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# **Call for proposals and guide to submissions**

**Teaching and Learning Conference 2021:**

Teaching in the Spotlight: What is the Future for HE Curricula?

**6 – 8 July 2021**

**Hosted on the Advance HE virtual conference platform**

**Deadline for submissions: midnight 22 January 2021**

Submissions should be made at [**our online site**](https://advance-he.onlinesurveys.ac.uk/tl-21-submissions).

## Overview:

Teaching in the Spotlight: What is the future for HE Curricula?

Teaching in higher education has never been under such scrutiny as during 2020 and this continues into the new academic year. Ongoing debates around teaching excellence, fees, value, the student experience, inclusion, equality impact and more have been further scrutinised and added to by the global pandemic.

Some of the consequences have been:

* A rapid move to fully virtual teaching in March 2020, meaning as a result everyone having a view on the ‘new’ student experience
* the value now for students compared to the ‘traditional’ HE model
* the impact on physical elements of courses such as field work or laboratory sessions
* the rapid change in assessment methods and engagement strategies
* how the curriculum supports equality, inclusion and diversity in a virtual world.

So what is the future for HE curricula? Has the urgency for digital learning caused a seismic shift in HE delivery that will change the future of the sector? Have inequalities in higher education been narrowed or have new ones emerged? Do we have a workforce with the skills required to deliver this new model of HE? Do the curricula we have deliver the skills and knowledge graduates need for the post-pandemic world? And where do we go from here as we move through the 2020-21 academic year and into 2021-22 and beyond?

The focus on enhancing all aspects of teaching and learning remains a critical issue for those seeking to provide an outstanding student experience at all levels of taught provision. Curricula are at the heart of excellent teaching and all aspects of this have changed as never before during 2020.

Advance HE’s Teaching and Learning Conference 2021 will continue to position the spotlight firmly on teaching in a global context. With particular reference to this year, the conference will explore where we go from here in terms of teaching and learning in HE, and how will we deliver the curricula of the future. Minister of State for Universities, Michelle Donelan MP, said on 10 September 2020:

*‘Let’s face it - there have not been many upsides to the pandemic. But the resilience and innovation that you have shown has not only been impressive, but has also led to changes in the delivery and accessibility of higher education forever.’*

**Conference aims:**

The conference will:

* Create space for delegates to engage in creative thinking around teaching and learning towards continuous curriculum enhancement and innovation
* Increase knowledge and confidence of delegates to continue to develop and improve their teaching practice and have a positive impact on the success of their students
* Engage with leaders and influencers from across the HE sector who share the passion for teaching and learning for student success in HE
* Examine how curriculum design can positively advance inclusion and equality.

**Thematic areas:**

The theme *Teaching in the Spotlight: What is the Future for the HE Curricula?* will address the following thematic areas:

1. **The future for HE curricula**

Are current curricula still fit for purpose? What evaluation and impact work has been undertaken since the switch to digital T&L? How has this evolved into the blended, flexed, hybrid model of T&L? What have we learnt and how do we need to react to ensure curricula remain relevant and impactful?

1. **The future for embedding race equality in curricula**

How are you making your teaching/curriculum anti-racist? How are you embedding learning in your discipline that helps students interrogate biases and privilege? How are you centring diverse voices/experiences in your curriculum?

1. **The future for supporting retention strategies through curricula**

How do we aid student transition and retention in a digital age? How are you identifying new issues in transition with distanced students? How have retention practices had to change?

1. **The future for student engagement in curricula**

How are you ensuring students are still critical partners in teaching and learning? How do you engage with students on T&L work outside of Student Union reps and formal committees? How are students engaged in co-design and co-delivery in an era of digital, distanced and blended approaches?

1. **The future practitioner**

Are you a flexible practitioner?How are you helping students navigate engagement across different platforms? How are you ensuring inclusivity and equality in digital, distanced, blended and flexed approaches? How are we shaping the HE workforce of the future?

1. **The future for inclusive assessment and feedback approaches**

What are the implications for the future of assessment and feedback of hybrid or digital teaching?

1. **The future for enterprise and employability in the curricula**

In a pandemic era and beyond, enhancing enterprise and employability within curriculum development is essential to enabling student success. How are you addressing this on your modules, programmes, across schools and faculties?

## Conference structure and strands:

The conference will take place over three days, delivered via our virtual conference platform. Theme 1: The future for HE curricula will run across all three days, along with two other interconnected themes as indicated below:

| **Day 1 Tuesday 6 July 2021** | **Day 2 Wednesday 7 July 2021** | **Day 3 Thursday 8 July 2021** |
| --- | --- | --- |
| **Theme 1:**  The future for HE curricula | **Theme 1:**  The future for HE curricula | **Theme 1:**  The future for HE curricula |
| **Theme 2:** The future for embedding race equality in curricula | **Theme 4:** The future for student engagement in curricula | **Theme 6:** The future for inclusive assessment and feedback approaches |
| **Theme 3:** The future for supporting retention strategies through curricula | **Theme 5:** The future practitioner | **Theme 7:** The future for enterprise and employability in the curricula |

Each day will feature a programme of live keynote speakers and panel sessions, plus live parallel workshops and interactive breakout sessions, an extensive programme of on-demand oral presentations and a virtual poster exhibition.

The conference platform will also feature a social networking area for delegates and presenters to connect virtually and discuss current issues affecting higher education today and into the future, a virtual resources centre where you can access current Advance HE publications and related resources, and virtual information and exhibitor stands to browse at your leisure.

There will also be a series of social activities across the three days, allowing further networking opportunities for delegates to replace the usual social elements of a face-to-face event. Full details of these will be given when the programme is published in early 2021.

All live sessions will be recorded and made available for delegates attending on a given day to access after delivery. On-demand sessions are pre-recorded by the presenters and will be available to view throughout the day at delegates’ leisure. All recorded live sessions, on-demand sessions and posters will be available to delegates and presenters for 30 days following the conference.

## Proposals/session type options:

Proposals are sought against any of the seven thematic areas above, across all disciplines, although please be aware of the day(s) on which these thematic areas are scheduled.

Submissions can be discipline focused, interdisciplinary or multi-disciplinary in nature.

Proposals are welcomed from individuals or teams from across a single institution, or involving multiple institutions, employers and other partners, and especially from individuals of underrepresented groups. Proposals are also welcomed from students, student unions or other student bodies. Creative collaborations between academic teams and professional service teams. The conference aims to showcase a wide and diverse range of work, activities and creative practice. Individuals may submit against more than one session type, but should select the most relevant thematic area.

Submissions can be for any of the following session formats:

1. **Live interactive breakout session** (60 minutes)

Interactive breakout sessions engage participants with peer-learning activities and discussions in numerous possible formats, including round-table learning cafés, debates, crowdsourcing sessions and ‘unconference’ gatherings. This is your opportunity to be inventive in this virtual space to achieve optimum engagement and learning with delegates. Live interactive breakout sessions will be scheduled into the programme in parallel sessions alongside other interactive sessions and workshops.

1. **On-demand oral presentation** (20 minutes)

Oral presentations should aim to give a brief summary of a piece of research or a project, either completed or still in progress. Oral presentations should be pre-recorded by presenters and are offered as on-demand sessions available for delegates to watch throughout the day and for 30 days after the conference. Each recorded presentation should last no longer than 20 minutes. Delegates are able to contact presenters directly with questions about their sessions, but live chat is not available. A live networking session will be scheduled into the live programme to allow presenters to engage with delegates and discuss their sessions.

1. **Live workshop session** (60 minutes)

Workshops are for one hour and attempts should be made to deliver an activity-based session within the confines of the virtual platform. They should involve participation and an exploration with delegates about the outcomes of the activity or activities. Live workshop sessions will be scheduled into the programme in parallel sessions alongside other workshops and interactive sessions.

1. **Virtual poster presentation**

Posters give an alternative approach for the presentation of current research or new work. Posters should be an eye-catching visual representation of a topic, potentially including graphics, tables, charts, text, and images (additional details can be shared via virtual ‘handouts’). Posters will be displayed throughout the conference for informal browsing, but contributors will be asked to be **available for discussion** at a dedicated time within the live programme. Posters should be created as PDFs to be submitted in advance of the conference.

1. **Pre-recorded Ignite session, plus live Q&A** (5 minutes)

Ignite sessions are a fast and energetic way to deliver your presentation, with 20 slides being delivered over 5 minutes in 15-second intervals. Presentations will be grouped together into batches of three to keep the momentum flowing and pre-recorded on the Advance HE platform ahead of the conference. The recording will be broadcast to delegates as part of the live programme, followed by a live Q&A session with the presenters. Ahead of the recording sessions, presentations need to be completed on a branded, timed PPT template which will be sent to you should your submission be successful. See the [Ignite website](http://www.ignitetalks.io/) for more details.

1. **Live/pre-recorded Soapbox session** (5 minutes)

This session provides delegates with a 5-minute platform to have their ideas heard. Individuals can submit proposals outlining ideas for future collaborative projects, highlighting innovative ideas or technologies, or simply voice an opinion about a current issue within higher education. Depending on the number of submissions received, these will either be scheduled into the live programme, or pre-recorded and made available to delegates as on-demand recordings. This session type encourages the sharing of any new projects or new research proposals likely to be of interest to the audience. The format is informal and delegates will have the opportunity to network with soapbox speakers after the session in the networking area. All projects will be featured on the Advance HE Connect platform within the Teaching and Learning Conference Group following the session to allow further collaboration and connections.

## Submission guidelines:

Submissions should be made at [**our online site**](https://advance-he.onlinesurveys.ac.uk/tl-21-submissions)**.**

**Deadline for submissions: midnight 22 January 2021**

The following provides an outline of the information required in your submission.

**Privacy statement:**

Before commencing your submission, please ensure that you understand how we will store and use any personal data provided on the submission form by reading our [privacy statement](https://www.advance-he.ac.uk/privacy-notice-general-surveys).

**Contact details:**

Please include details for the lead presenter (and main person for correspondence), as well as contact details for all contributors who intend to co-present at the conference. Short biographies should be provided which will be added to the conference platform and made available for all conference delegates to view. Biographies should be no longer than 100 words and should be written in the third person singular.

**Title of session:**

Please give your session a name that describes your session concisely and attractively to audiences. On request, the title of your session can be changed ahead of publishing the programme, but as standard, this will be the title used for the programme and in all publicity of your session.

**Thematic area/Delivery day:**

Please indicate which of the seven thematic areas your submission is aligned to, and take note of the day one which these thematic areas are scheduled. You are only able to select one thematic area.

As a minimum, presenters of both live and on-demand sessions will be required to attend the conference on the day their session is scheduled to be delivered/aired and be available to conference delegates at scheduled times in the networking area for discussion and questions. Please ensure that, if your submission is accepted into the conference programme, you are available to attend the conference on that day.

On-demand presentations will be searchable by thematic areas to enable delegates to easily search for their specialist areas or interests. These will also assist us in the scheduling process to avoid timetabling clashes of complementary work.

**Session type:**

Please select the session type that most closely relates to the session that you wish to deliver. Please be aware of the differing lengths of the sessions available. You may select more than one session type if you wish and our reviewers will decide which session type is most appropriate for our programme. Please see above for further clarification of the session types. You can select from:

* Live interactive breakout session (60 mins);
* On-demand oral presentation (20 mins);
* Live workshop (60 mins);
* Virtual poster presentation;
* Pre-recorded Ignite session, with live Q&A (5 mins);
* Live/pre-recorded Soapbox session (5 mins).

**Promotional abstract:**

This abstract will be used for publicity purposes only to promote your session via the Advance HE website, the virtual platform, Advance HE Connect and on social media. This should set out the aims and objectives of the session and be written in a way that will attract delegates to your session. Abstracts should be no longer than 100 words. Please note, the promotional abstract is not sent to reviewers as part of the submission, so should not be viewed as an introduction to details contained in your session outline.

**Session outline:**

Please specify details of your session: how it will run, how you will engage participants, and how the proposal links to the overall theme of the conference and the chosen thematic area. You should also include information on the intended audience and the impact your session will have on that audience, such as why delegates will be interested in the session; how delegates will be able to implement the findings in their own practice; and how the session demonstrates originality/innovation. If proposing a live workshop or live interactive session, please indicate how you intend to include delegate participation and whether breakout room facilities will be required to accommodate these. Outlines should be no longer than 500 words.

This information will be used by our reviewers to select sessions for inclusion in the programme.

**Conditions:**

In submitting a proposal for the Advance HE Teaching and Learning Conference 2021, please be aware that you are agreeing to:

* attend the virtual conference as a presenter-delegate to present your live session, or engage in discussion with delegates as an on-demand, Ignite, Soapbox or poster presenter should it be accepted into the conference programme. Please note, presenter places are not free of charge, but are offered at a discounted rate;
* the collection and storage of personal data, as outlined in [Advance HE's privacy policy](https://www.advance-he.ac.uk/programmes-events/privacy-policy);
* information about yourself, your co-presenters, your institution and your session details being promoted externally on the web-based conference programme;
* ensure that any pre-recorded presentations are captioned and comply with accessibility guidelines;
* your session being recorded on the conference platform and shared with delegates during and after the conference;
* your details and those of your co-presenters (name, email address, institution, biography and Twitter name) being shared on the Advance HE conference platform.

Please confirm that you accept these conditions, or select ‘other’ and provide an explanation for your reason. If you select ‘other’ we will contact you directly to discuss this.

## Review criteria:

Each proposal is subject to review by a panel of peer reviewers against the following criteria:

* anticipated interest;
* clarity of the proposal;
* implications of the findings for the learning and teaching community;
* originality/innovation of the mode of presentation;
* relevance to the conference theme and thematic areas;
* potential for delegates to be actively engaged.

## Reviewing:

A panel of Advance HE Principal and Senior Advisers will act as peer reviewers for all conference submissions.

## Additional information:

**Important dates:**

| **Date** | **Milestone** |
| --- | --- |
| w/c 28 September 2020 | Call opens |
| 22 January 2021 | Deadline for submissions (midnight) |
| w/c 8 March 2021 | Lead presenters informed of submission outcome |
| 12 March 2021 | Draft conference programme published online |
| 31 March 2021 | Lead presenter acceptance of session place |
| 28 May 2021 | Deadline for presenters and co-presenters to have booked onto the conference |
| 21 June 2021 | Recordings/PPTs/Virtual posters to be submitted |
| 2 July 2021 | Conference bookings close |

**Conference prices:**

Early bird rates are open until **14 October 2020.**

Presenters are eligible for a 10% discount on ticket prices following confirmation of acceptance into the conference.

To book your place at the conference, please [click here](https://my.advance-he.ac.uk/Portal/events/details/?id=9054bc6d-83b4-ea11-ae34-0050568988db):

|  | **Ticket type** | **Member institutions** | **Non-members** |
| --- | --- | --- | --- |
| **Early Bird/Presenter rate** | **1 day** | **£157** | **£211** |
| Standard rate | **1 day** | £175 | £235 |
| **Early Bird/Presenter rate** | **2 days** | £292 | £387 |
| Standard rate | **2 days** | £325 | £430 |
| **Early Bird/Presenter rate** | **3 days** | £427 | £567 |
| Standard rate | **3 days** | £475 | £630 |

**Pre-conference:**

Following the review process, presenters will be informed of the decision and will be asked to confirm acceptance of the offer to present at the conference. On confirmation of acceptance, workshop and interactive presenters will be allocated a specific time within the live conference schedule. Ignite, Soapbox and Poster presenters will also be informed of the scheduled time for the live Q&A or live chat with delegates. All presenters (regardless of session type) will need to register and pay for their place at the conference by 28 May 2021.

Contributors will be required to send presentation slides, MP4 recordings or PDFs of posters to the conference team by 21 June 2021. Presenters should ensure that any MP4 recordings are captioned for accessibility (guidance on how to do this will be circulated on acceptance into the conference). For Ignite and/or Soapbox presentations that will be pre-recorded in groups, staff at Advance HE will contact presenters to arrange a suitable date and time for the session to be recorded. These resources and details of the presentation, drawing on information supplied on the submission form, will be made available to all delegates and may be published on the Advance HE website. Please ensure that permission has been sought for the use of any copyrighted images.

You may also be invited to blog about your session before the conference to assist with promotion of the event.

**Post-conference:**

Some resources may be added to the conference web page for wider dissemination at Advance HE’s discretion. Please ensure that permission has been sought for the use of any copyrighted images. You may also be invited to blog about your session or conference experience.

**Presenter availability:**

The live conference programme will be delivered 6-8 July 2021. Live presenters will be made aware of the time of their session in the week commencing **8 March 2021**. All presenters are required to attend the conference on the day of their scheduled session either to present their live session or to engage with delegates on the day via networking and chat facilities.

**Co-presenters and responsibilities:**

Please include all co-presenters on the submission form. All presenters listed on the form should attend the conference and each will be expected to register for the conference if the session is accepted. Please note:

* All presenters, including co-presenters, need to have booked onto the conference by 28 May 2021.
* It is the responsibility of the lead presenter to pass on all relevant details to any co-presenters, as correspondence in the first instance will be sent only to the lead presenter.
* It is the responsibility of the lead presenter to inform Advance HE at the earliest opportunity of any changes to the session title or content, or of any circumstances that prevent presenters attending the conference that could lead to the session being withdrawn.

**Materials and handouts:**

Presenters are encouraged to provide PDFs of handouts or supporting resources to accompany their sessions (for all session types). These can be uploaded to the conference platform for delegates to download. Any accompanying resources should be sent along with your recording, PPT or poster by 21 June 2021.

**Attendee numbers:**

We are unable to guarantee exact audience numbers at any single session and this may result in delegates’ attendance being uneven between sessions that are running in parallel.

**Contact us:**

If you have any queries about your submission for the conference, please contact us at [conference@advance-he.ac.uk](mailto:conference@advance-he.ac.uk)