**NYAC Session Proposers Information Sheet**

**Session Goals**

The goal of the call for proposals for the NYAC annual meeting is to provide sessions of interest and value to all sectors of NYAC’s membership; to include the perspectives of diverse speakers; to consider a wide array of issues and potential solutions, large and small; and to explore emerging technologies, processes, or services; and to provide opportunities for new speakers to contribute to archival education.

**Sessions will be evaluated based on**:

* topic relevancy;
* diversity in the speakers, issues, experiences, and solutions;
* topic and speaker balance with other proposals;

**Session formats:**

**All sessions are 90 minutes long and are educational. Sessions are not product or service promotions**

**Traditional** **presentations**: moderator and 2-4 speakers with brief presentations and 20 minutes for audience participation

* **Panel presentation**: single topic or project, moderator and 2-3 speakers discuss a tightly-defined topic
* **Lecture:** single presenter followed by comments and questions from the audience
* **Lightning talks**: up to 10 speakers with 5 min talks on broadly-related topics and audience interaction,
* **Debate:** 2 speakers support or oppose the predetermined statement, with rebuttals, followed by questions from the floor. The audience votes to support a position after final questions.
* **Roundtable**: 1-2 discussion facilitators spark exploration of a topic; participants determine the emphasis of the discussion
* **Student papers**: student paper presentations, 10 min. talks on any archives-related topic, followed by a short question and comment period. This is a good opportunity to showcase your skills, talents and especially scholarship with your colleagues, and perhaps a future employer.

**Subject categories**

Selection, appraisal, and acquisition

Arrangement and description

Reference and access

Preservation and security

Outreach and advocacy

Archives management

Digital asset management

Ethical and legal responsibilities

Emerging technology, processes, and services

Other

Please send questions or proposal submissions to the 2017 Program Chair at [nyacprogram@gmail.com](mailto:nyacprogram@gmail.com)

All proposals are due by **December 5, 2016.**