



LegalWriting
institute



CALL FOR PROPOSALS

Proposals Due: 11:59 p.m. (EST) **Friday, August 4, 2023**

Mark your calendars for the 2024 Biennial Conference of the Legal Writing Institute! Sometimes the most challenging roads lead to the most desirable destinations. And legal writing professors around the world have surely tread a difficult path, not just during the pandemic, but for the past few decades. But we can take heart because the best is yet to come. Accordingly, the 21st Biennial Conference theme – *The Best Is Yet to Come* – will look ahead with cautious optimism, exploring the myriad ways that legal writing professors and our students can flourish into the future. With that in mind, we are particularly interested in presentation proposals that examine the following:

1. How we adapted during the pandemic and how those insights and innovations can enrich our post-pandemic teaching and scholarship;
2. How we can sustain happiness, energy, enthusiasm, and inspiration during periods of burnout, exhaustion, and fatigue;
3. What the legal practice and legal education will look like in the future and how our scholarship and teaching must evolve to meet the changing needs of our ever-changing world;
4. How we can continue to build the discipline of legal writing, produce impactful research, and promote greater scholarly engagement;
5. How we can meaningfully foster diversity, equity, inclusion, belonging, and civility in our communities and our classrooms;
6. How we can promote respectful dialogue across difference;
7. How we can raise awareness and appreciation of our expertise and discipline among jurists, practitioners, and colleagues; and
8. How we can flourish as teachers, scholars, and human beings both now and in the future.

We also welcome proposals on any other topics related to our discipline, including those regarding scholarship, teaching, discipline-building, service, and status. Because we value diverse perspectives, we are especially excited to showcase new members of the legal writing community as well as members of traditionally underrepresented groups.

This Conference indeed promises to be the best yet, and we hope you will meet with us to reconnect and share ideas about teaching, scholarship, discipline-building, professional development, and more. In 2024, we anticipate dynamic programming targeting the needs and interests of everyone in our community, with designated tracks for (1) Early Career, (2) Middle Career, (3) Late Career, (4) Scholarship & Discipline-Building, and (5) Bench & Bar. We also expect to incorporate an LWI Committee and Publications Fair, wellness retreats, community service opportunities, and a variety of presentation modes to meet the needs of our community.

The Program Committee welcomes proposals on any subject of interest to the legal writing community, and we hope the theme inspires your proposals. Below is a chart to help you determine where your presentation might best fit within our tracks:

Early Career	Middle Career	Late Career	Scholarship & Discipline-Building	Bench & Bar
<ul style="list-style-type: none"> ● Teaching Tips ● Problem Design ● Lesson Planning ● Student Concerns ● Tenure and Other Status Concerns ● And more! 	<ul style="list-style-type: none"> ● Curricular Planning ● Navigating Politics ● Administrative Duties ● Visitorships ● And more! 	<ul style="list-style-type: none"> ● Legacy-Building ● Being an Effective Mentor ● Sabbaticals ● Navigating Change ● And more! 	<ul style="list-style-type: none"> ● Cultivating Scholarly Engagement ● Engaging in Meaningful Scholarship ● Effective Research Techniques ● Crafting a Scholarly Agenda ● Promoting Scholarship ● And more! 	<ul style="list-style-type: none"> ● Connecting LRW Programs to the Bench & Bar ● Best Practices for Practitioners ● Learning from the Bench and Bar ● And more!

This Call for Proposals seeks individual, small group, and LWI committee-sponsored presentation proposals. Although LWI committees have historically submitted proposals through a separate call, this year the Programming Committee has departed from that tradition to streamline the process. **LWI committee-sponsored proposals will be considered in the same way that individual and group proposals are considered and must be submitted by or before August 4, 2023.** All LWI committees and LWI

publications will have an opportunity to participate in a tabling fair during the Biennial where they can share information about their work with the broader legal writing community. Separate calls will be forthcoming for the Fair, scholarly works-in-progress, wellness retreats, and community service opportunities. We encourage presentation proposals from everyone, *especially you*.

Diversity Statement

The Legal Writing Institute treasures the variety of perspectives and experiences of each and every person in our community. Understanding the sometimes silent and invisible nature of implicit bias, systemic racism, and discrimination, we strive to recognize and reject all forms of bias, racism, and discrimination while nurturing those voices and perspectives that may not be mainstream. We welcome proposals that reflect diverse viewpoints, values, and lived experiences, and the Program Committee will evaluate proposals with an eye toward showcasing a variety of voices and perspectives.

Presentation Formats

We look forward to seeing you at the 2024 Biennial, in person. To accommodate those in our community who may not be able to present in person, we are offering the option to present via a Pre-Recorded Loop Presentation. To be included in the program, all presenters must either attend the conference and present in person or present via the Pre-Recorded Loop Presentation. The Pre-Recorded Loop Presentation is the only virtual option for presenters at the 2024 Conference.

The 2024 Conference presentation formats are described below, and each description offers some inspiration for the types of topics that might work well for each format. These ideas are meant to inspire your creativity and are in no way intended to constrain your choice of topic or format when submitting your proposal. Each of the formats are suitable to present on scholarship, discipline-building, teaching, service, or any other topic.

- **Pre-Recorded Loop Presentation (6 minutes or less).** A loop presentation is a pre-recorded video of 6 minutes or less that plays on a continuous cycle in a theater-style space, much like you might find in a museum. Attendees may wander in at any time to watch the presentations throughout the conference. Loop presentations may cover any topic. Loop presenters are not required to attend the conference in person to be included in the Conference Program. Loop Presentations must be submitted in .mp4 format no later than June 1, 2024. Topics naturally covered in a loop presentation could include, but are not limited to, sharing statistical insights, visually demonstrating a process or teaching technique, recognizing an achievement, sharing news about scholarly publications, or offering advice.

- **Lecture Presentations.** A lecture presentation involves one or two presenters speaking for the allotted time, using technology as necessary or desired, interacting with the audience as necessary or desired, and leaving some time for Q&A at the end. The 2024 Program will have options for two types of lecture presentations: **Flash (20 minutes)** and **Traditional (45 minutes)**.
 - A Flash presentation is a Ted-Talk-style focused idea presented by one person in 20 minutes. Topics readily covered in a Flash presentation could include but are not limited to demonstrating a class exercise, deconstructing a #legalwriting Twitter thread, exploring opportunities for career development (such as through a visitorship, sabbatical, or Fulbright Scholarship), discussing effective tools for research management, whittling a scholarly topic down to a manageable thesis, or challenging a legal writing convention.
 - A Traditional presentation is delivered by one or two people covering a topic or theme in 45 minutes. Topics naturally covered in a Traditional presentation could include, but are not limited to, explaining pros and cons of curricular choices, describing experiences implementing certain teaching techniques (such as live grading, report-to-partner exercises, peer review, and self-critique), discussing empirical research methods, explaining analytical frameworks, or navigating political challenges such as status and pay.
- **Panel Presentation (60 minutes).** A panel presentation provides an opportunity for 3-5 participants to engage in a conversation with each other on a discrete topic for 60 minutes. Each panel must have a moderator (who may or may not be a panelist) and the total number of participants, including the moderator, may not exceed five. Each panelist will be afforded equal time to offer comments on the topic, and panelists should coordinate their comments to address the various viewpoints and perspectives related to the panel topic. The moderator will manage time and facilitate the Q&A at the end of the panel presentation. While the audience will be invited to ask questions of the panel, the audience is not engaged in the conversation with the panel throughout the presentation. As much as possible, the panel presentation proposal should identify the panelists and moderator, and the Committee encourages panels to be comprised of panelists from different schools. Panel proposals should also emphasize the diversity of viewpoints on the chosen topic. Topics readily covered in a panel presentation could include, but are not limited to, unsettled or controversial topics like teaching certain technologies, such as ChatGPT, in the legal writing classroom, building the legal writing discipline, developing a scholarly agenda, complying with ABA Standards, or challenges to academia from external forces, such as the recent moves by some legislatures to ban the teaching of DEI-related topics in higher education.
- **Discussion Groups (90 minutes).** A discussion group offers a less formal, more conversational setting than the panel and lecture presentations and should identify

8-12 primary discussants to lead the conversation on a chosen topic for 90 minutes. Discussion groups must have a moderator, who may or may not be a discussant. Unlike the panel presentation, there is no formal Q&A at the end of the discussion group. Rather, the audience is invited to participate with the discussants throughout the conversation, and the moderator should be prepared to manage audience participation while ensuring each discussant has the opportunity to speak. Each discussant should be prepared to offer short remarks, 3-5 minutes, on the chosen topic. These remarks are akin to stating a thesis or an “elevator speech” so that the discussant clearly articulates a position on the topic while provoking additional discussion. At the beginning of the discussion group, the moderator should permit each discussant to state their short thesis, and then the conversation should be opened up between the discussants and the audience. Discussion group proposals may identify discussants, but the Program Committee can also issue a call for participants at a future time if the person submitting the proposal cannot identify a sufficient number of participants prior to submitting the proposal. Like with panel presentations, the Committee encourages discussion groups to be comprised of panelists from different schools and should emphasize diversity of viewpoints on the chosen topic. Topics natural to a discussion group could include, but are not limited to, the status of legal writing professors, the most impactful ways to build the discipline, navigating challenging politics, pros and cons of taking on administrative roles, managing the scholarly writing process, or supervising and mentoring others.

The Proposal Form

All proposals must be submitted using an online submission form available on Eventzilla. The [Proposal Form](#) will ask you for the following information:

1. Author First and Last Name - Include the first and last name of the person submitting the presentation proposal in these fields.
2. Institutional Affiliation and Job Title - If you are an individual submitting a proposal, identify your institution and job title in this space. If you are submitting a proposal on behalf of a committee, identify the name of your committee in the Institutional Affiliation field and your role (i.e., committee chair) in the Job Title field. If the person submitting the proposal is not the committee chair, please identify the committee chair(s) in the job title field.
3. Social Media Information - This field is optional, but we encourage you to include all your social media information so that LWI can support you in elevating your public profile.
4. Years Teaching Legal Writing - This field aids the programming committee in selecting presentations that will showcase diversity of perspectives and viewpoints based on years of experience.

5. Additional Presenters - The programming committee understands it may not be possible to identify every person who may participate in a discussion group or panel at this early stage. As much as possible, please try to identify participants for your presentation prior to submitting your proposal. If you are unable to identify all participants in advance, there will be an opportunity for you to supplement proposals to add participants at a later date.
6. Abstract Title - Include the title of your presentation in this field.
7. Abstract Summary - Describe your presentation in this field, including any viewpoints you anticipate sharing through the presentation. The programming committee strives to ensure diverse viewpoints are included in the programming for the Conference. The presentation description included in this field will be used in the program if the presentation is selected. It should be concise (5,000 characters or less), informative, and compelling.
8. Category - Identify which category or categories of presentations (Lecture, Discussion, Panel, Loop) is most suitable for your proposal. You may select more than one, and we request that you rank your category preference. If only one category is suitable, please select that option and include it as your number one preference in the ranking field.
9. File Upload - Upload a headshot for the person submitting the proposal and any other presenters for whom you have a headshot available. The headshots will be included in the final program, and there will be an opportunity to add or change headshots at a later time. Preferred formats include .jpg and .png.
10. Tracks - Identify which track or tracks (Early Career, Mid-Career, Late Career, Scholarship & Discipline-Building, and/or Bench & Bar) will be best suited for your presentation. You may select more than one. If your proposal is on the Bench & Bar track, please include 1-2 sentences explaining how your presentation addresses matters directly related to the practice of law or the professional responsibility of attorneys or judges.
11. Technology - Identify any technology you anticipate needing for your presentation.
12. Prior Presentations - To ensure diversity of participants, the programming committee is seeking information regarding whether you have ever submitted a proposal in the past and whether you have presented at LWI. The committee also seeks information regarding whether you have presented on the same or similar thesis or topic at any other conference.
13. Diversity and Additional Information - These fields seek any additional information you think would be helpful to the committee when considering your proposal. Considering the 5,000 character limit under Abstract Summary is brief, these fields are places where you can further develop your thesis to help the selection committee when considering your proposal. Helpful information may include details about:
 - a. How the proposal advances the goals identified in the Diversity Statement;

- b. How the proposal builds the discipline of legal writing;
- c. Whether you have previously presented at LWI and/or submitted a proposal; and/or
- d. Anything else you would like the Program Committee to know.

This Form **should not** be used to submit proposals for the committee and publications fair, scholarly works-in-progress, retreats, or service opportunities. A separate call for proposals will be issued for these programs.

Limit on Number of Presentations and Proposals

Individuals may submit more than one presentation proposal, but to ensure that the maximum number of individuals may present at the Biennial, individuals will be limited to one Lecture presentation **or** Panel presentation. If more than one Lecture or Panel presentation is selected for the Biennial program, individuals will be asked to choose one.

In addition to the one Lecture or Panel presentation, individuals may also participate in one Loop presentation, one Discussion Group, and/or one LWI committee-sponsored presentation. The Fair, scholarly works-in-progress, retreats, and service opportunities do not count towards the presentation limit. Consider this non-exhaustive list of examples:

Permitted	Not Permitted
Person 1 1 Flash Presentation 1 Discussion Group	Person 2 1 Flash Presentation 1 Panel Presentation
Person 3 1 Traditional Presentation 1 Loop Presentation 1 Discussion Group	Person 4 1 Traditional Presentation 2 Loop Presentations

Person 5 1 Loop Presentation 1 Discussion Group Service Opportunity Scholarly Work-in-Progress 1 Committee-Sponsored Presentation	Person 6 2 Discussion Groups
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Selection Notification

By December 2023, you will be notified about the status of your proposal(s). If your proposal is selected, we will ask that you provide a photograph of yourself to accompany your biography on the conference app. You will also be permitted to edit your biography and presentation description.

Marketing Prohibited

Although the Program Committee welcomes proposals on any topic of interest to faculty who teach legal writing, a proposal will not be accepted if it appears to be a means to market a textbook or other for-pay product.

Questions about Proposals and Submission

If you have any questions about the proposal process, please contact Program Committee Members:

Rebecca Rich: rich@law.duke.edu
 Drew Simshaw: simshaw@gonzaga.edu

If you have any technical questions about the proposal submission platform, please contact Program Committee Member:

Bryan Schwartz: schwartzb@arizona.edu