leaders in multiple ways. Art, music, dance, and poetry contain multiple essences of leadership. Spiritual beliefs yield deep insights into how we interact. Work, life, and play are each authentic repositories of leadership experience.

Some of us do our best work alone. Others work in tight-knit communities. Some are seeking collaborators for their efforts. The ILA Global Conference provides a dynamic venue for sharing and learning and growing and meeting and exploring with others whose passions are aligned.

Streams and Specialties

Through this worldwide open call for proposals, the conference organizers seek proposals for presentations about leadership that will be valuable in a wide range of contexts, sectors, industries, cultures, and geographies.

In addition to our conference theme stream, ILA's Member Communities were invited to submit their communities as streams for the 22nd Annual Global Conference and to identify suggested specialties within that stream. Please note, however, that _proposals are not limited to these specialties_.

Leading at the Edge
Convener: **Kathryn Goldman Schuyler** 2020 ILA Global Conference Chair; Founder, Coherent Change

- Contributions of Mindfulness Practice to Leadership
- Impacts of Leadership & Innovation "at the Edge"
- Awareness-Based Systems Change that Makes a Difference: Theory & Practice
- Addressing Underlying Forces Leading to Authoritarian Leadership
- Leadership for Regenerativity
- Other Aspects of "Leading at the Edge"

Arts & Leadership
Conveners: **Gloria J. Burgess**, Professor, Transformational Leadership, University of Washington; **John E. Burgess**, Maestro, Music for Transformation

- Creative Leadership
- Arts-Based Research & Teaching Strategies
- Leading by Design
- Leading as a Performance Art
- Decolonizing Arts & Leadership
- Other Aspects of Arts Leadership

Business Leadership
Convener: **Lisa Ruiz**, Senior Director, Regulatory Affairs, AbbVie, Inc.

- Addressing Diversity & Inclusion
- Measuring & Maximizing Success Beyond Profit
- Examining & Understanding Global & Cross-Cultural
- Championing Organizational Transformation & Change
- Conscious Capitalism
- Other Aspects of Business Leadership

Ethics & Leadership
Conveners: **Colleen P. Lyons**, Sr. Ethics Advisor, Ethics & Business Conduct, Boeing; **Walter R. Baehrend**, Adjunct Professor, School of Graduate, Adult and Professional Education, Benedictine University

- The Cold Shadows of Ethical Leadership
- Case Studies on Ethical Leadership: Successes, Failures, & Midlands
- Leadership, Ethics, & Advanced Technologies: AI — The Promise & the Perils
- Recovering From Ethical Lapses
- Teaching Ethics in Leadership Programs
- Other Aspects of Ethics & Leadership

Followership
Convener: **Wendy M. Edmonds**, Professor, Behavioral Sciences & Human Services, Bowie State University

- The Dark Side of Followership
- Followership & Leadership as Social Systems
- Cross Cultural Examinations of Followership
- Followership & Technology
- Heroic Followership
- Other Aspects of Followership

Healthcare Leadership
Conveners: **Erin S. Barry**, Research Assistant Professor, Military & Emergency Medicine, Uniformed Services University of the Health Sciences; **Neil E. Grunberg**, Professor, Military & Emergency Medicine, Uniformed Services University of the Health Sciences

- Healthcare Learner & Early Career Education & Development
- Mid-Career Health Professional Education & Development
- Competencies, Entrustable Professional Activities, & Assessment
- Outreach to Patients & Communities
- Research Methods & Findings
- Other Aspects of Healthcare Leadership

Indigenous and First Nations Leadership

Conveners: **Erin Dixon**, Faculty & Researcher, Indigenous Leadership, Banff Centre for Arts and Creativity

- How Indigenous Wisdom Traditions Guide Leaders
- Decoloniality & the Work of Indigenous Leadership
- Indigenous Leadership on the Protection of Land, Waters, & Climate Change
- Exploring the Interface/Interspace Between Indigenous Knowledge & Other Knowledge Systems in Leadership
- The Power of Indigenous Knowledge in Leading Through Transgenerational Trauma & Living Life Well
- Other Aspects of Indigenous and First Nations Leadership

Leadership Development

Conveners: **Linda M. Pittenger**, Associate Professor, Organizational Leadership, Embry-Riddle Aeronautical University; **Janice L. Cardwell**, CEO and Founding Partner, Conceivers Leadership Development Group; VP; Campus and Academic Director, University of Phoenix Detroit Campus

- Approaches & Practices Across the Globe
- Coaching: Challenges, Methods, & Strategies
- Examinations of Situational & Sector Specific Challenges
- Creative & Practical Applications of Theoretical Concepts
- Addressing Diversity, Intersectionality, & Inclusion
- Other Aspects of Leadership Development

Leadership Education

Convener: **Heather A. Henderson**, Director & Faculty, Education, City University of Seattle

- Kindergarten - Grade 12 (K-12)
- Curricular, Co-curricular, & Collaborations
- Diverse & International Approaches
- Evaluation & Assessment
- Theory to Practice
- Other Aspects of Leadership Education

Leadership Scholarship

Convener: **Leigh Fine**, Assistant Director, Residential Communities and Programming, Honors Program, University of Connecticut

- Qualitative & Mixed Methods
- Quantitative & Mixed Methods
- Theoretical & Conceptual Approaches
- Historical & Philosophical Approaches
- Critical Theory Approaches
- Other Aspects of Leadership Scholarship

Peace Leadership

Conveners: **Amanuel Melles**, Director, NABC - Network for the Advancement of Black Communities and J. Augustine Chair in Community, Education & Diaspora, Faculty of Education York University; **Elizabeth Stork,** Professor, Organizational Leadership, Robert Morris University

- Peace-Building in Various Contexts
- Peace Diplomacy
- Conflict Resolution
- Peace Education
- Mercy, Trust, Reconciliation, & Justice
- Other Aspects of Peace Leadership

Philosophy, Religion, & Worldviews

Conveners: **John Shoup**, Professor & Executive Director, Leadership, Dr. Paul & Annie Kienel Leadership Institute – California Baptist University; **Alicia Crumpton**, Program Director/Online PhD Leadership Studies, School of Business and Public Leadership, Johnson University

- Philosophical Explorations of Leadership in Organizations and Societies
- Intersections of Leadership, Theological Beliefs, & Behaviors
- Leading in Pluralist Contexts With Differing Worldviews & Values
- Dignity & Respect, Recognition of Humans' Intrinsic Value
- Affirming Practices Contributing to Relational Interconnectedness
- Other Aspects of Philosophy, Religion, & Worldviews

Public Leadership

Convener: **Kristin J. Tardif**, Associate Professor, University of Arkansas Fort Smith

- Addressing Challenges & Crises in Context
- Capacity Building Models & Approaches
- Multi-Stakeholder Engagement for Diversity & Inclusion
- Social Movements & Social Change
- Democracy & Civic Engagement
- Other Aspects of Public Leadership

Sustainability Leadership

Conveners: **Natalie J. Coers**, Lecturer of Global Agricultural Leadership Development, Agricultural Education and Communication, University of Florida; **Paul Kosempel**, Associate Director & Teaching Professor, Pioneer Leadership Program, University of Denver

- Exploring the Intersection of Social & Environmental Justice
- Centering Indigenous & Multicultural Wisdom in Leadership for Sustainability
- Sustainability, Leadership, & Systems Change
- Restorative/Regenerative Leadership and Design
- Sustainability Leadership Methodology & Pedagogy
- Other Aspects of Sustainability Leadership

Women & Leadership

Conveners: **Liza Howe-Walsh**, Senior Lecturer, Organisation Studies and Human Resource Management, University of Portsmouth; **Randal J. Thompson**, President & CEO, Dream Connect Global

- Women in STEAM
- Women's Career Development
- Women, Global Talent, & Strengths
- Women in Sport, Health, & Wellness
- Multigenerational Perspectives & Programs
- Other Aspects of Women & Leadership

Youth Leadership

Conveners: **Shanita Baraka Akintonde**, Professor, Communication, Columbia College Chicago; **Stephanie Van Dellen**, Visiting Assistant Professor, Purdue University Fort Wayne

- Exploring Program & Organizational Best Practices
- Supporting Social Justice, Community Initiatives, & Citizenship
- Promoting Generational Approaches & Programs
- Expanding Technology, Tools, & Resources
- Examining Theories, Assessment, & Research
- Other Aspects of Youth Leadership

Other

Please consider the above streams carefully before opting to select other.

Submission Types
(Presentation Formats)

In order to best fit the specific needs of the diverse ILA global conference participants, there are different types of sessions at ILA's global conference ranging from experiential workshops to quantitative research papers. Please review our definitions here to be sure you select the right format for your proposal.

In the online proposal system, presentation formats are divided into two categories to delineate between complete, stand-alone sessions and individual presentations, which are submissions that are meant to be grouped with others. In addition, ILA offers pre- and post-conference in-depth session opportunities (these categories will be listed under the Session heading in the online system). Detailed descriptions of these categories and proposal types follow.

Pro Tip: *Be sure to review participant role definitions and the evaluation criteria used for each submission type prior to submitting!*

Sessions (Pre-Grouped Presentations)

These are complete, stand-alone sessions for which several presenters have agreed in advance to group their work. ILA strongly prefers submissions of this nature and encourages all individuals interested in presenting at the conference to reach out to others and submit a complete session. ILA members are invited to use the HubILA discussion group on ILA Intersections for this purpose. **Please note that panel and workshop submissions are not double-blind reviewed; presenter qualifications will be considered during the review process.**

Panel Discussion

An informed dialog or debate on a topic by 3-6 people with contrasting or complementary points of view, moderated by a chairperson, with time reserved for audience participation, questions, and comments. While panelists are encouraged to make short opening comments, the majority of the session time should be spent in unscripted discussion or debate among the panelists. **Formal presentations are not appropriate for this type of session.**

Proposals for a panel discussion must include a title, short description, and detailed abstract. The detailed abstract must include the names of the panelists, their affiliations, and an explanation about why/how the panelists are qualified to serve on the panel. Participant roles are Chair (one is required) and Presenter (minimum of 3, maximum of 6). *Be sure your proposal addresses the criteria used to evaluate panels prior to submitting!* See pages 13-17.

Symposium

Three to six concise, oral presentations on a specific common topic (which may include explorations of best practices, model programs, case studies, theory building, research findings, pedagogy, etc.) that have been pre-grouped into a session and submitted with a chair identified, with time reserved for a moderated discussion by a commentator as well as Q&A from the audience.

Proposals for a symposium must include an overall title and short description for the proposed session. In addition, the submitter will gather and enter titles, short descriptions, and detailed abstracts for each of the proposed presentations. (*Note: In the CFP system, you will need to click on "Add a Paper" on the second page of the form to enter the information about each presentation within the symposium.*) All short descriptions and detailed abstracts should be free of participant-identifying information. Available participant roles for the overall symposium are Chair (1 required) and Commentator (1 required). Available participant roles for each presentation within the symposium are Presenter (1-3) and Contributor. *Be sure your proposal addresses the criteria used to evaluate symposiums prior to submitting!* See pages 13-17.

Workshop

An interactive demonstration or experiential session rooted in participation and active learning. Half or more of the time must be dedicated to experiential learning and active audience participation focused on the development of new skills, techniques, or proficiencies. The proposal must include the learning outcomes, an explanation of the interactive components, and a brief overview of how the time will be used. In addition, names of the presenters, their affiliations, and an explanation about why/how they are qualified to lead the workshop must be included.

Proposals for a workshop must include a title, short description, and detailed abstract. Available participant role is Presenter (1-3; more than 1 is encouraged). *Be sure your proposal addresses the criteria used to evaluate workshops prior to submitting!* See pages 13-17.

Individual Presentations

Individual presentations are proposals that have not been submitted as part of a larger grouped session. The program committee will group three or more accepted, individual presentations together to form a complete session. *Please note: If an individual presentation or paper is accepted, the program committee may choose to re-categorize it as an interactive roundtable discussion or interactive display poster.* Individual presentations are blind-reviewed therefore, **all submissions in this category should be free of participant-identifying information.** Proposals that do not adhere to this rule may be subject to immediate rejection.

Presentation

A concise oral presentation on topics and issues of interest, which may include explorations of best practices, model programs, case studies, theory building, research findings, pedagogy, etc.

Proposals for a presentation must include a title, short description, and detailed abstract. Available participant roles are Presenter (1-3) and Contributor. *Be sure your proposal addresses the criteria used to evaluate presentations prior to submitting!* See pages 13-17.

Paper

A concise oral presentation of research or scholarly work documenting already-conducted research or theory development on leadership topics submitted with an accompanying paper. Paper proposals on leadership education topics will be considered for the "Most Publishable Leadership Education Paper" award.

Proposals for a paper must include a title, short description, and an uploaded paper at the time of submission. If the paper is not completed at the time of submission, choose Presentation instead of Paper. Available participant roles are Presenter (1-3) and Contributor. *Be sure your proposal addresses the criteria used to evaluate papers prior to submitting!* See pages 13-17.

Interactive Roundtable Discussion (IRD)

The IRD format is designed for engaging and stimulating small group discussions on a variety of leadership topics. This format is an excellent venue to receive targeted feedback and meet colleagues with common interests. The presenter(s) frames the topic, poses questions, and facilitates a discussion with participants who join the table. During the session, a bell will ring periodically allowing participants the opportunity to move to another roundtable or remain where they are.

Proposals for an IRD must include a title, short description, and a detailed abstract that includes the questions to be discussed. Available participant roles are Presenter (1-3) and Contributor. *Be sure your proposal addresses the criteria used to evaluate IRDs prior to submitting!* See pages 13-17.

Interactive Display Poster

An interactive display poster is a visual display of a paper, a research project, a developing idea, or an innovative program that is set up and presented by the creator(s) during the hosted poster session. Posters are an excellent format for receiving feedback from colleagues with common interests. Posters are encouraged from both emerging and established scholars, as well as from practitioners who are implementing innovative programs.

Proposals for a poster must include a title, short description, and a detailed abstract. Available participant roles are Presenter (1-3) and Contributor. *Be sure your proposal addresses the criteria used to evaluate posters prior to submitting!* See pages 13-17.

Film

New for this year! A film presentation is the opportunity to show and discuss a short film on a leadership topic at the conference.

Proposals for a film must include a title, short description, and a detailed abstract. Available participant roles are Presenter (1-3) and Contributor. *Be sure your proposal addresses the criteria used to evaluate films prior to submitting!* See pages 13-17.

Emerging Scholars Research Consortium Display Poster

For graduate students and junior scholars only.

A visual display (poster) of current research, set up and presented by the creator to an invitation-only group of seasoned senior scholars during the Emerging Scholars Research Consortium (ESRC) during the conference. In addition, accepted participants may be invited to publicly present their posters during the conference's hosted poster session. Accepted participants will be matched by research interest with a seasoned scholar prior to the conference and will engage in meaningful dialogue and receive valuable feedback and advice.

Graduate students and junior scholars interested in participating in the ESRC can apply to participate in two different ways.

1) Submit an ESRC Display Poster proposal, which must include a title, short description, and detailed abstract discussing the research in more detail. These submissions will be evaluated and reviewed solely for participation in the ESRC. The ESRC organizers will email additional questions in February about why you would like to participate in the ESRC. Available participant role is Presenter (1).

2) Submit an individual paper, presentation, or interactive display poster pertaining to your research and select the "Yes" button when asked if you would also like to have this proposal be considered for the ESRC. The proposal will undergo the standard submission review process for a concurrent session proposal. In addition, the ESRC organizers will email you additional questions in February about why you would also like to participate in the ESRC. *Note: This option is not available if you are submitting an Interactive Roundtable Discussion (IRD) proposal because the IRD and ESRC sessions typically take place at the same time.*

Pre- and Post-Conference Sessions

Full-Day and Half-Day Workshops

To create opportunities for more in-depth discussion or experiential learning, full-day and half-day workshops are open for proposal submissions. Full-Day Workshops (six hours each) are offered prior to the conference. Half-Day Workshops (three hours each) are offered prior to the conference and on the last day of the conference in the afternoon. These sessions require attendees to pay a separate registration fee; they are not included in the conference registration fee.

Held at an appropriate off-site location or on-site at the conference venue, these sessions often highlight local or regional models, activities, organizations, programs, or topics of interest to the ILA community and may emphasize the unique cultural aspects of the conference location. Full-day and half-day workshops are peer reviewed earlier than other conference submissions and selections are made in late February

Submissions for a full- or half-day workshop must include a title, description, a detailed abstract, and several additional fields specific to this proposal type (see below). Available participant role is Workshop Presenter (no limit). *Be sure your proposal addresses the criteria used to evaluate full or half day workshops prior to submitting!* See pages 13-17.

Evaluation Process & Criteria

Submission Review Process

The ILA Global Conference review process is a rigorous 3-step process. Proposals submitted on time and fulfilling all of the requirements will be forwarded for peer review.

Step 1: During the first round, proposals are read in a single-blind (for Workshop and Panel Discussion) or double-blind (for Presentation, Paper, Interactive Roundtable Discussion, and Interactive Display Poster) review by up to three reviewers and then ranked. The seven (7) general review criteria used to review proposals during this step are listed below.

Step 2: Stream Convener(s) will then read both proposals and reviewer evaluations of those that rank in the top 50% to identify and recommend a diverse collection of quality sessions that meet the stream's goals.

Step 3: Finally, the Conference Chair, Conference Program Session Chair, and ILA staff will review the recommendations of the streams, ensure that nothing was overlooked, and work together to create the overall conference program. Care is taken to scan the bottom 50% for any proposals for which review work may have been incomplete, English may not have been the submitter's first language, or the assigned reviewers erred in the review process.

General Evaluation Criteria

There are seven (7) general review criteria, each worth a maximum of five points. Each presentation type is referenced separately within each of the seven criteria.

After reading each proposal, the reviewer will score each criterion (Excellent = 5pts; Very Good = 4pts; Adequate = 3pts; Not Very Good = 2pts; Poor = 1pt) based on the following elements. Specifics about each are included below.

CRITERION 1: Problem or Possibility and Its Significance

Symposiums, Papers, Presentations, Films, Posters, and Roundtables

The proposal states a leadership problem, issue, need, or new idea and describes its significance. The content has a scholarly perspective and is based on research/theory, literature reviews, etc.

OR

The proposal addresses leadership practice. The problem, issue, need, or possibility is well articulated. The practice, the organizational context, and why the practice is significant for leadership are clearly described.

Panels

The proposal states a significant leadership problem, issue, need, or new possibility, along with the purpose and goals of the panel discussion.

Workshops

The proposal states a significant leadership problem, issue, need, or new possibility, along with the context, purpose, and goals of the workshop.

CRITERION 2: Framework

Symposiums, Papers, Presentations, Films, Posters, and Roundtables

The proposal has a scholarly perspective and is based on research/theory, literature reviews, etc.

OR

The proposal is based on practice grounded in a significant leadership framework.

Panels

The proposal is based on literature, theory, practice, or a significant leadership issue or new idea that is well articulated.

Workshops

The proposal is based on literature, theory, practice, or a significant leadership issue or new idea that is well articulated.

CRITERION 3: Content Significance

Symposiums, Papers, Presentations, Films, Posters, and Roundtables

If the proposal is based on scholarly research/theory, literature reviews, etc., the research questions/hypotheses are well articulated and address important questions and relationships. Research focuses on areas of key interest to business, government, and/or society.

OR

If the proposal is based on leadership practice, it addresses important questions and relationships that test existing knowledge, research, theory, and practice or lead to future exploration. It contributes important, new leadership knowledge by focusing on areas of key interest to business, government, and/or society.

Panels

The proposal shows how the session is based on a mastery of substantive content by the panelists, and how participation will contribute to attendees' knowledge and practice.

Workshops

The proposal shows how the session is based on a mastery of substantive content by the workshop facilitators, and how participation will contribute to attendees' knowledge and practice.

CRITERION 4: Design

Symposiums, Papers, Presentations, Films, Posters, and Roundtables

The proposal is based on scholarly research/theory, literature reviews, etc. The research design explained in the proposal is appropriate for answering the research questions. Data collection and analysis meet applicable standards of methodological rigor.

OR

The proposal is based on leadership practice and provides a detailed description of the design for the session as well as evidence that the design addresses a significant problem, issue, need, or new idea.

Panels

The proposal includes a detailed description of the panel format, explaining the questions that will be explored and how the panel session will benefit attendees. The proposal clarifies the roles of the panelists and states in what ways they are well-qualified to participate on the panel.

Workshops

The proposal includes a detailed description of the workshop format, explaining how the design will lead to outcomes that will benefit attendees. The proposal clarifies the roles of the workshop facilitators and shows how they have substantial experience relevant to leading / facilitating this workshop.

CRITERION 5: Outcomes, Results/Findings

Symposiums, Papers, Presentations, Films, Posters, and Roundtables

If the proposal is based on scholarly research/theory, literature reviews, etc., results and findings are derived logically and/or conceptually from methodology. Presentations, roundtables, and posters should include at least preliminary findings.

OR

If the proposal is based on leadership practice, it includes descriptions of outcomes of the practice, with metrics where appropriate, ensuring that the outcomes are realistically a result of the practice.

Panels

The proposal states the expected outcomes for panel attendees.

Workshops

The proposal states the expected outcomes from workshop participation.

CRITERION 6: Conclusions/Contributions/Innovation

Symposiums, Papers, Presentations, Films, Posters, and Roundtables

If the proposal is based on scholarly research/theory, literature reviews, etc., conclusions are well supported by the study. If research is still in progress, the conclusions may be based upon what has been done thus far.

OR

If the proposal is based on leadership practice, it briefly describes the main lessons learned, the next steps, and what future work could be done to refine the practice and its contributions.

Panels

The proposal provides evidence that the panel will explore a significant leadership issue in ways that make a substantial contribution to knowledge and/or practice. It suggests how the panel is innovative, creative, or based on a substantial degree of experience by the panelists.

Workshops

The proposal provides evidence that participation in the workshop is likely to make a substantive contribution to leadership knowledge and/or practice for attendees. It suggests how the workshop is innovative, creative, or otherwise valuable for the audience it is designed for.

CRITERION 7: Implications/Take-Aways

Symposiums, Papers, Presentations, Films, Posters, and Roundtables

If the proposal is based on scholarly research/theory, literature reviews, etc., the implications for contributing important, new knowledge to leadership are discussed. The proposal may suggest (or forecast) how research in progress will contribute to important, new knowledge when completed.

OR

If the proposal is based on leadership practice, it describes both the implications for practice and how these implications are important for leadership.

Panels

The proposal states how the panel will support participants in integrating something from the session into their own practice, teaching or research.

Workshops

The proposal states how the workshop will support participants in integrating something from the session into their own practice, teaching or research.

Pre/Post-Conference Workshops Evaluation Criteria

Full-/Half-Day Workshop proposals are evaluated by the conference committee in a single-blind review process. Reviewers will score each criterion (Excellent = 5pts; Very Good = 4pts; Adequate = 3pts; Not Very Good = 2pts; Poor = 1pt) based on the following elements:

- How well does the workshop support or enhance the conference theme?

- To what extent does the session use innovative ideas and approaches that could contribute meaningfully to learning and/or action?

- How well does the workshop emphasize the unique cultural aspects of the conference location?

- To what extent is the workshop inclusive?

- What level of excellence do we anticipate, given what we know of the presenters?

- To what extent does the workshop support the ILA's mission and vision?

Information Needed When Submitting

BEFORE YOU BEGIN the submission process, please be sure to gather the information listed below.

NOTE: The proposal system only allows for **plain text** to be entered into the text box fields. If you paste in formatted text with different font sizes, colors, bolding, italics, etc., it will appear as plain text. Please do not include tables, graphics, photos, etc. in these boxes. Formatted text and exhibits are only allowed in files that are uploaded for Paper submissions.

Participant Information: Name, contact information, and organizational affiliation/s for each confirmed presenter, chair, commentator, or contributor.

Presentation Stream and Speciality: Determine the best stream and speciality for your proposal. See pages 3-7 for details.

Presentation Format: Session (Grouped Presentations) or Individual Presentation.

Title: In title case (capitalize nouns, pronouns, adjectives, verbs, adverbs, subordinate conjunctions, and any word that is more than three letters long), 110 characters maximum, including spaces.

Short Description: (not applicable for Full-/Half-Day Workshop proposals) A brief description of the proposal, which will be used in the online and PDF programs. Remember the short description is what will entice attendees to your presentation room. 100 words maximum.

Description: (for Full-/Half-Day Workshop proposals only) A detailed description, which will be used on the ILA website, the online program, and in marketing material to advertise the full-/half-day workshop. 200-words maximum.

Detailed Abstract: (not applicable for Paper proposals) An expanded explanation of your proposal that will be used to review the proposal and to provide more information in the online program. 500-1,000-words maximum, excluding references.

References: If applicable to your submission, you may provide a list of references for the works/research cited in your detailed abstract. These should not be your personal or professional references. 1,000-words maximum. For Paper submissions, works cited/references should be included in the uploaded paper.

Papers: (for Paper submissions only) Uploaded papers are required at the time of submission but may be edited and re-uploaded before the 01 February deadline. The link to upload a paper is found on the submission summary (page 3) of the submission form. Papers will be read as part of the review process and must:

- Be free of author-identifying information (names, affiliations, etc.) everywhere in the document, as it will be distributed for a double-blind review. **Submissions that include author-identifying information may be subject to immediate rejection.** Accepted submissions will have the opportunity to upload revised, full papers with author-identifying information once scheduling is completed.

- Be between **2,000 – 2,500 words** (not including figures, tables, and references). Note: This paper is for review purposes only. Accepted submissions will have the opportunity to upload longer/complete papers once scheduling is completed.

- **Include a References section** of the works/research cited in your paper. This section does not count towards the above word limit.

- **Be formatted** as follows: Times New Roman 12-point font, double spaced, 1-inch (2.5 cm) margin, and 8.5 by 11-inch page setting.

- **Be uploaded** into the online CFP system before the submission deadline as a Word document or PDF that does not exceed 10 MB.

Participant Roles: Please note that not all roles are available for all proposal submission types. The CFP system will show you only those roles available for the proposal submission type you have selected.

Participants do not have to be ILA members; however, all participants must have a profile in the ILA database. Please visit the "Adding a Participant" section of this document for details. Note: ILA members receive the best rates on conference registration.

Presenter (presenting/attending): A contributor to, author of, or coauthor of the proposal content **who will attend and present** at the conference.

Chair: A person who acts as a session moderator. **For a symposium**, the chair will introduce and thank each presenter, keep time so none of the segments (presentation plus any questions) go over, and moderate any discussion after all have presented. **For a panel discussion**, the chair will act as a facilitator by briefly introducing the overall panel/panelists, posing discussion questions as necessary, moderating audience participation, and assisting with the session's flow. **Note**: *Symposiums require both a chair and a commentator. To maximize participation and role effectiveness, one person should not play both roles, nor should presenters serve in either role.*

Commentator: A person who draws meaningful connections between symposium presentations, provides useful feedback for presenters, and helps deepen the discussion. Commentators will review the abstracts and/or written papers prior to the conference, noting interesting aspects of each, drafting a few questions, and identifying the links between the papers/presentations. During the symposium, the commentator will share brief and constructive feedback, suggest areas for further exploration, note implications for the field, and offer themes or questions that bridge the papers/presentations. **Note**: *Symposiums require both a chair and a commentator. To maximize participation and role effectiveness, one person should not play both roles, nor should presenters serve in either role.*

Contributor (non-presenting): A person who has contributed to the proposal content but **will NOT present** at the conference. **Note**: *Contributors should not be listed for workshops, or panels. A contributor will be listed as "Co-Author" in the online and printed programs.*

Session Organizer (non-presenting): A person who has designed the session, organized the presenters, etc. and who acts as the main point of contact regarding the proposal. **This is a non-presenting, behind-the-scenes role, and Session Organizers are NOT listed in the program.** Session organizers who are also session participants must be listed a second time as a Presenter, Chair, Contributor, or Commentator on the proposal.

Workshop Organizer (non-presenting): A person who has designed a pre- or post-conference full-day or half-day workshop, organized the presenters, etc., and who acts as the main point of contact regarding the workshop. **This is a non-presenting, behind-the-scenes role, and Workshop Organizers are NOT listed in the program.** Workshop organizers who are also presenters should be listed a second time as a Workshop Presenter.

Workshop Presenter: A person who **will attend and present** a pre- or post-conference full-day or half-day workshop.

NOTE TO SUBMITTER: As the submitter, you will automatically be listed as a Presenter for interactive display poster, Emerging Scholars Research Consortium display poster, interactive roundtable discussion, paper, presentation, and workshop proposals or as a Session/Workshop Organizer for panel discussion, half-/full-day workshop, and symposium proposals.

- *If you are listed as Presenter and do not wish to be*, you must add at least one other presenter before removing yourself from the proposal.

- *If you are listed as Session/Workshop Organizer and do not wish to be*, you must add at least one other Session/Workshop Organizer before removing yourself from the proposal.

- Furthermore, please be aware that *Session/Workshop Organizers do not appear in the print program*. If you are participating in the session at the conference, please make yourself Presenter, Chair, Contributor, or Commentator in addition to Session/Workshop Organizer.

Additional Questions for Pre- and Post-Conference Workshops

Pre- and Post-Conference Workshop proposers will need to answer the following questions when submitting a proposal:

1. Why are the workshop leaders/presenters uniquely qualified to present this workshop?

2. How often have you facilitated this or similar workshops?

3. Who is the target audience for this workshop?

4. What will attendees gain from attending this workshop? Please provide two or more expected outcomes.

5. If this is a half-day workshop, on which day do you prefer to offer it: Thursday morning or Thursday afternoon, 5 November, OR Sunday afternoon, 8 November? Please note that while we will do our best to honor your preferred date if your proposal is accepted, we cannot guarantee that your workshop will be scheduled on the date you select.

6. Explain why the session requires more than 90 minutes (the longest conference concurrent session); what makes it different.

7. What is the minimum number of attendees you are comfortable offering the workshop to?

8. What is the maximum number of attendees you are comfortable offering the workshop to?

9. Proposed location/venue and its significance?

10. How does this workshop support the conference theme?

11. What are the venue, transportation, and refreshment costs if you are taking your workshop off-site?

12. Regardless of its location, do you anticipate the need for food & beverages?

13. What are the other costs or financial liabilities for this workshop, such as handouts, books, or organizer fees?

Tips for Submitting

Adding a Participant

As you organize your submission, ask your co-participants if they are already part of the ILA, and, if not, you'll need their name, title, organization, and email address. You can go here (https://ila.memberclicks.net/addcopresenter) and type their email address to see if they are already in the system. If they are new to ILA, you should add them before you begin your submission or ask them to add themselves. **IMPORTANT**: *It takes an hour for the ILA database and the CFP systems to sync, so create new profiles at least one hour prior to beginning the submission process.*

Other Tips

- It is important to **review the evaluation criteria** before submitting as more details about requirements are included in this section based on the review criteria. See pages 13-17.

- **Create your submission in a word-processing program first and save it.** Use only plain text (i.e., no bold, italics, headers, etc.) Copy and paste information into the online system. This will save you valuable time and effort – and ensure that you do not lose your proposal information if the system times out (see next bullet point) or you encounter other technical difficulties.

- **The online submission system will timeout after 60 minutes** if you stay on the same page. You can refresh your session by clicking on the timer in the gray header at the top of every page. **Note**: If you time out of the session and have not finished submitting your proposal, you will have to start over. **A proposal is not saved until it is completely submitted.**

- The proposal system only allows for **plain text** to be entered into the text box fields. If you paste in formatted text with different font sizes, colors, bolding, italics, etc., it will appear as plain text. Please do not include tables, graphics, photos, etc. in these boxes. Formatted text and exhibits are only allowed in files that are uploaded for Paper submissions.

- Be sure to **click the "Accept and Continue" button at the bottom of each page** until you reach the confirmation page. Proposals will not save to the system if you exit before reaching the confirmation page. **When a proposal is successfully submitted, the system will display a confirmation page and will send a confirmation message** to the email address in your ILA profile. Proposals will not save to the system if you exit before reaching the confirmation page.

- **IMPORTANT**: Symposium, Presentation, Paper, Interactive Roundtable Discussion, Interactive Display Poster, and Film proposals undergo a double-blind peer-reviewed evaluation process. Therefore, proposal titles, descriptions, detailed abstracts, and uploaded papers must not include specific, participant-identifying information. Participant information is entered in separate fields that will be hidden during the blind review. **Proposals of these formats that include participant-identifying information may be subject to immediate rejection.** Accepted proposals will have the opportunity to revise and include identifying information at a later date.

NOTE: Workshop, Panel, and Full-/Half-Day Workshop proposals can and should include participant-identifying information. In order to properly assess the proposals, reviewers and the program team need to have a clear picture of who will be participating and the level of their expertise.

- Please follow the *ILA Style Guide* (http://ila-net.org/files/ILA-Style-Guide.pdf) when entering your proposal. This two-page document covers the most common style issues such as serial commas, capitalization, and more. If it's not covered in the style guide, we prefer AP for its readability and APA for references and citations.

- **You can edit your proposal until the 1 February 2020 submission deadline. Log in to the CFP system (coming soon) with your ILA credentials, click on "Submit or Edit a Proposal" on the Submitter Menu, then click on the "edit" link next to the title of the proposal you wish to edit. In order to save all changes, click on the "Accept and Continue" button at the bottom of each page until you reach the confirmation page. If you exit the proposal without clicking on all the "Accept and Continue" buttons, your edits will not be saved.**

General Information & Requirements

Conference Registration is Required

All <u>presenters</u>, <u>chairs</u>, and <u>commentators</u> are required to register and pay published conference fees by a deadline that will be advised in acceptance messages. If your proposal is accepted, individuals in these roles (presenter, chair, commentator) must register for the conference. Accepted proposals will not be scheduled until registration is complete.

Proposal Guidelines

Please be sure to review all proposal requirements prior to submitting. **Submissions that do not follow the requirements will not be considered.**

Consent of Presenters

All participants listed in a proposal must have given their consent to be part of the proposal prior to submission. It is the responsibility of the proposal submitter to adhere to this rule for all individuals listed in the proposal, whether or not they will present.

Scheduling Requests

The ILA does not take scheduling requests. If accepted, concurrent session presentations will be scheduled on Friday, 6 November (all day), Saturday, 7 November (all day), or Sunday, 8 November (no later than 12:00 pm). Pre-/Post-Con Workshops will be scheduled on Thursday, 5 November (all day) and Sunday, 8 November (afternoon). By submitting a proposal, submitters are confirming the availability of all presenting participants for these days.

Affiliation Listings

The names and affiliations (e.g., title, department, organization) of all scheduled presenters, contributors, chairs, workshop presenters, and commentators will be listed in the program book. The information will be pulled directly from an individual's ILA profile. Participants can edit their profiles at https://ila.memberclicks.net/edit-profile. **Note**: it is not possible to edit this information in the CFP system.

Questions?

To view complete information related to the conference, please visit http://www.ila-net.org/2020global/

If you have questions or need assistance with the CFP, please contact us at Global2020CFP@ila-net.org or call +1 (202) 470-4818 and press the number zero.

If you have trouble logging into your ILA profile, please contact our membership team at membership@ila-net.org or call +1 (202) 470-4818 and press the number zero.

Acknowledgement of Terms

By submitting a proposal to the Call for Proposals, I understand and agree to the following:

- *For Symposium, Presentation, Paper, Interactive Roundtable Discussion, Interactive Display Poster, and Film proposals only*: The submission title, short description, detailed abstract, and uploaded paper (if applicable) is free of names, affiliations, and any other identifying information related to submitters, presenters, contributors, chairs, or commentators. Submissions that include any identifying information may be subject to immediate rejection.

- All participants listed on a proposal have given their **consent** to be part of the proposal

- Accepted proposals may be assigned a different presentation format than was originally submitted. I**f a proposal is accepted, it is incumbent upon the submitter/participants to make note of the assigned presentation format before confirming participation in the conference.**

- If accepted, each presenting participant (Presenter, Chair, Commentator) must confirm their participation by registering for the conference **by 10 June 2020**. *Failure to register for the conference by 10 June may result in a presentation's or a presenting participant's removal from the program and the presentation slot offered to someone committed to attending.*

- **ILA does not pay** presenting participants honoraria, reimburse expenses (e.g. travel, lodging, or copying), or waive conference registration fees.

- **The ILA does not take scheduling requests**. If accepted, concurrent session presentations will be scheduled on Friday, 6 November (all day), Saturday, 7 November (all day), or Sunday, 8 November (no later than 12:00 pm). Pre-/Post-Con Workshops will be scheduled on Thursday, 5 November (all day) and Sunday, 8 November (afternoon). **By submitting a proposal, submitters are confirming the availability of all presenting participants for these days.**

Thank You & See You in San Francisco!