

Alberto J. F. Cardelle, Ph.D., MPH*Provost and Vice President for Academic Affairs*

MEMORANDUM

TO: Faculty
FROM: Alberto J.F. Cardelle on behalf of the Harrod Lecture Committee
DATE: November 22, 2019

Full-time faculty members are cordially invited to submit an abstract of a lecture for possible presentation during the Harrod Lecture Series for the 2019-2020 academic year. **This will be the only call for abstracts for all lectures presented**, although the committee occasionally requests clarifications or elaborations of proposals.

Submissions from all disciplines are eligible. The abstract should describe an original work, expository or experimental in nature, which has not been accepted for publication elsewhere and is (1) of interest to the scholarly discipline, or (2) of relevance to the teaching/learning experience. Submissions may outline a presentation by one person only, which combines a lecture with a performing or visual artistic creation of the presenter. **The submission must be void of all identifying information of the person submitting the presentation.** The submission form below should accompany the document being submitted. A period of three academic years must have passed before a person who has presented previously is again eligible to present a Harrod Lecture. An example of eligibility follows:

2015-2016	Faculty member presented Harrod Lecture
2016-2017	Not eligible to submit proposal
2017-2018	Not eligible to submit proposal
2018-2019	Eligible to submit proposal
2019-2020	Eligible to present if recommended

The typed abstract (4 to 6 pages plus a bibliography) should be submitted to Joanne Rivard in the office of the Vice President for Academic Affairs by Friday, January 10.

The Harrod Lecture Committee will meet to review the abstracts and make its recommendations to the Vice President for the 2019-2020 series. Those having submitted a proposal will be informed as to whether or not their abstract has been accepted for presentation. Presenters will receive a \$500 financial award and the work will be published by Fitchburg State University Print Services. The presenter's lecture must be submitted in final form to the Vice President at or before the time of the lecture. Questions may be addressed to the committee, care of Dr. Alberto Cardelle, Provost and Vice President for Academic Affairs.

Harrod Lecture Submission Form
2019 - 2020

NAME:

DEPARTMENT:

DATE:

SUBMISSION TITLE:
