



## Writing to Publish

**A Webinar on the Submission of Conference Proceedings Papers**

***LEADING THE CHALLENGE: NAVIGATING COMPLEX HIGHER  
EDUCATION ENVIRONMENTS WITH GRACE & GRIT***

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**NOVEMBER 10, 2023**

**2023 HBCU FDN Conference**

# Writing Interest Form

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[HBCU FDN Writing Interest Form.docx](#)

# Commemorating 30 Years

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For over 30 years, the HBCU Faculty Development Network (HBCU-FDN) has covered a variety of programs for administrators, faculty, and staff, aimed at improving students learning outcomes. To celebrate this milestone, we will commemorate the occasion with a peer reviewed published book of this year's **conference proceedings**. The HBCU FDN has fostered programs that include (but are not limited to) quality management, curriculum development, and developing the faculty workforce, especially at HBCU institutions. Ensuring quality in higher education has been a cornerstone of the HBCU FDN annual conference.

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4. any sales opportunities you're aware of
5. an estimated word count for the finished manuscript
6. a rough idea of the timeline for completing the final draft

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- Believe in your writing and in yourself
- Leverage your networks for advice and referrals

# Manuscript Opportunities

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- CONFERENCE PROCEEDINGS
  - 30<sup>th</sup> HBCU FDN CONFERENCE
  - Submission Webinar, November 10, 2023, 12:00 pm
  - See Call: [1 2023 Call Conf Proceedings.docx](#)
- HBCU BOOK SERIES
  - Submit Prospectus/Book Proposal
  - See Flyer: [Flyer - HBCU FDN Book Series in HBCU Education.pdf](#)
  - Submission Webinar, November 10, 2023, 1:00 pm

# Timeline: Conference Proceedings

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- Webinar on the Conference Proceedings Manuscript Submission by **November 10, 2023**
- Deadline for initial submission by **November 30, 2023**. A submission portal will be provided after the conference.
- Notification of manuscript acceptance by **January 15, 2024**
- Revised manuscript draft due **March 15, 2024**
- Editors' feedback to authors due **April 15, 2024**
- Final draft manuscript due **May 15, 2024**
- Submission to MEP by **June 15, 2024**



# Rating Criteria

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1. \*Does the manuscript have a title? **5 points**
2. \*Does the manuscript have a well-articulated abstract providing a thorough overview of the proposed paper? **5 points**
3. Does the manuscript provide a well-written and substantive literature review? Is the manuscript grounded and informed by research or theory? Does the manuscript present literature on the value of HBCUs? **20 points**
4. Does the manuscript present a well-written and sound methodology? **20 points**
5. Does the manuscript present well-written and clear results or findings? **15 points**
6. Does the manuscript present well-written and prudent conclusions or discussion? **15 points**
7. \*Are citations and references complete and in APA format? **5 points**
8. Does the manuscript include conference audience engagement reflection? **5 points**
9. What is the potential for the manuscript to advance knowledge and understanding of the topic at undergraduate and graduate levels? **10 points**

\*May be disqualified without this criterion.