Journal of University Teaching and Learning Practice

Special Issue Proposal

**<Title of Proposed Special Issue>**

**Rationale for the Special Issue:**

* How does the focus of the special issue advance theory and/or practice in university teaching and learning?
* What evidence is there that the proposed focus of the special issue is a contemporary or emerging area of interest for university teaching and learning (substantiate with references)?

**Content:**

* How will the special issue be structured?
* How will authors be invited and selected? Is there a particular group of authors that will be targeted?
* Are there specific discipline areas that will feature in the special issue?
* What new insights/areas of interest do you anticipate authors will present?

**Timeline:**

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| Date  | Activity |
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**Acknowledgement:**

I/we understand that as the editor(s) I/we have responsibility for:

* The management of the complete review process for all special issue submissions
* Producing an editorial for the special issue
* The management of editing and proof-reading required to ensure the standard of the final manuscripts is commensurate with the journal standard
* Liaising appropriately with the JUTLP Lead Editors with regard to the finalisation and publication of the special issue
* The costs associated with editing and desktop publishing the manuscripts in preparation for publication.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_