

**ASEE 2024 ANNUAL CONFERENCE
FIRST-YEAR PROGRAMS DIVISION CALL FOR PAPERS**

The First-Year Programs Division (FPD) seeks paper and workshop proposals on topics related to FPD's primary objective: scholarly work relating to educational activities associated with first-year engineering students, including freshmen and transfer students. Topics/themes of interest include, but are not limited to, those listed in Table 1.

Table 1. Topics/themes of interest for First-Year Programs Division [1].

Topic	Call for Papers Themes
Research	Advances in engineering education research as it applies to the first-year experience;
Innovation	Innovative approaches to first-year engineering education;
Assessment	Pedagogical strategies for first-year learning objectives, ABET accreditation requirements, assessment;
Curriculum	Design, reform, evaluation, and classification of first-year engineering curriculum;
Experiential	Integrated experiential learning curricula & global/societal problems including service, research, and entrepreneurship for the first year;
Projects	Project-based, activity-based, and hands-on learning in the first year;
Design	Teaching and practicing the engineering design process in the first year;
Problem-Based	Creative, open-ended problem-solving courses and/or related teaching activities in first-year engineering programs;
Teamwork	Insights into teaming, group work, and team/individual assessment among first-year students;
Diversity	Inclusivity and diversity in the first-year engineering experience;
Retention	Retention and student success/motivation strategies for first-year students;
K-12 Transition	Programs that support the transition from K-12 to first-year engineering;
Recruitment	Programs, policies, or frameworks linking high school/two-year/transfer prep/junior college institutions and first-year programs;
Student Outcomes	Advising, student services, learning communities, orientation, tutoring, and other co-curricular first-year engineering student development programs;
Classroom Strategies	Professional development, technical communication, integration with math & sciences, major selection, peer-led team learning, and other models for first-year engineering;
Learning Technology	Instructional use of learning technologies, online tools, computational methods, and computer software in first-year engineering programs;
Space	Makerspaces, labs, equipment, materials to support learning in the first-year engineering experience

Please see the next page for types of submissions and guidelines for submitting.

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TYPES OF SUBMISSIONS

There are four types of submissions: Complete Paper, Work in Progress (WIP) Paper, Great Ideas For Teaching (and Talking With) Students (GIFTS) Paper, and Workshop. All accepted abstracts are expected to submit papers using the [FPD Style Guide and Template](#).

1. **Complete Paper:** The criterion for a Complete Paper is that it represents, at the time of draft paper submission, work for which available results can be analyzed to yield supported and significant conclusions. **There are three subcategories for Complete Papers.**

- **Research** papers present new findings, situated in the context of prior findings and models, including motivation and background of the work, methods, results, and implications of the work and/or future directions for research.
- **Theory** papers provide reviews, meta-analyses or other theory-focused work, situated in the context of previous literature to reveal relationships, patterns or models, or extend existing theories.
- **Evidence-based practice** papers provide analysis of one or more engineering education practice, including teaching approaches, instructional technology uses, and institutional strategies to support student success.

NOTE: There is a 15-page limit for the body of the paper (excluding references and appendices)

NOTE 2: Complete Paper sessions will be a mix of traditional presentation sessions and non-traditional sessions with shorter presentations and more interactive discussion; details will be shared later in the paper review process.

2. **Work in Progress (WIP) Paper:** Work in Progress Papers report on work that is still in the process of study and/or implementation for which results will not be available by the time of draft paper submission, for studies where the results are as yet inconclusive, and for studies at an early to intermediate stage for which authors are seeking feedback from the community.

- **Each submission in this category must have a title beginning with “Work in Progress:” with the colon separating the WIP phrase from the remainder of the title.**
- All WIP Papers accepted for publication will be assigned to either (1) a poster or (2) a postcard session to allow their authors maximum opportunity for extended conversations regarding their ongoing research.
- Please note that FPD will not accept as a Complete Paper any submission judged to fall under the WIP criteria and may reassign such papers as WIP submissions.

NOTE: There is an 8-page limit for the body of a WIP paper (excluding references and appendices)

3. **Great Ideas For Teaching (and Talking with) Students (GIFTS) Paper:** The Great Ideas For Teaching (and Talking with) Students papers describe curriculum units, professional development activities, or advising methods. **GIFTS papers must include all of the following: 1) motivation, 2) objectives, 3) practical implementation details, and 4) assessment methods.** The paper should demonstrate transfer from research to practice and provide sufficient detail for readers to adapt the innovation to their own classrooms. The work does not have to be complete but should be at a phase where all the above information can be presented.

- **Each submission in this category must have a title beginning with “GIFTS:” with the colon separating GIFTS from the remainder of the title.**
- All GIFTS Papers accepted for publication will be assigned to a curriculum exchange session with short presentations followed by round table discussions, where the presenters facilitate the discussion of how their best practices could be implemented in other institutions.
- Please note that FPD will not accept as a Complete Paper any submission judged to fall under the GIFTS criteria and may reassign such papers as GIFTS submissions.

NOTE: There is a 4-page limit for the body of GIFTS papers (excluding references and appendices)

4. **Workshop:** Workshops are scheduled as sessions of either 2 or 4 hours in length and will be held on the Sunday of the conference. Workshops provide attendees an opportunity to learn about a topic in depth and ways to apply the knowledge to their own settings.

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It is expected that the author(s) of a submission will support the Division by reviewing both abstracts and manuscripts submitted for the Annual Conference

GUIDELINES FOR SUBMISSION

Abstracts for Paper Proposals - Deadline – November 1, 2023.

Due to the competitiveness of publication in the First-Year Programs Division, the quality of a submitted abstract is of utmost importance. The abstract should contain sufficient information to enable reviewers to determine the suitability of the work for presentation in the Division and the likely impact of the results to be presented.

Therefore, abstracts must meet the following four (4) minimum requirements to be considered:

1. **You must include the type of paper submission you are proposing (Complete Research, Complete Theory, Complete Evidence-based Practice, Work in Progress, or GIFTS) in the first sentence of your abstract** (e.g., “This Work in Progress paper will describe...”, or “This Complete Research paper details...”). **WIP and GIFTS Paper submissions must also include the appropriate label in the paper title.**
2. Submissions **must** follow the ASEE Abstract Format guidelines with the exception that FPD requires a longer, detailed abstract (see #3, below).
3. FPD uses **detailed abstracts** for the abstract review process. Detailed abstracts are generally one full page of text (600-750 words maximum) and include the following: a motivation, a brief background on the problem being addressed or the theory being used to address a problem, methods/assessment, and results (or anticipated results). Abstracts are required to be text-only, so please save figures and tables for the draft paper submission.
4. **Abstracts are reviewed using a double-blind process.** Do not include the names of authors or of institutions anywhere in the body of the submitted document or its headings, in any references included, or in the file name or document properties.

Failure to follow the above guidelines may result in rejection of your submission.

Authors of accepted Complete Paper, WIP Paper, and GIFTS Paper abstracts will be required to submit a full paper manuscript using the [FPD Style Guide and Template](#) and meeting all requirements laid out in the [ASEE Authors Kit](#). These submissions will be evaluated using a detailed set of criteria to be provided at the time of abstract acceptance. Please note that abstract acceptance does not guarantee subsequent paper acceptance.

Workshop Proposals:

Proposals for Workshops submitted through the First-Year Program Division are to be sent directly to the FPD Program Chair, Joshua Hertz (j.hertz@northeastern.edu); DO NOT submit workshop proposals through the paper management system. **The Division’s deadline for submitting workshop proposals is November 1, 2023.** Proposals selected by FPD will be forwarded for further consideration by ASEE, which makes the final decision. Acceptance of a workshop proposal by FPD does not guarantee that it will appear in the final program. Workshop proposals must include the following information:

- A description of the session, including its purpose, format, learning goals, content, and activities;
- A schedule (i.e., something describing the general flow of the 2 hour or 4 hour workshop);
- A list of presenters/facilitators and their contact information, along with a brief justification for their ability to successfully accomplish the stated goals.

If the workshop is approved by FPD reviewers, it is then submitted to ASEE. The submission to ASEE will include additional information such as estimated attendance, estimated ticket cost, and responsible party to subsidize the expense if ticket revenue does not cover the entire cost of the event: ASEE charges for the room, expected food and beverage requests, and audio-visual needs.

If you have any questions, please feel free to contact the 2024 Program Chair for the First-Year Programs Division, Joshua Hertz (j.hertz@northeastern.edu).