



## CALL FOR PRESENTERS

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 2019 National Conference and Annual Meeting in Indianapolis, IN., June 11-13, 2019. Our theme for the Conference is **“Moving Beyond Diversity Towards Equity and Inclusion.”**

We are seeking presentations that promote creative strategies to enhance equity and diversity in Higher Education, Government, and the Private Sector. Presentations will be one hour and fifteen minutes in length, including time for questions and answers. Ideally, presentations should help conference attendees put theory into practice. Presentation format and suggested topics are detailed in the following pages.

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

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 40 years of leadership in providing professional training to members enabling 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. For more information about AAAED, please contact us at:

### AAAED

1707 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 November 15, 2018 to:**  
[skhueneman@manchesterconsultants.com](mailto:skhueneman@manchesterconsultants.com)

# PRESENTATION PROPOSAL REQUIREMENTS

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

Proposals should include the following information:

1. Indicate the following:
  - a. Pre-Conference
    - i. All submissions for pre-conference should be basic/entry level geared to those who are new to the industry or need refresher information
  - b. Conference
    - i. 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 and Title VI
        - 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
      - b. All Diversity/Inclusion topics and best practices are welcome
      - c. Academics
      - d. Private Industry
      - e. IT

Your Submission should include:

- Cover page with session title and presenter's name(s).
- The name, title, organization, complete address, telephone number, fax and email address for each presenter.
- Up to a one (1) page description of the presentation.
- A brief resume or biography 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.

Multiple proposals from one presenter(s) are welcome. Proposals will be selected based upon relevancy to the conference theme and practice of equal employment opportunity, affirmative action and diversity; timeliness of the topic; creativity of approach; and demonstration of expertise.

You will be notified if the proposal is accepted or declined. If selected, the information and materials you provide may be used for marketing and conference publicity, as well as possible resale by AAAED to non-conference attendees.

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

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



## PRESENTATION IDEAS

We are excited about your ideas and welcome new and innovative presentation topics. Presentations will be one hour and fifteen minutes, including time for questions and answers. We want to hear from professionals in the public and private sectors and federal government as well as from educational institutions, groups, organizations and members with expertise on 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:**

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

## **Academics:**

- Changing the Landscape of Higher Education
- Campus and Classroom Climate
- What Factors Affect Campus and Classroom Climate?
- How to Determine if Classroom Climate is Productive
- How to Manage Classroom Climate
- Managing Campus Harassment Issues
- D & I Best Practices to include faculty recruitment retention
- Title IX Best Practices
- Title IX and Title VI Compliance to include investigations
- Delivering Results and Making Changes
- Faculty Recruitment – Compliance and innovations
- Social Justice and Diversity in Higher Education
- Aligning Compliance to the Academic Mission
- Balance between Government Ethics and Academic Freedom
- Hate Speech vs. Free Speech
- Using Compliance to Elevate Institutional Effectiveness
- Incivility on Campus, how do you handle it?
- Incivility vs. Free Speech
- Academic Innovated Best Practices Roundtable
- Implicit Bias and Microaggressions on a College Campus: Intent, Impact, and Reduction
- Managing affirmative action and diversity in states where affirmative action is prohibited:(e.g. California, Arizona, Nebraska, Washington State and Michigan)

## **Diversity/Inclusion:**

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

**Other:**

- Intersection between Affirmative Action and Diversity
- Succession Planning
- Organizational Climate Surveys
- Leadership Development
- Mentor/Protégé Programs
- Project Labor Agreements
- Organizational Climate Surveys
- What Factors Affect Organizational Climate?
- How to Determine if Organizational Climate is Productive
- How to Manage Organizational Climate
- Managing Workplace Harassment Issues
- Managing Implicit Bias and Unconscious Bias in the Workplace
- How to Overcome the Lack of Females, People of Color in the IT Industry
- Recruitment and Retention in the IT Industry
- The Neuroscience of Civil Rights: Equity and Contract Compliance (Defining the Challenges)
- The Neuroscience of Civil Rights: Equity, and Contract Compliance (Solutions)

**Please submit your proposal electronically by November 15, 2018 to:**  
[skhueneman@manchesterconsultants.com](mailto:skhueneman@manchesterconsultants.com)