

**ISA's Committee on Family Research (RC06):
CFR program for ISA 2014 XVIII ISA World Congress of Sociology
Facing an Unequal World: Challenges for Global Sociology
Yokohama, Japan
13-19 July 2014**

1. Programme Coordinator:

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2. Deadlines: CFR program will be organized according to ISA's deadlines (see <http://www.isa-sociology.org/congress2014/deadlines.htm> for details). Session organizers will be recruited from current and former officers and the full membership (other prominent family scholars not currently CFR members will be recruited to join CFR and organize sessions as recommended by officers and members).

a. 15 January, 2013 24:00 GMT RC provides name and contact details of Program Coordinator and indicate a deadline for sessions' proposals submission.

b. 15 January, 2013 24:00 GMT Proposals for Integrative Sessions which involve at least 3 RC/WG/TG, 3 National Associations or a combination of any three units, must be received at the ISA Secretariat isa@isa-sociology.org for selection process. Guidelines for applying for integrative sessions are available on <http://www.isa-sociology.org/congress2014/>

c. 1 February 2013 Proposals for session organizers and topic(s) due. To increase the number of participants, session organizers are encouraged to involve others as co-organizers of session, chairs, and discussants. The program coordinator (PC) will facilitate integrating similar sessions and adjusting topics to best complete a well-rounded and comprehensive program. Especially needed are organizers and suggestions for joint sessions with other RCs and integrative sessions.

d. 7 April 2013 24:00 GMT Call for Papers: PC must submit final list of sessions and their extensive descriptions and the language in which they will be held (English,

French or Spanish), as well as contact details of session organizers (name, affiliation, country, e-mail) to the ISA Secretariat at isa@isa-sociology.org for posting on the ISA Congress website as Call for Papers.

e. **3 June – 30 September, 2013 24:00 GMT** Participants must **submit abstracts** on-line via Confex platform. Abstracts must be submitted in English, French or Spanish. Only abstracts submitted on-line will be considered in the selection process.

f. **4 October – 24 November, 2013 24:00 GMT** Session Organizer must complete **selection of abstracts** and provide a final presentation designation (oral, distributed, poster, round table). Session Organizer can move good quality abstracts unsuited for the session to the PC's bin for transfer to another session.

g. **30 November, 2013 24:00 GMT** Session Organizer must **send notification letters** to: 1. Authors and co-authors of accepted abstracts; 2. Submitters whose abstract was rejected in this session but has been transferred to Program Coordinator for review and possible consideration in another session; & 3. Authors of rejected abstracts.

3. Sessions: At least 22 regular sessions will be planned including at least 16 paper sessions and two poster sessions (for other possible format see ISA guidelines). Paper sessions may include both presentation and distribution papers. To allow for adequate presentation time the maximum number of papers presented should be limited to 5 or less but session organizers will make the final decision. The poster session(s) will include papers submitted directly to the organizer and papers passed on from other session organizers that are of appropriate quality but do not fit their theme. The poster session(s) will be scheduled early in the week so that the posters can be on viewed through out the rest of the Congress. We will also schedule a business meeting, which we may combine with a poster session like we did in 2010.

We would also like to have at least one **special session on the Congress theme tentatively titled “Families Facing an Unequal World: Challenges for Global Sociology,”** work with other RCs as we have in the past on several **joint sessions**, and a possible **Integrative Session** (see <http://www.isa-sociology.org/congress2014/integrative-sessions.htm> for details). In addition we hope to have a reception as we did in 2010 that might be in conjunction with the business meeting and/or poster session.

4. Membership: Only members of CFR will be eligible to be session organizers, submit proposed papers, submit other proposed formats, and participate in the program. To remain on the program all session organizers, chairs, presentation authors of papers, and discussants **must** be a member of the CFR and should be a member of the ISA. Both the PC and session organisers need to **encourage** program participants and presenters in their sessions to become members of the ISA at least one year prior to the congress as the number of ISA members determines the number of sessions the CFR will be allotted at the Congress. In 2010, two extra sessions were awarded based on membership increases.

5. Submitting a proposed abstract and draft of paper: Each submission must include the following:

a. Author's and co-author's: full name, highest university degree held, current position including institutional affiliation with complete mailing address, a phone number, and email address.

Optional: A personal mailing address, if preferred and different from above, additional phone and/or fax numbers, and email addresses:

b. Paper Title (Recommended maximum length 12 words)

c. Abstract (up to 300 words that must include the following from the paper: 1. Objectives, 2. Methods including data sources, 3. Results, and 4. Conclusions)

d. Preferred keywords (up to 5)

e. Forwarding options: Other sessions where your paper should be considered.

f. Partial or Complete Draft of Paper (up to 20 pages including footnotes, tables, references, and appendixes)

6. Number of submissions: Authors may submit no more than two paper proposals as a sole author or as the first author on multi-authored papers. To maximize the number of participants, authors will only be allowed one sole-authored or first authored presentation and no more than two presentations on the final program. Authors who have two sole authored or first authored papers or one of each accepted must decide which paper will be presented and inform the session organizers promptly (a reordering of authors listed is also an option).

7. To be included in the program the participants (presenters, chairs, discussants, etc.) need to pay registration fees by **April 1, 2014**. If not registered, their names will not appear in the Program Book and in the Abstracts Book. If multiple authors at least one co-author should pay the registration fee by the early registration deadline. The names of other co-authors will be listed but if other co-authors wish to attend the conference they must pay the registration fee.

8. Review process: Session organizers will oversee the review process and it is recommended that it include anonymous peer reviews by at least two reviewers. The following criteria are recommended.

Circle the value that represents your evaluation, with 1 being the highest, the most, or best score for the paper.

1. Topic relevant to the session	1	2	3	4	5
2. Topic important to the study of session topic	1	2	3	4	5
3. Paper clearly written and logically organized	1	2	3	4	5
4. Paper reports completed research	1	2	3	4	5
5. Adequacy of methods and/or theory	1	2	3	4	5
Overall evaluation of the paper	1	2	3	4	5

Please write out any comments you have about the strengths or weaknesses of the paper to help in the evaluation

9. Other items: Besides the reception for CFR participants, other proposed social activities will be considered. **CFR members recommendations on local hotels, sites, and activities in Yokohama and Japan are most welcome.**

F=ISA 2014 CFR RC06 Program Guidelines 22 Dec 2012