**FACET**

**Session Proposal**

 ***Note: Although Sessions should include participant-based discussion, these events may formal academic presentations (lectures, panels, etc).***

Please complete the appropriate sections. Use a separate form for each proposal. Please submit the completed form in either hard or electronic copy to the Director of FACET. All proposals will be presented to the FACET team and the proposer will be contacted when a decision is made.

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| --- | --- | --- |
| Name | e-mail  | Phone |
|  |  |  |

Title of proposed event: Date:

|  |  |
| --- | --- |
|  |  |
|  |

Type of Event:

|  |
| --- |
| [ ] Panel Discussion[ ] Pedagogy-Based Lecture[ ] Informational Presentation[ ] Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Brief description of event:

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Presenter(s):

(please indicate “expertise” in subject (including a CV is acceptable))

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Type of room needed for session

(classroom lecture-style, panel dais, “smart” room, etc.)

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Please list any presentation material readers would need (audio, video, etc.)

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