

**SAR-SFAA COLLABORATIVE
PROCEDURES FOR SELECTING PLENARY TOPICS
November 2008**

In the past, topics for the SfAA plenary session were selected solely by the leadership of SfAA and SAR. However, at a meeting of the SfAA-SAR Collaborative during the 2008 SfAA meetings in Memphis, it was agreed that proposals be solicited from the SfAA membership at large. As a result, the following guidelines were devised for selecting the topic for the 2011 plenary session.

- 1) Call for proposals will be published in the February 2009 SfAA newsletter, SfAA website, SAR website, and other venues as recommended.
- 2) Applicants will be required to include a description of the topic plus a list of potential participants, not to exceed ten. Specific information, including application procedures and a downloadable cover sheet, will be available on SAR's web site. A link to that web site will be provided in the announcements.
- 3) As in the past, SAR will provide travel support as well as room and board for a planning seminar to be conducted at SAR in the summer or fall of 2010. Participants, however, will be expected to pay their own way to the SfAA meetings to participate in the plenary session. The results will be submitted to SAR Press for publication in its Advanced Seminar Series.
- 4) The deadline for receipt of proposals will be September 15, 2009. Applications are to be sent electronically to the Director of Scholar Programs at SAR (Nancy Owen Lewis), to a specific email address that will be set up for that purpose.
- 5) The Director of Scholar Programs (SAR) will process the applications and circulate the proposals and review sheets, electronically, to the review committee, which shall consist of eight members as follows:
 - a) SfAA (4): President, Past President, Program Chair, and Executive Director
 - b) SAR (4): President, Vice President, Director of Scholar Programs, and Co-Director and Executive Editor of SAR Press.
- 6) This group will convene at the AAA meetings in December 2009 in Philadelphia to select the winner.
- 7) SAR's Director of Scholar Programs will work with: 1) the seminar chair/s to organize the seminar and 2) SfAA leadership to organize the plenary.