



# AAAED 48<sup>TH</sup> NATIONAL VIRTUAL CONFERENCE AND ANNUAL MEETING CALL FOR PROPOSALS

The American Association for Access, Equity and Diversity (AAAED) is seeking presenters to share their expertise, passion and commitment to promoting diversity and affirmative action with a national audience during our 2022 National Virtual Conference and Annual Meeting on October 11-13, 2022. Our theme for the Conference is ***Building an Infrastructure for Sustainable and Equitable Change***. We are also acknowledging the 50<sup>th</sup> anniversary of Title IX of the Education Amendments of 1972, a major piece of civil rights legislation in American history.

AAAED, formerly the American Association for Affirmative Action (AAAA), is a national, not-for-profit association of professionals working in areas of equal opportunity, compliance and diversity. AAAED has 48 years of leadership in providing professional training to members by equipping them to be more successful and productive in their careers. It also promotes understanding and advocacy of affirmative action and other equal opportunity and related compliance laws and regulations to enhance the diversity tenets of access, inclusion and equality in employment, economic and educational opportunities. Our tag line is: *“Advocate. Educate. Activate.”*

We are seeking presentations that promote innovative strategies and cutting-edge research to enhance equity and diversity in Higher Education, Government, and the Private Sector. Our professional development offerings are intended to help individuals who possess novice, intermediate, or expert level knowledge and skills in their jobs and who are seeking information to stay competitive and relevant in the profession. Ideally, presentations should help conference attendees apply theory into practice. Our curriculum and workshop options support an adult learner model of instruction that:

- Creates a comfortable and respectful learning environment,
- Emphasizes the trainings’ applicability to address participants’ concerns, needs, interests and career aspirations,
- Utilizes a variety of training methods to vary the presentation of information and help participants understand knowledge and hone skills,
- Keeps participants actively engaged, and
- Encourages participants to share ideas and information drawing from their experiences.

We are providing the following presenter workshop formats: Express Talks and standard format conference workshops. When applying to serve as a presenter, please indicate which format(s) you would prefer to use.



## Presentation Formats:

**Express Talks.** Express Talks provide “just the facts” or the essential aspects of a particular issue or challenge, within 30 minutes. The focus is on practical tips to achieve the desired EEO or Diversity result. Presenters should make themselves available for follow up questions, where possible.

**Conference workshops.** The time allotment for Conference workshops can range from 60 to 90 minutes and covers a range of topics from legal developments under Title IX, to reasonable accommodations in the transportation industry, to barrier analysis in the federal sector.

There are tremendous benefits to those who make presentations at our conference, including:

- National recognition
- Opportunities to learn and share experiences with others
- Networking
- Professional development
- Registration and exhibition rate discount

For more information about AAAED, please contact us at:

**AAAED Conference 2022**

1701 Pennsylvania Avenue, NW Suite 200 | Washington, D.C. 20006 | (202) 349-9855

[www.aaaed.org](http://www.aaaed.org)

**Please submit your proposal electronically by Friday, March 25, 2022 to the Conference Program Committee: [Program2022@aaaed.org](mailto:Program2022@aaaed.org)**



## PRESENTATION PROPOSAL REQUIREMENTS

***Please review the list of suggested topics prior to submitting proposals. Proposals must show that the presenter understands the mission, vision and conference theme of AAAED.***

Proposals should include the following information:

1. Indicate the following:
  - a. Format: Express Talks or Conference Workshop
  - b. Level: All submissions should indicate if the proposed presentations are targeted to novice, intermediate and/or advanced professionals.
  - c. Conference Track: Please indicate the track for which your presentation applies
    - a. Compliance
      - i. EEOC (Private Sector, Federal EEO)
      - ii. OFCCP: Non-construction (supply and service) and construction
      - iii. OCR: Title IX, Title VI and Sec. 504
      - iv. Department of Transportation - FTA Circular FTA C 4704.1A
      - v. Department of Transportation – DBE Program Compliance
      - vi. Wage Hour
      - vii. National Labor Relations Board
      - viii. Immigration, I-9, E-Verify
      - ix. OSHA
      - x. Other agencies with EEO compliance requirements
    - b. All Diversity/Inclusion topics and best practices are welcome
    - c. Academia
    - d. Private Industry
    - e. IT
    - f. Government (Federal, state or local)
    - g. Other

Your submission should include:

- Cover page with session title and presenter's name(s).
- The name, title, organization, complete address, telephone number and email address for each presenter.
- An abstract: up to a one (1) page description of the presentation to include course objectives and 2-3 takeaways for participants to apply as practitioners.
- An outline of your presentation.
- A brief biography and headshot of each presenter. Please state whether each presenter is a member of AAAED. If you have presented at a previous AAAED or AAAA National or Regional conference, please indicate the event, year, and presentation topic.

Presentations should be interactive to the extent possible and poll questions are encouraged to engage participants.



Multiple proposals from one presenter(s) are welcome; however, our selection process will limit the number of presentations any individual can make to ensure opportunities are made available to a diverse group of presenters. Proposals will be selected based upon relevancy to the conference theme in relation to the practice of equal employment, educational or business opportunity, affirmative action and diversity; timeliness of the topic; creativity of approach; and demonstration of expertise. **In order to provide a wide range of information to the contractor community, our selection process will not select presentations that are scheduled to be made at other similar conferences. Preference will be given to active AAAED members, PDTI participants and graduates of AAAED certificate programs.**

**A NOTE CONCERNING HONORARIA** - AAAED has a long-held tradition of using event sessions as a platform for innovation and information sharing in the field of AA/EEO/Human Resource Management. We look for contributors who are willing to share their expertise without expectation of payment in the spirit of networking and providing our attendees with the latest trends and content related to people management issues.

**We expect presenters:**

- To acknowledge they are available to speak during a designated timeframe of the event and as such will not request a change to the session time frame assigned, if selected.
- To work closely with organizers before the event and meet all deadlines;
- To make no substantial changes to content, format, audio/visual needs, identity or number of presenters without prior approval of event organizers.
- To design and provide high-quality PowerPoint presentations, in electronic format, by the deadline given;
- To recognize that a presentation is an opportunity to share information and is not a showcase for promotion of business, practice, service or product;
- To give AAAED permission to audio and/or video record their session and to sync their onsite slide presentation with the recording for the purpose of selling, licensing to AAAED affiliates, or otherwise using the recording at a later time in any AAAED products, or those of its affiliates, in any media. Agree that AAAED shall be the exclusive owner of the synchronized recording, but that they will otherwise retain ownership of their onsite slide presentation. On the speaker's request, AAAED will provide a downloadable copy of the recording. AAAED will grant permission to edit the recording and to post the recording on the speaker's professional website (not another individual's or organization's) for the speaker's own promotional and professional purposes. (Speakers selected to speak at the conference who do not agree to this will have the option of saying "no" on their Statement of Acceptance.)
- To respect AAAED as the sponsoring organization with either positive or neutral comments from the platform;
- To be available for press interviews, if requested. Please remember that members of the press may be attending your session;



- To provide a headshot and bio for AAAED to us for marketing purposes (printed pieces, email announcements, digital display); and
- To include a message in social media and website (personal or corporate) mentioning speaking engagement using the event hashtag.

To join AAAED, click here: [https://www.aaed.org/aaed/Join\\_Us.asp](https://www.aaed.org/aaed/Join_Us.asp)

**All submissions must be typewritten and complete to be considered.**

***Thank you and good luck!***



## **PRESENTATION IDEAS**

AAAED welcomes the submission of presentation proposals that:

- Reveal innovative content,
- Elicit discussion, and engage the audience,
- Are relevant and appropriate for conference attendees,
- Are respectful of the many different structures, organization, jurisdiction, governance, practices and policies of the participants represented at the conference,
- Deliver best practices using modes of instruction to engage various types of audiences such as entry level, mid-level, and executive professionals, and
- Demonstrate current evidence based supported by research and/or laws, regulations and guidelines.

Presentations will range from thirty minutes (Express Talks) to one hour and thirty minutes (Conference workshops) including time for questions and answers. We want to hear from professionals in the public and private sectors and federal/state/local government as well as from educational institutions, groups, organizations and members with expertise in the challenges facing diversity and affirmative action.

Below are examples of topics to consider. However, the list is not all inclusive and we encourage the submission of proposals regarding other topics.



***Presentation Ideas Are Encouraged, but Not Limited to, Any of The Following Areas:***

**Compliance:**

- AAP 101 for Business and University
- ADAAA
- Availability, Census, Job Groups
- Communication/Training/Education
- Compensation related
- Complaint Investigations
- Contractor Compliance Best Practices Roundtable
- Disability (ADA, Sec. 503 and Sec. 504)
- Disposition Codes
- EEOC Outcomes and Lessons Learned
- Evaluating § 503/VEVRAA Outreach
- Impact of Selection Decisions (Testing, Hiring, Compensation, Promotion, Termination, Performance Management, etc.)
- Innovative DE Supportive Services Programs
- Intersection Between ADAAA, Section 503 and FMLA
- Legal Updates
- Managing EEO and affirmative action in state and local government
- Managing EEO and diversity in the Federal Sector
- Moving Beyond Compliance
- Non-Construction/Construction Contractor Compliance
- OFCCP Audit Outcomes and Lessons Learned
- Recordkeeping
- Recruitment, Retention and the Selection Process
- Respectful Workplaces
- State and Federal EEO/Affirmative Action Laws
- Surviving an OFCCP or FTA Audit
- Section 503 of the Rehabilitation Act of 1973, as amended
- Section 504 of the Rehabilitation Act of 1973, as amended
- Title VI of the Civil Rights Act of 1964, as amended
- Title VII of the Civil Rights Act of 1964, as amended
- Understanding Federal Transportation Authority FTA Circular C 4704.1A

**Academia:**

- Academic Innovated Best Practices Roundtable
- Aligning Compliance to the Academic Mission
- Balance between Government Ethics and Academic Freedom
- Campus and Classroom Climate and Climate Surveys



- Changing the Landscape of Higher Education
- Delivering Results and Making Changes
- D & I Best Practices
- Faculty Recruitment and Retention
- Faculty Tenure and Promotion Process
- Federal EEO Barrier Analysis
- Hate Speech vs. Free Speech
- How to Determine if Classroom Climate is Productive
- How to Manage Classroom Climate
- Implicit Bias and Microaggressions on a College Campus: Intent, Impact, and Reduction
- Incivility on Campus, how do you handle it?
- Incivility vs. Free Speech
- Managing Campus Harassment Issues
- Managing affirmative action and diversity in states where affirmative action is prohibited:(e.g. California, Arizona, Nebraska, Washington State and Michigan)
- Social Justice and Diversity in Higher Education
- Title IX and Title VI Compliance to include investigations
- Title IX Best Practices
- Using Compliance to Elevate Institutional Effectiveness
- What Factors Affect Campus and Classroom Climate?
- Linking DEI & Student Success

#### **Diversity/Inclusion:**

- AAP and Diversity: Playing Nice in the Sandbox
- Accommodations in the Workplace
- Attracting, Hiring and Retaining Diverse Talent
- Breaking Down Silos in the Workplace
- Change Management – Leading Effective D&I Efforts
- Creating an Impactful Culture for People with Disabilities
- Disability Etiquette
- Diversity Metrics & Measurements
- Getting your C Suite to Support your Mission
- Incivility in the Workplace, How to Handle it?
- LGBTQ Questions/Issues in the Workplace
- Moving Beyond Diversity towards Equality and Inclusion
- Organizational Surveys
- Recruiting and Retaining Individuals with Disabilities
- Utilizing Untapped Talent to Reach Diversity Goals
- Veteran Recruiting and Retention



- Veterans Questions/Issues in the Workplace
- Making the Business Case for Diversity, Equity and Inclusion

**Other:**

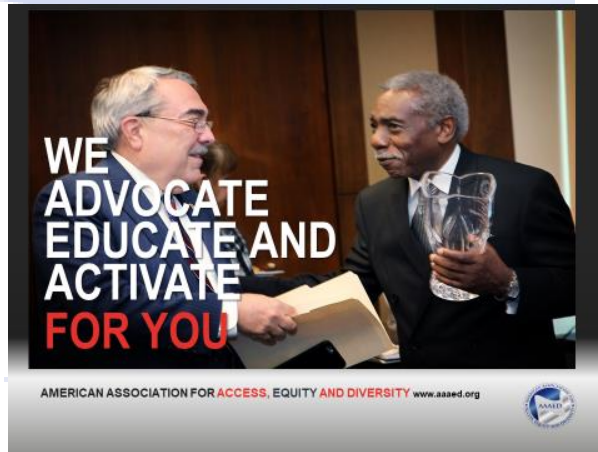
- How to Determine if Organizational Climate is Productive
- How to Manage Organizational Climate
- How to Overcome the Lack of Females, People of Color in the IT Industry
- Supplier Diversity Strategies
- Intersection between Affirmative Action and Diversity
- How to Negotiate for Growth Opportunities
- Leadership Development
- Managing Implicit Bias and Unconscious Bias in the Workplace
- Managing Workplace Harassment Issues
- Mentor/Protégé Programs
- Grant Writing
- Designing Organizational Climate Surveys
- Project Labor Agreements
- Recruitment and Retention in the IT Industry
- Succession Planning
- Crisis/Risk Management/Business Resilience
- Bias Incident Protocols
- The Neuroscience of Civil Rights: Equity and Contract Compliance (Defining the Challenges)
- The Neuroscience of Civil Rights: Equity, and Contract Compliance (Solutions)
- What Factors Affect Organizational Climate?
- Workplace and Campus Safety
- Employee Resource Groups
- Emotional Intelligence
- Artificial Intelligence
- Employee engagement
- Analytics
- Digital Transformation
- HR as a Strategic Business Partner
- Legislative and Legal Update: What's New on Capitol Hill?





**Please submit your proposal electronically by Friday, March 25, 2022 to the Program Committee and indicate the tracks for which your presentation is submitted, i.e., Compliance, Academic, Diversity/Inclusion and/or Other:**

**AAAED Conference 2022 Program Committee  
Program2022@aaaed.org**



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