

# UC UCEA Convention 2023

## Submission Details

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### Submission Guidelines

Proposals should not exceed 3 single-spaced pages (about 1,500 words or 6,000 characters) using 12-point font (Times New Roman). Reviewers are not required to read beyond the third page.

References are **required** and **must not exceed 1 single-spaced page** (about 400 words or 2,200 characters).

**By submitting a proposal, an individual is entering a professional agreement to**

- **Review proposals for the convention;**
- **Attend and deliver the content described in the proposal;**
- **Share a copy of the work with session attendees, in the event a paper is being presented; and**
- **Register for the Convention**

Proposal deadline is **Friday, May 12, 2023**. Furthermore, *as a professional courtesy*, lead authors should email an advance copy of their paper to the session facilitator and other session participants by **November 1, 2023**.

Ignite presenters are expected to email a two-page summary of the talking points they will be sharing at the convention with the session facilitator prior to the November 1 deadline.

### Participation Limits

In an effort to promote broad participation in the annual convention, an individual may appear as first author on ***no more than two*** proposals. In addition, an individual may appear on the program ***no more than four*** times in the role of presenter.

The participation limit does not include service as facilitator or participation in invited sessions or any session connected with UCEA headquarters, committees, or publications.

### Criteria for Review of UCEA Convention Proposals

All proposals will be subject to anonymous, peer review by three reviewers. ***Proposals MUST NOT include names of session organizers or presenters.*** Reviewers are not required to read proposals that are not anonymous.

Primary authors of submitted proposals agree to serve as proposal reviewers.

### Proposal Reviewers

UCEA invites all convention attendees and participants to serve as reviewers for the 2023 Convention whether or not they have submitted a proposal. UCEA encourages all submitters to invite any faculty coauthors to participate in this important professional activity. Individuals can volunteer to serve as a reviewer on the UCEA website.

**The deadline for completed proposal reviews is June 2, 2023.** Be sure to add [uceaconvention@gmail.com](mailto:uceaconvention@gmail.com) to your Safe Senders in your email settings.

## Participant Registration and Attendance Requirement

All presenting authors of accepted papers and all participants in accepted sessions (including session facilitators) are required to register for, pay in full, attend the annual Convention, and to be present at the scheduled sessions. Submission is a commitment to do so.

## Proposal Submission Deadline

Proposals must be received by **Friday, May 12, 2023, by 11:59 pm EDT**. The deadline is a week later than previous proposal submission deadlines. Therefore, **no deadline extension will be provided this year**.

All proposals must be submitted electronically through All Academic by visiting the UCEA website (<http://www.ucea.org>). This site will officially open March 22, 2023.

## Graduate Student Summit

Successfully launched at the 2012 Convention in Denver, the Graduate Student Summit will be returning once again this year for the 2023 Convention in Minneapolis, MN. All graduate students are invited to submit proposals for this preconvention event.

Further details regarding the Graduate Student Summit call for proposals can be found on the [Graduate Student](#) portion of the UCEA [website](#).