



National Black Association for Speech-Language and Hearing

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Cultural Humility Virtual Conference

APPLICATION GUIDELINES

Submission Deadline: July 12, 2024

All abstract proposals are selected through a double-blind peer-review process by a review committee consisting of NBASLH's Cultural Humility Task Force members.

Each presentation requires submission of a Call for Papers application. The application includes the presentation title, contact person(s), program format, session description (listed in the conference agenda), session abstract (750 words), learning outcomes, statement of relevance, financial and non-financial disclosures for each other, and a biography of each author. The content of the proposed presentation should be of scientific, clinical, or professional significance to the sciences and professions. **Acceptance of this application is a commitment to register and attend the conference.** Applicants are responsible for obtaining written permission from copyright holders for duplication of previously published materials. Also, it is the responsibility of the applicant to ensure that approval for the proposed study is obtained from the Institutional Review Board (IRB) of his/her institution.

Selection Criteria

Each proposal meeting the submission criteria will be reviewed for the following elements:

- Demonstration of clear theoretical framing or scientific premise
- Quality of information
- Clarity of information
- Relevance of information
- Applicability and/or feasibility of the contribution

Notification

The contact person will receive written notification of acceptance or rejection by **August 26, 2024**.

The contact person will be responsible for notifying the co-authors regarding the status of the proposal. Accepted proposals may be scheduled at any time during the conference at the discretion of the conference planning committee unless the presenter indicates reasonable conflicts.

Publication

Session Descriptions will be published in the conference agenda. Submission of proposal serves as your agreement. Please edit submissions very carefully.

Description of Required Information

- I. **Title:** The title of the paper should be brief (20 words maximum), yet describe the presentation content accurately.
- II. **Contact Person:** Complete the information for the contact person. The contact person will receive written notification of acceptance or rejection by **August 26, 2024**. The contact person will be responsible for notifying the co-authors regarding the status of the proposal.
- III. **Program Format:**
 - A. Synchronous presentations--45 minutes (35-minute presentation, 10-minute Q&A). A clinical or research presentation focused on a principle(s) of cultural humility.
 - B. Breakout discussions (30 minutes). An event breakout discussion is a workshop-style group activity designed for problem-solving. For example, a proposal might include a problem-solving prompt or activity that you would facilitate with a group of participants.
 - C. Panel discussion--60 minutes (50-minute panel, 10-minute Q&A). A panel of 3-5 presenters and a moderator who will speak to a specific component(s) on cultural humility. A proposal should include the topic to be discussed, the number of panelists, and the structure of the discussion.
- IV. **Session Description:** Please provide a short description (100 words or less) of this presentation that broadly describes content.
- V. **Abstract:** Write a concise abstract of the proposed presentation in 750 words or less. The abstract should include the purpose(s) of the study, methods, results, and conclusions if the proposal is to present research. If the proposal is a non-empirical presentation of information, the abstract should include the purpose(s), the significance, and a brief description of the proposed presentation.
- VI. **Statement of Relevance** of the proposed presentation topic to the broad range of cultural humility.
- VII. **Learning Outcomes:** Learning outcomes are behavioral statements reflecting the knowledge/skills participants are expected to demonstrate following participation in the session. Learning Outcomes are written in the format, "At the culmination of the session, the participant will be able to..." (e.g., "...describe what cultural humility would look like in our field.", "---list three impacts of lack of diversity in our profession (racial, gender, etc.) and how that affects decisions, policy, etc.") **Click here** for guidelines for Writing Measurable

and Observable Learner Outcomes.

- VIII. ***Biography of Authors:*** In narrative form, include a biography (in third person) for each author in the order in which they appear on the Authors page. The biography is limited to 50 words maximum.
- IX. ***Financial Disclosures*** are those in which you receive a financial benefit (such as a salary, royalty, grant funds, speaking fee, consulting fee, honorarium, intellectual property rights, gift, in-kind services, ownership interest, or patent on equipment) from a source related to the content of the article/presentation.

For example: I receive a salary as an associate professor at Tennessee State University.

- X. ***Non-financial Disclosures*** are any relationships that might introduce bias into the article/presentation. These may include formal affiliations such as volunteer positions, volunteer membership on a board or advisory council, volunteer teaching or speaking engagements, volunteer consulting, or affiliations with political, religious, or professional organizations relevant to the content of the article/presentation.

For example: I am a member of the National Black Association of Speech, Language and Hearing and ASHA's SIG 14.

- XI. Considerations for "Highlighted" Sessions: It is possible that there will be specific "highlighted" sessions within the programming of the conference. These sessions might include presentations in the areas of "Ethics" and/or "Supervision". Please indicate if you would like to be considered for either of these sessions. See ASHA for the Professional Requirements in these areas: <https://www.asha.org/certification/prof-dev-for-2020-certification-standards/>.

[Click here to start your submission](#)