Randolph College Symposium of Afrtists and Scholars: Celebrating Student Excellence

Symposium and Application Information and Instructions

All students are invited to apply to present original works: research and creative endeavors, at the Annual Symposium of Artists and Scholars.

Important Dates: **Application Due Date: 8:30AM, Wednesday, March 27, 2024**

2024 Symposium: Wednesday, April 17, 2024

The symposium is modeled after an academic conference and will provide outstanding Randolph students from all classes and disciplines the opportunity to present the results of their research and creative work to the entire College and Lynchburg community. Like professional academic conferences, the program includes an application process with submission of abstracts. This document will provide the necessary information to assist you in the completion and submission of your application. The application should be completed through the link available on the Symposium website www.randolphcollege.edu/sas. If you have any questions about your application at any time during this process, please contact lbcarrera@randolphcollege.edu.

Application Instructions:

Complete the application through the link available on the Symposium website www.randolphcollege.edu/sas. The Artists & Scholars Symposium allows students to present their work in a forum appropriate to their discipline. Select the type of session that matches your presentation format, as described below:

Scholarly Talk: A student gives an oral presentation about original research s/he has conducted. This may include a Power Point presentation, the reading of a scholarly paper, or some combination thereof. 12 minutes in length with 3 minutes for questions.

Poster: A student or group of students prepares a poster describing the original work that has been done. Presenters remain with their poster during the scheduled poster period (one hour) in order to help visitors understand the visually presented material. Posters also remain up for the entire conference, available for viewing when the presenters are not there. Poster display boards are provided and size is 6 feet wide by 4 feet tall.

Performance: A student or group of students presents a musical, dance, or theatrical piece. 12 minutes in length with 3 minutes for questions.

Exhibition: A student or group of students presents original art work in the form of drawings, paintings, prints, sculpture, photos, film, or video. Presenters remain with their exhibits during the scheduled session (one hour) in order to help visitors understand the visually presented material.

Reading of Original Work: A student reads an original work of poetry or fiction. 12 minutes in length with 3 minutes for questions.

2. Secure approval from a faculty sponsor. If your project was nominated by a faculty member, your faculty mentor does not need to do anything further, except that you should be sure that they read your abstract before submission. Otherwise, all student applicants must obtain a faculty mentor who is familiar with your work and the specific project under consideration. Normally, this is a faculty member who has supervised your project. Faculty mentors must approve participation and should be asked to support the student application by submitting a brief e-mail of support to lbcarrera@randolphcollege.edu.

3. Prepare title and abstract. The title and abstract must be read by your faculty mentor before you submit it. The presentation title should be attention-grabbing, descriptive, easy to understand, and concise. For this interdisciplinary conference, authors should try to avoid discipline-specific terminology in presentation titles.

All presentations also require an abstract, which is a brief (**strict 150 word maximum**), informative summary and explanation of the presentation. Abstracts will be published online and printed in the symposium program. Because the symposium presentations are intended as learning experiences for all members of the Randolph College and Lynchburg communities and not just specialists in particular fields, each abstract should be written in such a way as to pique the interest of, and be understood by, educated individuals outside the discipline. Thus, it should be written in clear, simple non-technical language.

Several sample abstracts for various types of presentations are available at the Symposium website to assist you in writing your abstracts.

4. Complete the remaining questions on the application form.
Many of the questions are specific to each presentation type; they are not all discussed at length here, but should be self-explanatory. Please pay careful attention to equipment needs requests on the application form. Specific equipment and setup information is as follows:

> **Scholarly Talks and Readings:** The standard equipment that will be provided for all scholarly talks and readings includes a lectern or podium, a microphone, and a computer with projector and screen. Please indicate if you have any additional A/V or IT requirements for your presentation. If Powerpoint or other computer presentation tools will be used, electronic files must be completed and uploaded to a network drive folder that will be provided by the morning of the Thursday of Symposium. Length is 12 minutes with an additional 3 minutes for questions.
> **Performances:** The setup for performances will vary depending on needs. Availability of performance venues (Wimberly Recital Hall, Smith Hall Theater, Thoresen Theater, and others) will depend on scheduling of the symposium and other scheduled campus events. The Center for Student Research (CSR) will make every attempt to arrange for appropriate venues. It is up to you to arrange any special lighting or stage management that is needed once the venue has been determined. In addition to performing, presenters are encouraged to speak briefly about the work. 12 minutes length plus 3 minutes for questions.
> **Poster:** The standard setup for poster presentations will be a 4 foot (height) by 6 foot (width) panel supported on an easel. Please indicate if you have any additional set up requirements for your poster presentation. Posters are expected to be mounted by the Friday morning of the Symposium. In addition to displaying their work, presenters will be expected to answer questions

about their work, and are expected to arrive at least ten minutes prior to the start time of the event, and will remain with their poster during the entire poster session (approximately an hour). **Exhibit:** Exhibiting artists are expected to work with the Center for Student Research in the weeks preceding the Symposium to ensure that the artwork can be appropriately displayed. We can provide a 4x6 board as described above, easels, or a table, depending on your exhibit needs. Please indicate set up requirements for your exhibit. Exhibits are expected to be mounted by the Friday morning of Symposium. In addition to displaying their work, presenters will be expected to answer questions about their work, and are expected to arrive at least ten minutes prior to the start time of the event, and will remain with their exhibit during the entire session (approximately one hour).

Selection Criteria: Each proposal will be reviewed by the members of the Student Scholarship Committee. Presentation sessions will be organized, scheduled, and grouped by the Committee. The Committee's goal is to bring together a collection of projects that presents the best work of our students and accurately represents the wide array of scholarly and creative activities occurring on campus.

The Committee will determine if the abstract needs editing before publication. If editing is required, abstracts may be returned or they will be edited by the Committee, and returned to the student and faculty mentor for approval.

Notification: Acceptances will be announced within about a week. If we send the abstract to you for editing, it is considered accepted as long as the edits are made or approved.

Application Checklist:

Work with faculty mentor to compose a title and abstract of **no more than 150 words.**

Complete the Student Application form available on the Symposium website at www.randolphcollege.edu/sas by the application deadline provided

_____If not previously nominated, ask your faculty mentor to send a brief email of support to lbcarrera@randolphcollege.edu by the application deadline

Be sure to carefully note setup requirements for your presentation, in Section 4, above