



# CALL FOR PROJECTS

## *2017 Career and Technical Education Research and Professional Development Conference*

*Gaylord Opryland Nashville, TN    December 4-6, 2017*

### I. The Conference

The Career and Technical Education Research and Professional Development Conference is the foremost, peer-reviewed research and professional development conference for Career and Technical Education (CTE) researchers and academic professionals. Presentations are chosen and selected via a blind review process.

Participants typically include professors and graduate students who study CTE at postsecondary and higher education institutions, as well as data analysts and professional development providers from state agencies and private organizations.

The 2017 program will feature three types of sessions:

- Research paper presentations
- Research posters
- Symposium Session

This conference is coordinated by the Association for Career and Technical Education Research (ACTER) with co-sponsors: Omicron Tau Theta (OTT), The Academy for Career and Technical Teacher Education (The Academy), and The University Council for Workforce and Human Resource Education (University Council). This annual conference will meet in conjunction with the Association for Career and Technical Education (ACTE) *CareerTech VISION 2017*.

### II. General Procedures and Policies

All authors/presenters must abide by the following procedures.

1. **Deadline.** The submission system will close

- Monday, May 15, 2017 at 11:59pm Eastern Time. No late submissions will be accepted.
2. **Format.** Reviewers may reject submissions without review if the proposal does not comply with the requirements outlined in this announcement.
3. **Author attendance requirement.** Submission is a commitment to attend the conference. Authors who present at the CTE Research and Professional Development Conference must register for this conference. In the case of multi-authored papers, at least one author must register for and attend the conference.
4. **Double-blind, peer review.** Papers are assigned to three reviewers, chosen for their familiarity with the proposal's content and/or methodology. Proposals are reviewed without author identification. Submissions should not include explicit or implicit references that identify the authors, institution, or state.
5. **Notification of acceptance.** The conference committee will notify the lead author of acceptance or rejection by June 30, 2017.
6. **Communication.** The conference committee will communicate with the lead author who will be responsible for informing co-authors.
7. **Equipment.** The conference will make available computers, projectors and screens for sessions. Presenters will provide their presentation prior to the conference.

### III. Guidelines for Authors or Presenters

Research papers, research posters, and symposium presentations will be selected from the proposals submitted to [David.Yost@mail.wvu.edu](mailto:David.Yost@mail.wvu.edu). Competitive proposals will comply with the following submission requirements.

#### Research Paper Sessions

Research paper sessions are designed for refinement and discussion of research in CTE. Each 75-minute session features three manuscripts, clustered by the similarity of their topic or research methodology. Following the 20-minute presentation, a discussant offers commentary about the paper and leads audience questioning. The discussant also will provide written feedback intended to offer advice that may help the author(s) improve the paper for submission to ACTER's *CTE Research (CTER)* journal or OTT's *Journal of CTE (JCTE)*.

ACTER coordinates the double-blind, peer review of research papers. Conference reviewers rate research papers with these selection criteria: Purpose, conceptual or theoretical framework, methodology, findings, conclusions, and relevance to the conference theme. Direct research paper questions to the ACTER program chair, David Yost, at [david.yost@mail.wvu.edu](mailto:david.yost@mail.wvu.edu).

#### Research Paper Proposal Requirements

Each research paper submission requires two attachments to one e-mail: An application form and an anonymous paper.

1. *Application form*: Complete page 4 of this announcement and submit it with your manuscript.
2. *Anonymous manuscript*: Attach your completed manuscript within these parameters:
  - a. Limit the manuscript to 12 pages excluding references.
  - b. Remove all identifying information (e.g. authors' names, location, state, institution) from the text.
  - c. Do not include a title page. Instead, p. 1 should include the title (centered and bold-faced on line 1, followed by a single-spaced abstract of no more than 120 words). Begin the body of the paper immediately after the abstract.
  - d. Center section headings. Suggested sections to include in the manuscript: \*Introduction/Conceptual Framework; \*Theoretical Framework; \*Purpose and Research Questions or Objectives; \*Methods and Procedures; \*Results/Findings; \*Conclusions, and \*Discussion; or \*other sections appropriate for qualitative, historical, philosophical/theoretical, or mixed methods research.
  - e. Use 12-point Times New Roman font. Single-space and left-justify paragraphs; double-space between paragraphs.

- f. Do not use headers/footers.
- g. Place tables/figures within the body of the text when they are discussed. The Table function must be used (rather than tabs and spaces) to prepare tables.
- h. Reference style should conform to the *APA Style Manual* 6<sup>th</sup> edition.
- i. Save as .docx file

#### Poster Session

One poster session will feature multiple research studies illustrated in print form. Authors will explain their studies simultaneously to conference participants who circulate from poster to poster. Recent graduates and current graduate students are highly encouraged to submit abstracts to present posters about their studies.

The research presented on the posters should highlight research with potential regional or national significance focusing on one of the broad areas within Career and Technical Education, Workforce Education, or Human Resource Education. Each poster should have a conceptual and/or theoretical framework, be related to a problem, and stem from sound research methodologies. The research may be quantitative, qualitative, or mixed methods.

Omicron Tau Theta (OTT) coordinates the double-blind, peer review of poster proposals and the poster session at the conference. Direct poster session questions to the OTT president, Marshall Swafford, [Marshall.Swafford@enmu.edu](mailto:Marshall.Swafford@enmu.edu).

#### Poster Proposal Requirements

Each poster proposals requires two attachments to one e-mail: An application form and an abstract.

1. *Application form*: Complete page 4 of this announcement and submit it with your abstract.
2. *Abstract*: Attach a complete abstract within these parameters:
  - a. Poster title
  - b. No more than 750 words (not including headings, tables, figures, and references)
  - c. Single-spaced paragraphs, double-spaced between paragraphs
  - d. 12-point Times New Roman font, left justified, 1" margins
  - e. Tables must be prepared using the Table function (not tabs and spaces).
  - f. Headings in the given order: (1) Introduction, (2) Conceptual or theoretical framework, (3) Methodology, (4) Findings, (5) Conclusions, (6) Implications, and (7) References.
  - g. Do not include identifying information (e.g. authors' names, location, state, institution).
  - h. Save as a .docx file.

## Symposium Session

The symposium sessions describe and discuss important issues emerging trends, research, or best practices, and professional development of CTE professionals. Each 75-minute symposium should be a discussion or a collection of opinions. The opinions can be based on philosophical thought, professional experience, challenges in the CTE field, or a collection of published research from various sources. The symposium is not intended to be a presentation of a research paper or study.

The Academy for Career and Technical Teacher Education (The Academy) coordinates the double-blind, peer review of symposia proposals. Direct symposium questions to The Academy president, Jennifer Rivera, at [jeno@msu.edu](mailto:jeno@msu.edu).

### Symposium Proposal Requirements

Each symposium proposal requires two attachments to one e-mail: An application form and a blueprint.

1. *Application form*: Complete page 4 of this announcement and submit it with your abstract outline.
2. *Blueprint*: Attach a complete abstract to include:
  - a. Title
  - b. Description (< 250 words): Focus on the theme and goals of the session.
  - c. Justification (< 250 words): Describe why the topic is expected to be of interest to attendees and why the topic would be a good fit for a symposium session.
  - d. List of symposium objectives
  - e. Summary (< 250 words)
  - f. Outline of the presentation with a brief statement of what each participant will contribute
  - g. Technical equipment needed

Do not include identifying information (e.g. authors' names, location, state, institution). Submit as either a PDF or a .docx file.

## IV. Recognition and Publication

The best work in each category shall be recognized at the conference. ACTER will select one research presentation for the Outstanding Research Paper Presentation Award. OTT will select one poster for the Outstanding Poster Award. The Academy will select one ignite discussion for the Outstanding Symposia Session Award. Selection will be based on judges' ratings of the authors' work at the respective sessions.

In addition, the University Council for Workforce and Human Resource Education (University Council) has established the Nexus Award program to encourage and acknowledge efforts at exploring the connection between career and technical education and human resource

development. The "nexus" between the disciplines can be described as areas of theory, practice, or research methodology that explore and reveal the dynamics within and among variables, interventions, and contexts that apply to both CTE and HRD.

### Eligibility Criteria:

- 1) Anyone presenting a refereed paper or poster at the annual Association for Career and Technical Education Research (ACTER) conference is eligible for the award.
- 2) One award will be given each year.
- 3) ACTER presenters are invited to self-nominate for the award.

### Procedures:

An application should be submitted to the committee chair within 4 weeks from the conclusion of the ACTER conference. The packet should include:

- a) Application letter outlining how the paper or presentation meets the letter and intent of the award.
- b) Copy of the paper/poster

### Judging and Award:

- 1) The Immediate Past President of the Council will serve as Committee Chair.
- 2) Applications will be reviewed by the Chair and two members of the Executive Board.
- 3) Recipient will receive a plaque and be recognized at the annual Council meeting.

Please submit the nomination packet electronically by December 31, 2017 to the Nexus Award Committee Chair, Dr. Jeff Allen, at [Jeff.Allen@ntu.edu](mailto:Jeff.Allen@ntu.edu).

Abstracts will be published on the conference page of the ACTER website: <http://www.acteronline.org>.

## V. Graduate Students

Graduate students are encouraged to submit proposals. This conference offers a \$100 stipend to graduate students who register and attend. Students must identify themselves as students upon on-site registration and be present at the closing session to collect the stipend.



**Application Form**

*2017 Career and Technical Education Research and Professional Development Conference*

**Paper title** \_\_\_\_\_

**Type of session**

*Check one.*

- Research paper presentation
- Poster
- Symposium Session

**Authors/presenters, in order to be listed**

Name \_\_\_\_\_ Institution \_\_\_\_\_

**Contact person** \_\_\_\_\_ **E-mail** \_\_\_\_\_

**Planning Committee Use:** Proposal # \_\_\_\_\_

To submit your proposed project, send one e-mail with two attachments in .docx format to [David.Yost@mail.wvu.edu](mailto:David.Yost@mail.wvu.edu) by 11:59 Eastern Time on Monday, May 15, 2017. The attachments are:

- This completed form
- Your anonymous research paper, poster abstract, or symposium proposal, with authors' names and other identifying information removed.