**ASEEES 52nd Annual Convention**

Washington, DC • Thursday, November 5 to Sunday, November 8, 2020

**Deadline: 11:59pm PT, February 15, 2020**

**Late proposals will not be accepted**

Please email proposal to: aseees.proposal@pitt.edu DO NOT mail or fax the form.

**PANEL PROPOSAL**

**A PANEL** entails presentation of prepared papers (distributed in advance to a discussant) on a related topic or theme, followed by structured discussion of those papers. A panel must have a Chair**, a minimum of 3 to maximum of 4 paper presentations**, and at least one discussant (max. two).A paper can be co-authored. While one role per participant is strongly preferred, **the Chair may serve also as a discussant or a paper presenter, if necessary. However, a paper presenter cannot be a discussant on the same panel.**

**IMPORTANT:** Before you start the submission process, please read the [general rules for convention participation](http://www.aseees.org/convention/rules) and make sure that your proposal is in line with the rules.

**TWO-SESSION/ONE-PAPER RULE**: A convention participant may appear on the program inno more than two sessions(panels, roundtables, lightning rounds) and may presentonly one paperon a panel. Roundtable or lightning round presentation does not count as a "paper" presentation.Please make sure that your panelists are in compliance with this rule and the paper presenters are not submitting a paper on another proposal.

The organizer of the session **must** be a current **ASEEES member** in order to submit the proposal. To become a member, click [HERE](http://www.aseees.org/membership/individual). Please review the membership rules for convention participation [HERE](http://aseees.org/convention/rules).

**The proposal must be typed in mixed case (Do not type in all caps or all lower case). Hand-written proposals will NOT be accepted.**

**SESSION CATEGORY/KEYWORDS FOR SCHEDULING**: You must select a [session category](http://www.aseees.org/convention/categories), which will be used for scheduling purposes only. You should select a category that best fits your session and will likely have other sessions against which your panel should not be scheduled. Please include up to 5 keywords to help the program committee avoid scheduling conflicts.

|  |  |
| --- | --- |
| **Session Category** (Select one – scheduling use only) | Choose an item. |
| **Panel Title**  |  |
| **Abstract**Provide a 1 paragraph description of the session topic, in language that would be clear to someone who is not a specialist on the topic.  |  |
| **Keywords**Please enter up to 5 keywords for the session topic, which will be used to avoid scheduling conflicts of similar sessions.  | [Examples include: Tolstoy, Pushkin, poetry, science fiction, Hungary, Romania, Central Asia, Balkans, Roma, Warsaw, St. Petersburg, Stalin, Putin, WWI, WWII, 18th century, post-socialist, nationalism, migration, digital humanities] |
| **Est. Attendance** | Choose an item. |
| **Sponsored by an ASEEES affiliate organization?** | [ ]  Yes [ ]  NoIf yes, enter affiliate organization’s name:Choose an item. |
| **Scheduling Request** | NOTE:If you agree to participate in the ASEEES Convention, you agree to be scheduled during any of the planned sessions. We will honor specific scheduling requests **ONLY for religious reasons.** Please enter such request below.  |
| **A/V** | Will you require a digital projector for your presentation/session?[ ]  YES NO [ ]  |
| **Panel Organizer****Organizer must be a current ASEEES member to submit the proposal.** |
| Name |  |
| Email |  |
| **Panel Chair** |
| Name |  |
| Email |  |
| Institutional Affiliation |  |
| Position |  |
| CV Information Please include: education (institution, discipline, highest degree earned, year received/ expected to receive.); most recent teaching/work experience related to field; most recent publications or conference papers. For graduate students: indicate current program status.  | [Please be brief – no more than a paragraph. If you already added your information into the “CV Information” textbox under “My Information” on the ASEEES Member site, then you do not need to complete this portion.] |
| **Panel Discussant**  |
| Name  |  |
| Email |  |
| Institutional Affiliation |  |
| Position |  |
| CV Information Please include: education (institution, discipline, highest degree earned, year received/ expected to receive.); most recent teaching/work experience related to field; most recent publications or conference papers. For graduate students: indicate current program status.  | [Please be brief – no more than a paragraph. If you already added your information into the “CV Information” textbox under “My Information” on the ASEEES Member site, then you do not need to complete this portion.] |
| **Panel Discussant #2 (Only one discussant is required)** |
| Name  |  |
| Email |  |
| Institutional Affiliation |  |
| Position |  |
| CV Information Please include: education (institution, discipline, highest degree earned, year received/ expected to receive.); most recent teaching/work experience related to field; most recent publications or conference papers. For graduate students: indicate current program status.  | [Please be brief – no more than a paragraph. If you already added your information into the “CV Information” textbox under “My Information” on the ASEEES Member site, then you do not need to complete this portion.] |
| **Paper #1****Please enter in the order of appearance in the program.**  |
| Paper Title |  |
| Paper AbstractProvide a 1-3 sentence description of paper, in language that would be clear to someone who is not a specialist on the topic. |  |
| Author’s Name |  |
| Email |  |
| Institutional Affiliation |  |
| Position |  |
| CV Information Please include: education (institution, discipline, highest degree earned, year received/ expected to receive.); most recent teaching/work experience related to field; most recent publications or conference papers. For graduate students: indicate current program status.  | [Please be brief – no more than a paragraph. If you already added your information into the “CV Information” textbox under “My Information” on the ASEEES Member site, then you do not need to complete this portion.] |
| Co-author’s Name, Email, Affiliation, Position |  |
| Co-author’s CV Information  | [Please be brief – no more than a paragraph. If you already added your information into the “CV Information” textbox under “My Information” on the ASEEES Member site, then you do not need to complete this portion.] |
| **Paper #2** |
| Paper Title |  |
| Paper AbstractProvide a 1-3 sentence description of paper, in language that would be clear to someone who is not a specialist on the topic. |  |
| Author’s Name |  |
| Email |  |
| Institutional Affiliation |  |
| Position |  |
| CV Information Please include: education (institution, discipline, highest degree earned, year received/ expected to receive.); most recent teaching/work experience related to field; most recent publications or conference papers. For graduate students: indicate current program status.  | [Please be brief – no more than a paragraph. If you already added your information into the “CV Information” textbox under “My Information” on the ASEEES Member site, then you do not need to complete this portion.] |
| Co-author’s Name, Email, Affiliation, Position |  |
| Co-author’s CV Information  | [Please be brief – no more than a paragraph. If you already added your information into the “CV Information” textbox under “My Information” on the ASEEES Member site, then you do not need to complete this portion.] |
| **Paper #3** |
| Paper Title |  |
| Paper AbstractProvide a 1-3 sentence description of paper, in language that would be clear to someone who is not a specialist on the topic. |  |
| Author’s Name |  |
| Author’s Email |  |
| Institutional Affiliation |  |
| Position |  |
| CV Information Please include: education (institution, discipline, highest degree earned, year received/ expected to receive.); most recent teaching/work experience related to field; most recent publications or conference papers. For graduate students: indicate current program status.  | [Please be brief – no more than a paragraph. If you already added your information into the “CV Information” textbox under “My Information” on the ASEEES Member site, then you do not need to complete this portion.] |
| Co-author’s Name, Email, Affiliation, Position |  |
| Co-author’s CV Information  | [Please be brief – no more than a paragraph. If you already added your information into the “CV Information” textbox under “My Information” on the ASEEES Member site, then you do not need to complete this portion.] |
| **Paper #4** |
| Paper Title |  |
| Paper AbstractProvide a 1-3 sentence description of paper, in language that would be clear to someone who is not a specialist on the topic. |  |
| Author’s Name |  |
| Author’s Email |  |
| Institutional Affiliation |  |
| Position |  |
| CV Information Please include: education (institution, discipline, highest degree earned, year received/ expected to receive.); most recent teaching/work experience related to field; most recent publications or conference papers. For graduate students: indicate current program status.  | [Please be brief – no more than a paragraph. If you already added your information into the “CV Information” textbox under “My Information” on the ASEEES Member site, then you do not need to complete this portion.] |
| Co-author’s Name, Email, Affiliation, Position |  |
| Co-author’s CV Information  | [Please be brief – no more than a paragraph. If you already added your information into the “CV Information” textbox under “My Information” on the ASEEES Member site, then you do not need to complete this portion.] |