

Guidelines for Selected Session Proposals
CTSA Convention: June 10-13, 2010
Cleveland, Ohio, USA

“Theology’s Prophetic Commitments”

There will be about six (6) open places on the convention program for sessions initiated by CTSA members beyond the 18 topic sessions, 7 consultations, and the 9 interest groups which are already in progress (these meet for a three year term). These “selected” sessions may include presentation of a paper or papers, a panel discussion, or a workshop format. Each session should have a Convener (who is responsible for planning and organizing the session) and a Moderator (who calls the session to order, introduces participants, keeps time, and prepares a report of the session for the *Proceedings*).

PROPOSALS SHOULD BE PRESENTED ON ONE PAGE, SINGLE-SPACED, AND SHOULD INCLUDE THE FOLLOWING INFORMATION, AND IN THIS ORDER:

1. Convener’s name, address, telephone number, fax, and e-mail address.
2. General topic.
3. Precise title of the session (brief, as it is to be listed in the program).
4. Format of the session. Examples:
 - paper and open discussion
 - paper, response, and open discussion
 - two papers and open discussion
 - panel of *three* presenters (15 minutes of input from each) and open discussion.

*Time for robust discussion and exchange with those in attendance **must** be structured into the proposal.* Keep in mind the following CTSA policies:

- Ordinarily there may be no more than three presenters in a session. Exceptions must be justified in the proposal, and require the approval of the Program Committee (chaired by the President-Elect).
 - With the exception of underrepresented groups, no one may have more than one speaking role (as presenter or respondent) in the Convention.
5. Names of the moderator, presenters or panelists, and respondents, along with their institutional affiliation. CTSA membership in good standing is normally presumed (i.e., **dues paid up**). Justification for exceptions should be explained in the proposal. Please list full names as they are to appear on the program.
 6. A brief 150 word description of the content, rationale, and relevance of the session.

Indicate in a general way the background literature to which the session will refer, or the key themes, figures, and texts to be discussed. Although consonance with the convention theme will not be the determining factor in the selection of proposals, applicants are encouraged to take the theme into consideration in designing their proposals.

SUBMIT SIX (6) COPIES OF THIS ONE-PAGE PROPOSAL to:

Mary Ann Hinsdale
Boston College/Theology Dept.
140 Commonwealth Ave.
Chestnut Hill, MA 02467

Proposals may also be submitted by email attachment (Microsoft Word or .rtf format) to hinsdale@bc.edu

Deadline for proposals: FRIDAY, OCTOBER 9, 2009.