National Conference Proposal
Grading Process & Criteria
updated 03.30.17

GRADING PROCESS

Session, demonstration and performance proposals are graded by the program team, which is comprised of OAKE members from the region/division hosting the conference. Executive committee members are invited but not required to grade proposals as well. Graders will recuse themselves from any proposal for which they are a sole or co-presenter.

Beginning in spring 2017, all proposals will first go through a blind review process; proposals are then ranked, according to highest averaged grades. Next, the program team co-chairs and one member of the Executive committee (typically the vice president) will view the results, unblinded, in an effort to ensure overall balance.

Proposal notifications are typically emailed by the first week in June.

GRADING CRITERIA

Proposals are graded on a 4.0 scale according to the following criteria:
- Clarity of writing
- Relevance of topic to the stated conference theme
- Overall importance to the profession
- Musicianship of Performance (if a performance proposal)

AFTER PROPOSALS ARE GRADED

Please do not post news of your proposal status (whether accepted or rejected) to any social media platforms until OAKE makes its announcement public in early October. This allows time for all of our selected presenters to confirm their participation and allows time to select alternate sessions in the event that an accepted presenter can no longer participate.

If your session is rejected, please do not take it personally; it is not a reflection on you or your work. Due to the finite number of session slots available, each year's program team has the unenviable and inevitable task of rejecting many qualified sessions and presenters. Ultimately, the program team is tasked with choosing sessions that will offer the best quality and most variety for conference attendees.

Due to the high number of sessions submitted, the program team does not provide comments or feedback on any session proposals.