

**“Guidelines to Submit Articles for the Online Quarterly Newsletter
“Best Practices in Jesuit Higher Education”**

1. Contact Information

Full Name:		
E-mail Address:		
Area / Department in Institution		
Institution Name:		
Institution Location:	City:	Country:

Considerations:

- a) Participation in this initiative is aimed at the faculty of Jesuit higher education institutions and requires the **submission of an article** on best practices and know-how. After the publication of the article, the author will be invited to participate in a **webinar with a 20-minute presentation** on his expertise on the subject and then open a space for dialogue with the attendees.

- b) This project considers that the "best practices" of a Jesuit institution of higher education are the set of activities, policies and methodologies that allow the institutions to ensure the academic quality of their programs; to provide an integral formation; to carry out relevant research; to ensure a social impact; to maintain the healthy finances of the institution; to make the institutional resources efficient; to form managerial cadres; to remain at the forefront through processes of innovation; to respond appropriately to the challenges of the current context.

For this first, the following topic will be addressed:

- **Pedagogical innovation**

For the purposes of this project, pedagogical innovation will be understood as the process of pedagogical renovation that seeks to update practices inside and outside the classroom in order to offer students a comprehensive education that meets their cognitive needs, expands their understanding of the world, and prepares them for the changing technical, scientific, labor and personal demands imposed by technology. The scope of the innovations can be specific or very broad, in areas that help to facilitate the educational process, such as architecture, furniture, administrative management, technological resources (among others). But, as always, all innovation, small or large, in order to be considered as such, must be focused and at the service of improving the quality of education¹.

Here you can find some examples of the types of experiences for best practices and know-how: *Innovation in the online management of teaching and learning processes; innovation in teaching methodologies for theoretical and practical classes; innovation in student assessment; innovation in postgraduate teaching; innovation in guidance and tutoring; innovation in the practicum and innovation in divulgation; innovation in blending learning and teaching; innovation in learning environments.*

*This list of experiences is not exhaustive.

- **Ignatian Pedagogy:**

For this project, Ignatian Pedagogy would be understood as an approach that promotes the goal of Jesuit higher education; orients the teaching-learning process; addresses the faculty-student relationship; and has practical meaning and application for the classroom.

¹ Palacios, Victoria. *Ignatian Pedagogy and Educational Innovation*. Pontificia Universidad Católica del Ecuador.

The purpose is to educate the whole person; thereby, the students become competent, conscious, compassionate people, especially for those in need, and committed to change and social transformation.

For this purpose, the five characteristics of the Ignatian Pedagogical Paradigm are revisited: i) "**context**," in which the student is located and in which the process is developed; ii) "**experience**," which leads to a cognitive, affective and global approach to reality; iii) "**reflection**," which allows for the critical capture of the profound meaning of what has been experienced and prepares for decision making; iv) "**action**," or external manifestation of the reflected experience, expressed in coherent options, behaviors and actions; and v) permanent "**evaluation**" of the entire learning process.

Here you can find some examples of the types of experiences for best practices and know-how: *accompaniment; service and community learning; community engagement; programs based on social justice; personalized and community processes; cura personalis; implementation of Ignatian pedagogy in the curriculum and the student's trajectory; training of teachers in Ignatian pedagogy; measuring and evaluating the impact of Ignatian pedagogy on the student; strategies for the efficient implementation of Ignatian pedagogy.*

*This list of experiences is not exhaustive.

2. Content

- The article should include the following information on the practice:
 - o Description
 - o Type of experience
 - o Context in which it was carried out
 - o Objectives and methodology
 - o Results obtained
 - o Lessons Learned
 - o Opportunities for improvement (if any)
- If available, add the web link for the materials (images, photos, documents, videos, etc.)
- Appendices

- Images (JPG format)

*The articles sent will be reviewed by an Evaluation Committee and it will be this Committee that determines the publication of the document in the quarterly online newsletter.

3. Format

The article must:

- Be written at 1.5 spacing, 5,000 words. This limit does not include: title, subtitle, abstract/s, references, tables, table and figure legends, biographical reference of the author/s.
- The font to be used must be Calibri, 12 point. All pages should be numbered, including the bibliography.
- Include an abstract of no more than 200 words.
- The presentation of bibliographic references, footnotes and textual citations should be presented according to the standards of the American Psychological Association (APA). The veracity of the citations will be the responsibility of the author or authors of the article. All bibliographic citations included should have their correspondence in the "bibliographic references" section.
- The format for the compilation of photographs, sketches or illustrations should be in JPG format.
- Submissions should be sent to bestpractices@kirchernet.org. The document name of the file should be titled as follows: last name_first name_typeofpractice. (e.g. johnson_daniel_pedagogicalinnovation).

The author must consider that, by sending the file, he is giving his authorization to be published.