

# 2021 MAAM Annual Conference Call for Session Proposals

Thank you for your interest in submitting a session proposal to the MAAM 2021 Annual Conference! Please follow the prompts to guide you through the submission process.

At this time, MAAM is planning for a both a virtual and in-person gathering of museum professionals. Conference dates for the virtual event are TBD. The in-person portion of the Annual Conference will occur October 13-15, 2021. We are in conversation with the Hotel DuPont to discuss our options for meeting safely.

While we are hopeful about hosting in-person events for the Annual Meeting, the safety of our members remains a top priority. If circumstances dictate, we will be ready to transition to a fully virtual format.

We plan to be as flexible as we can with proposals. If you need accommodations, let us know by emailing [info@midatlanticmuseums.org](mailto:info@midatlanticmuseums.org)

This form will be open to submissions until 5pm Eastern, on Friday, April 30, 2021.

\* Required

Email address \*

Your email

Page 1 of 7

Next

Never submit passwords through Google Forms.

This form was created inside of Mid-Atlantic Association of Museums. [Report Abuse](#)

Google Forms



# 2021 MAAM Annual Conference Call for Session Proposals

\* Required

## What to know about the theme of MAAM 2021

How do we center people in museums?

Over the past year, museum professionals have grappled with questions concerning institutional identity, accessibility, visitor experience, staffing, and the widespread inequities of the field. Out of these challenges arose an inspiring host of ingenious, resourceful, and creative ideas. Focus shifted to the amazing people of museums – visitors, volunteers, and staff – as central to navigating these challenges.

The 2021 MAAM Annual Meeting will provide an opportunity to answer, “How do we center people in museums?” This conference will address what it means to be people-focused and will highlight key examples of where this approach can take us as a field. Conference discussions will center institutional identity, staffing, public programs, collections, and community engagement, among other relevant topics. We will share examples of efforts to enact change, discuss the future of museums during and beyond the pandemic, and address the continued inequities that shape professional participation in the museum field.



### Session Topics \*

Below are some topics and session ideas related to our conference theme. Please check as many boxes as pertain to your proposal. You may choose to submit a proposal on a different topic, please see the question below to input additional topics.

- Institutional Identity/Governance
- Accessibility
- The Visitor Experience
- Staffing
- Inclusion
- Advocacy
- Labor and Unions
- Rapid Response Collecting
- Deaccessioning
- Public Programming
- Digital Access
- Education
- Addressing Inequities in the Field
- Representation in Collections
- Representation in Curation and Interpretation
- Community Engagement

Have another idea for a session topic? Tell us what you're thinking:

Your answer

### Submitting Proposals

The Annual Conference is the perfect opportunity to introduce theoretical or philosophical frameworks that explore daily issues shared by all working in the museum field. Sessions should present differing perspectives that constructively enliven the conversation, and reflect the conference theme. Industry partners are also welcome to submit proposals, but all panels must include at least one museum professional. At least one person on the panel must be a member of MAAM or must become a member of MAAM either at the individual or the institutional level before the preliminary program is released in August.



**Please review the session requirements below:**

All session proposals are due by 5 PM Eastern on Friday, April 30, 2021 and will be reviewed by the MAAM Annual Conference Program Committee.

Sessions can be between 30 minutes and 60 minutes in length. Sessions can be presented either in-person or in a virtual format.

Please allow time for Q&A in your session.

Only complete submissions will be reviewed. Incomplete submissions will not be considered.

Decisions regarding the selection of sessions will be e-mailed to the session chair/contact person by June 30, 2021.

At least one person on the panel must be a member of MAAM or must become a member of MAAM before the preliminary program is released. <http://midatlanticmuseums.org/membership/membership-levels/>

Please save electronic proposals in PDF format as well as submitting through the Google Form provided.

Please confirm that all of the proposed speakers are available for speaking within the presentation dates (Oct. 13-15) before submitting a proposal. Virtual event dates are TBD, but will be in either late September or October.

MAAM does not provide honorariums or travel reimbursement for session presenters or moderators. Presenters who ONLY attend their session do not have to pay the conference registration fee; however, they cannot attend other sessions or programs. It is your responsibility to relate this policy to potential speakers within your panel.

At this time, MAAM is planning for a both a virtual and in-person gathering of museum professionals. Conference dates for the virtual event are TBD. The in-person portion of the Annual Conference will occur October 13-15, 2021. We are in conversation with the Hotel DuPont to discuss our options for meeting safely.

While we are hopeful about hosting in-person events for the Annual Meeting, the safety of our members remains a top priority. If circumstances dictate, we will be ready to transition to a fully virtual format.

We plan to be as flexible as we can with proposals. If you need accommodations, let us know by emailing [info@midatlanticmuseums.org](mailto:info@midatlanticmuseums.org)

Would you prefer to submit your session for a virtual format or an in-person format? \*

- Virtual
- In-Person
- Can present either Virtually or In-Person
- Undecided at this time
- Other:



I understand and accept the terms stated above regarding session submissions, session requirements, membership requirements, and speaker registration. \*

Yes

No

Page 2 of 7

[Back](#)

[Next](#)

Never submit passwords through Google Forms.

This form was created inside of Mid-Atlantic Association of Museums. [Report Abuse](#)

Google Forms



# 2021 MAAM Annual Conference Call for Session Proposals

## Session Selection Process

### Session Selection Process:

The Annual Conference Program Committee consists of representatives from the MAAM board of directors, two emerging museum professionals, MAAM members, and a representative from our local arrangements committee. The Program Committee will review session submissions during May and June 2021.

After developing the schedule for the conference, we will notify contact persons for selected sessions on or about June 30, 2021. The Program Committee reserves the right to request modifications to the submitted programs.

Page 3 of 7

[Back](#)

[Next](#)

Never submit passwords through Google Forms.

This form was created inside of Mid-Atlantic Association of Museums. [Report Abuse](#)

Google Forms



# 2021 MAAM Annual Conference Call for Session Proposals

\* Required

## General Information

Applicant Name \*

Your answer

Applicant Title \*

Your answer

Applicant Museum/Institution/Business \*

Your answer

Approximate Applicant Museum/Institution/Business Size \*

- Small (1-5 Employees)
- Mid-Sized (6-20 Employees)
- Mid-Sized to Large (20+ Employees)
- Independent



**Session Title \***

Session Titles will be used to market the conference to potential attendees

Your answer

**Session Abstract \***

In less than 200 words, describe the theme of the session and learning outcomes expected for attendees

Your answer

**Type of Session \***

No session should include more than a moderator/session chair and 3 participants/speakers. The only exception to the recommended number is for a performance or round table. Session format should be in whatever style best engage the audience and promote maximum interaction. Please select the format of your session below

- Panel (Moderator and up to 3 Speakers)
- Single Institution Case Study (Moderator and up to 3 Speakers)
- Point/Counter Point Debate
- Town Hall
- Roundtable Discussion
- Workshop
- Other:



### Target Audience \*

Sessions may appeal to a broad or select audience, depending upon the topic. Please check your top 3 anticipated audiences

- Leadership (Director, Department Head)
- Collections
- Conservation
- Curatorial
- Development/Fundraising
- Education
- Exhibition Development
- Facilities
- Museum Store
- Public Relations/Marketing
- Other (Please specify)
- Other:

### Career Level \*

Sessions are open to everyone, but please indicate your ideal attendee (select as many as applicable):

- Student
- Emerging Professional (7 years or fewer in the field)
- Mid-Career Professional (7 to 15 years in the field)
- Senior-Level Professional (15 years in the field)
- Nuts & Bolts (this session is providing basic information to attendees with no prior experience in this area)



# 2021 MAAM Annual Conference Call for Session Proposals

\* Required

## Speakers

Please note that at least one recognized museum professional must be represented in each session proposal AND at least one person on the panel must be a member of MAAM at either the individual or institutional level.

Please include the following information for the session chair and each speaker/presenter: Name, Title, Institution, City, State, Phone Number, Cell Phone Number and e-mail address.

Although it is preferable to identify panelists with this proposal, if you require assistance in identifying panelists, please characterize what qualifications you are seeking in the "Panelist" and "Brief Bio" section - for example: "director of a small rural art museum who has recently completed a capital campaign." If your session is then selected, Program Committee members will then work with you to help identify potential participants.

MAAM requires that one recognized museum professional must be represented in each session proposal as a session chair or panelist. This can include independent museum professionals or museum professionals in transition (between jobs, furloughed).

## Session Chair

**SESSION CHAIR:** Serves as the point of contact for MAAM's conference planners, receives all communications, and is expected to communicate all pertinent annual meeting information to session panelists. The session chair may also serve as a panelist.

## Session Chair Name \*

Please include your full name.

Your answer

## Session Chair Job Title/Institution/Location \*



Please include the following information in a list format. Job Title, Institution, City, State

Your answer

### Session Chair Contact Information \*

Please include the following information in a list format. Phone number and E-mail address

Your answer

### Session Chair Preferred Pronouns \*

Please include the panelist's preferred pronouns. Please do not assume the person's pronouns. If you are not able to ask the person their preferred pronouns, please write N/A below.

Your answer

### Session Chair Brief Bio \*

Please include a brief biographical statement about the session chair (100 words or fewer is preferable). Include what they bring to the session and draw a connection between presenters. Please do not attach resumes or CVs.

Your answer

Page 5 of 7

[Back](#)

[Next](#)

Never submit passwords through Google Forms.

This form was created inside of Mid-Atlantic Association of Museums. [Report Abuse](#)

Google Forms



# 2021 MAAM Annual Conference Call for Session Proposals

\* Required

## Panelist(s) Information

Please note that at least one recognized museum professional must be represented in each session proposal AND at least one person on the panel must be a member of MAAM at either the individual or institutional level.

Please include the following information for the session chair and each speaker/presenter: Name, Title, Institution, City, State, Phone Number and e-mail address.

Although it is preferable to identify panelists with this proposal, if you require assistance in identifying panelists, please characterize what qualifications you are seeking in the "Panelist" and "Brief Bio" section - for example: "director of a small rural art museum who has recently completed a capital campaign." If your session is then selected, Program Committee members will then work with you to help identify potential participants.

MAAM requires that one recognized museum professional must be represented in each session proposal as a session chair or panelist. This can include independent museum professionals or museum professionals in transition (between jobs, furloughed).

### Panelist 1 Name \*

Please include the proposed panelist's full name.

Your answer

### Panelist 1 Job Title/Institution/Location \*

Please include the following information in a list format. Job Title, Institution, City, State

Your answer



### Panelist 1 Contact Information \*

Please include the following information in a list format. Phone number and E-mail address

Your answer

### Panelist 1 Preferred Pronouns \*

Please include the panelist's preferred pronouns. Please do not assume the person's pronouns. If you are not able to ask the person their preferred pronouns, please write N/A below.

Your answer

### Panelist 1 Brief Bio \*

Please include a brief biographical statement for each session participant. Include what they bring to the session; why they were recruited; and draw a connection between presenters. This information will not be printed in the program. Please do not attach resumes or CVs.

Your answer

### Panelist 2 Name \*

Please include the proposed panelist's full name.

Your answer

### Panelist 2 Job Title/Institution/Location \*

Please include the following information in a list format. Job Title, Institution, City, State

Your answer

### Panelist 2 Contact Information \*

Please include the following information in a list format. Phone number and E-mail address

Your answer



### Panelist 2 Preferred Pronouns \*

Please include the panelist's preferred pronouns. Please do not assume the person's pronouns. If you are not able to ask the person their preferred pronouns, please write N/A below.

Your answer

### Panelist 2 Brief Bio \*

Please include a brief biographical statement for each session participant. Include what they bring to the session; why they were recruited; and draw a connection between presenters. This information will not be printed in the program. Please do not attach resumes or CVs.

Your answer

### Panelist 3 Name \*

Please include the proposed panelist's full name.

Your answer

### Panelist 3 Job Title/Institution/Location \*

Please include the following information in a list format. Job Title, Institution, City, State

Your answer

### Panelist 3 Contact Information \*

Please include the following information in a list format. Phone number and E-mail address

Your answer

### Panelist 3 Preferred Pronouns \*

Please include the panelist's preferred pronouns. Please do not assume the person's pronouns. If you are not able to ask the person their preferred pronouns, please write N/A below.

Your answer



### Panelist 3 Brief Bio \*

Please include a brief biographical statement for each session participant. Include what they bring to the session; why they were recruited; and draw a connection between presenters. This information will not be printed in the program. Please do not attach resumes or CVs.

Your answer

In a few words, please tell us how you plan to include diverse voices in this session. If you need assistance with including diverse voices in your session, please note that here. \*

Your answer

Please list the name of the panelist that is a MAAM Member. (Or will become a member). For more information, visit:

<http://midatlanticmuseums.org/membership/membership-levels/> \*

Your answer

Page 6 of 7

Back

Next

Never submit passwords through Google Forms.

This form was created inside of Mid-Atlantic Association of Museums. [Report Abuse](#)

Google Forms



# 2021 MAAM Annual Conference Call for Session Proposals

\* Required

## Additional Information

You have the option to present your session either virtually or in-person. In-person events will occur from October 13-15, 2021. Please briefly note any additional relevant information you wish to convey to assist the Program Committee in its decision making process. (E.G. You can only present on one specific date of the conference). Please note that at least one recognized museum professional must be represented in each session proposal.

For more about MAAM including programs from past annual meetings visit our website [www.midatlanticmuseums.org](http://www.midatlanticmuseums.org) For specific questions about session proposals email [info@midatlanticmuseums.org](mailto:info@midatlanticmuseums.org)

Meeting Style Preference (select as many as you'd prefer for in-person and virtual) \*

- Theater-style seating (In-Person)
- Round-tables (In-Person)
- Meeting (Virtual--All participants and panelists are on screen)
- Webinar (Virtual--Only panelists are on screen)

Do you require any accommodations for your presentation? If so, please explain.

Your answer



### Scheduling Request

Please describe the nature of your scheduling request.

Your answer

Anything else we should know about your session?

Your answer

**By submitting this form, I understand that if my session is accepted, I am making a commitment to my peers and to MAAM. If my session is accepted I will:**

confirm my participation and that of my speakers in a timely fashion and communicate all logistical and other information to session presenters.

find replacement speakers if any of my initial collaborators need to withdraw.

update my session description and any presentation special requests (room format, AV support, etc.) by the deadline given.

present the session at conference on the date and time assigned, unless prevented by extraordinary circumstance.

notify MAAM of any changes in my ability to present the session as accepted.

agree to abide by the MAAM code of conduct which can be found at:

<http://midatlanticmuseums.org/annual-meeting/>

I understand these terms as stated above and am ready to submit my form. \*

Yes

No

Thank you for your submission!

