



# Cleveland State University

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## COLLEGE OF GRADUATE STUDIES GRADUATE STUDENT FALL AWARDS PROGRAM CALL FOR NOMINATIONS

**AWARD WINNERS WILL BE RECOGNIZED IN AN AWARD CEREMONY TO BE HELD  
IN SPRING 2021 (TBD)**

**Graduate Student Fall Awards Submissions due January 15, 2021 by 12:00 noon.**

### **PURPOSE**

The College of Graduate Studies is pleased to announce a call for graduate student award nominations. The purpose of these awards is to recognize graduate student achievements in four areas: 1) research and creative scholarship, 2) thesis and dissertation, 3) teaching, and 4) engagement and social advocacy. Some of these areas are further divided into categories. In each category, there will be an Outstanding Achievement award and an Excellent Achievement award. The monetary prize associated with each Outstanding Achievement award is \$500 (five hundred dollars), and the monetary prize associated with each Excellent Achievement award is \$250 (two hundred fifty dollars).

Nominees for the Fall Awards Program must:

- Be a current CSU graduate student or be no more than one year past graduation
- Have a GPA of 3.0 or better and be in good academic standing at the time of nomination

An eligible graduate student may be nominated and considered for more than one award; however, no nominee shall receive more than one award per Awards Program. For example, a participant may qualify for one Three Minute Thesis award in tandem with another award). See the 3MT (Three Minute Thesis) Competition for information at <http://www.csuohio.edu/gsrc/college-graduate-studies-202021-awards-programs>

Award winners are not eligible to apply for the same award in subsequent years. **Award winners are also not eligible in subsequent years for a different award based on the same work.**

## RESEARCH AND CREATIVE SCHOLARSHIP AWARDS

### Graduate Student Outstanding / Excellent Achievement Award

This award recognizes and rewards graduate students for sustained and substantial research or creative scholarship contributions in their field of study. This award is intended to reward substantial research or creative scholarship achievements for any work performed outside of a master's thesis or doctoral dissertation, including, but not limited to, a project, capstone project, non-graded work, or work completed outside or above and beyond core curricular classwork. Research or creative scholarship must have been conducted while a graduate student at Cleveland State University, and must not include work completed as part of a thesis or dissertation.

***Students seeking to apply for an award based on thesis or dissertation work should apply instead for the Thesis or Dissertation Award. Work that is part of a thesis or dissertation will not be considered for this award category.***

One Outstanding Achievement award and one Excellent Achievement award will be granted to a doctoral or master's student in each of three categories:

- Research in Natural Sciences (incl. Health Sciences), Engineering, and Mathematics
- Research in Law, Education, Social Sciences, Humanities, and Business
- Creative Scholarship

NOTE- the Creative Scholarship category is only for those disciplines in which research is not the norm (e.g., exhibitions of visual art, publications of fiction)

## THESIS AND DISSERTATION AWARDS

These awards are granted to graduate students for research that is being conducted for a master's thesis or doctoral dissertation which has the potential to make a substantial contribution to their field. Prior to the submission deadline for this award, the student must have successfully defended the thesis/dissertation proposal and must have on file with the College of Graduate Studies a *Master's Thesis or Dissertation Proposal Approval form* with the required signatures.

A total of eight awards will be granted as follows: One Outstanding Thesis/Dissertation Award and one Excellent Thesis/Dissertation Award will be granted for one master's thesis and one dissertation in each category below:

- Research in Natural Sciences (incl. Health Sciences), Engineering, and Mathematics
- Research in Law, Education, Social Sciences, Humanities, and Business

## TEACHING AWARDS

### Graduate Student Teaching Award

These awards are granted to two graduate students who have demonstrated extraordinary performance in teaching as the instructor of record. The successful nominees will demonstrate the ability to facilitate student learning, the willingness and ability to solicit and reflect on feedback about teaching and implement changes for improvement, excellent knowledge and enthusiasm for course subject matter, and the ability to utilize a variety of teaching strategies appropriate to the course content.

### **Graduate Student Teaching Assistant Award**

These awards are granted to two graduate students who have demonstrated excellence in assisting the course instructor of record as a course grader, course tutor, review session instructor, lab instructor, or in another supportive teaching role. The successful nominee will demonstrate the ability to facilitate student learning, the willingness and ability to solicit and reflect on feedback about teaching and implement changes for improvement, and excellent knowledge and enthusiasm for the course subject matter.

### **ENGAGEMENT AND SOCIAL ADVOCACY AWARDS**

#### **Graduate Student Engagement and Social Advocacy Award**

This award will be granted to two graduate students who have demonstrated an exemplary commitment to helping disenfranchised and disempowered groups through community engagement and/or social justice advocacy. The nominee's commitment to engagement and/or social justice must be mutually beneficial to student learning, academic scholarship and community well-being, and be demonstrated through practice, research or professional service in their field.

### **GUIDELINES FOR NOMINATION SUBMISSION**

Successful nominees must submit a clear and well-organized nomination package **IN A SINGLE PDF DOCUMENT**. Faculty reviewers will be from many different fields across the University, therefore the Project Summary or Teaching Statement should be written in plain English that is clear and unambiguous so that the proposal is understandable to readers completely outside of the discipline. Nonetheless, the intellectual underpinnings of the work should be clear. Nominees may submit nominations for more than one award; provided, however, that each nomination must be materially different and tailored to the particular award to which it is directed. Submitting identical nominations for more than one award may result in disqualification from one or all award categories. The format described below must be followed rigorously; non-compliance with the format or failure to submit all materials by the submission deadline may result in the disqualification of a nomination. All nomination materials must be sent via email in **A SINGLE PDF ATTACHMENT** to Shandra O'Dell at [s.l.odell@csuohio.edu](mailto:s.l.odell@csuohio.edu). Please put **"GRADUATE STUDENT AWARD SUBMISSION"** on the subject line in all capital letters. **REMINDER: THERE IS NO NEED TO NOMINATE A GRADUATE STUDENT FOR THE 3MT AWARD BEYOND THEIR SUCCESSFUL PARTICIPATION IN THE 3MT COMPETITION.**

## NOMINATION MATERIALS

**Nomination Cover Page:** (follows on pg. 6)

**Nomination letter:**

The nomination letter should be from the Research/Creative Scholarship Supervisor (for the Research and Creative Scholarship Awards, and the Thesis and Dissertation Awards), or the Program Director, Department Chair, or Faculty member (for the Teaching, as well as the Engagement and Social Advocacy Awards). If the person writing the nomination letter is not a CSU faculty member, that nomination should be accompanied by a letter of support from the Program Director, Department Chair, or CSU Faculty member familiar with the nominee's work. For teaching awards, at least one nomination letter should be from someone knowledgeable about your teaching (not necessarily your advisor).

Nomination letters should describe the significance of the nominee's contributions relevant to the award criteria. The letter should specify the nominee's substantive contributions to the final product (i.e., for Research/Creative Scholarship, Thesis and Dissertation, and Engagement/Social Advocacy), particularly if the work or achievement was co-authored or a group or team effort. It should also specify the nominee's unique contribution, the significance of the nominee's contribution, and the credentials of the nominee relative to the standards of his or her discipline. For the Research/Creative Scholarship and Thesis/Dissertation Awards, the nominator should comment on the stage of completion of the work, timeline for completion, and plan for dissemination of the findings. Note that for the Thesis and Dissertation Awards, the nominee must have successfully defended their proposal prior to the submission deadline for this award. For the Engagement/Social Advocacy Award, the nomination letter should attest to the relevance and rigor of the applicant's activity with a statement on the impact the work has made within the community.

**Abbreviated Curriculum Vitae: 2-page maximum (one-inch margins, single spaced, 12 pt. font)**

If nominated for a teaching or teaching assistant award, the CV should include the courses you have taught.

**Project Summary or Teaching Statement: 1-page maximum (one-inch margins, single spaced, 12 pt. font)**

- *Teaching statement (teaching/teaching assistant awards only):* For the teaching and teaching assistant awards, a one page teaching statement is required. This statement should not repeat the list of courses taught from your CV; it should instead give the committee insight into how you approach teaching and how this helps students learn. An effective teaching statement describes your philosophy toward teaching in general, and gives specific examples based on how you teach, your interactions with students, or your own experiences as a student. This should be an organized piece of writing similar to what you would submit when applying for jobs, and there are many online resources with ideas about what to include.
- *Project summary (all other awards):* This should include an abstract or summary of the research or creative scholarship, thesis or dissertation, or engagement and social advocacy activity for which the student is being nominated. For the research or creative scholarship award, the nominee must confirm the work is not part of a thesis or dissertation. For the engagement/social advocacy award, the nominee should demonstrate the impact of the activity and the ability to sustain or replicate it.

**Appendices:**

Nominees must submit evidence of their accomplishments. Examples include: published articles, drafts, conference proceedings or presentations, and a thesis or dissertation. Other examples of evidence that may be included in this section: Impact factor and other evidence of journal quality for published articles, number of citations or downloads of published articles, evidence of peer review and acceptance rates for journal articles and conference presentations, evidence of awards and recognitions or grants earned, evidence of the significance of the contribution to the field and/or the impact on students (e.g., teaching evaluations, course improvements, letters of support, or evidence of innovation and creativity in research, creative scholarship, engagement or social advocacy, or in the classroom) or the community (e.g., letters from professionals or community members substantiating the nominee's contributions to engagement and social advocacy, or evidence of innovation and creativity).

**Evaluation:**

Please see evaluation forms to help inform and guide your submission. These forms will be completed by the Graduate Student Awards Committee members during review.

View the following pages for the Nomination Cover Page and a Sample Scoring Rubric for the Fall Graduate Awards Program.

View information about the Three Minute Thesis Awards Program, now available online: <http://www.csuohio.edu/gsrc/college-graduate-studies-202021-awards-programs>



# College of Graduate Studies

## 2020-2021 GRADUATE STUDENT AWARDS NOMINATION COVER PAGE

### Student Information

Name of Graduate Student

CSU ID

Degree Seeking Program Name

Degree (please check one)

\_\_\_\_ Master's Degree

\_\_\_\_ Doctoral Degree

College Name

Address Line 1

Address Line 2

City

State

Zip Code

Email Address

Phone Number

Name of Nominator

### Please check one of the following:

**Research and Creative Scholarship Award in:**

\_\_\_\_ Research in Natural Sciences, Engineering, and Mathematics

\_\_\_\_ Research in Law, Education, Social Sciences, Humanities, and Business

\_\_\_\_ Creative Scholarship

**Thesis Award in:**

\_\_\_\_ Research in Natural Sciences, Engineering, and Mathematics

\_\_\_\_ Research in Law, Education, Social Sciences, Humanities, and Business

If applicable, date of successful thesis defense:

**Dissertation Award in:**

\_\_\_\_ Research in Natural Sciences, Engineering, and Mathematics

\_\_\_\_ Research in Education, Social Sciences, Humanities, and Business

If applicable, date of successful dissertation defense:

**Other Award in:**

\_\_\_\_ Teaching Award

\_\_\_\_ Teaching Assistant Award

\_\_\_\_ Engagement and Social Advocacy Award

**NOTE: NO NOMINATION IS NECESSARY FOR THE 3-MT AWARD**

### Endorsement from Student

I certify that activities described in the attached nomination were conducted in accordance with University regulations (such as the use of human subjects, academic integrity, etc.).

Student Signature

Date

**Thesis and Dissertation Award  
Evaluation Form**  
(to be completed by Awards Committee)

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

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

Rating Scale: (low/inadequate) 1 2 3 4 5 (high/exemplary)

Quality of Dissertation/Thesis Work:	
Quality of objectives of thesis or dissertation project	_____
Applied methods (this should include measures/methodologies that are sound/meet the research goals)	_____
Implementation (ability to carry out research methods; appropriateness and quality of data analysis)	_____
Analysis of findings (this should include conclusions & inferences that are reasonable given the findings, appropriate discussion of implications and limitations)	_____
Impact (significance and importance of the findings/conclusions/achievement)	_____
Published or Submitted/Under Review Manuscript/Work?	_____
<u>Comments:</u>	
Other:	
Credentials of the student (e.g., GPA) and evidence of recognition and achievements <b>specific to the thesis/dissertation project</b> (e.g., published or submitted/under review journal articles, refereed conference presentations, awards, grants, etc.)	_____
Nomination Letter(s)	_____
<u>Comments:</u>	
<b>OVERALL EVALUATION</b>	_____
<b>TOTAL RATING (out of 40)</b>	_____

**Research Award  
Evaluation Form**  
(to be completed by Awards Committee)

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

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

Rating Scale: (low/inadequate) 1 2 3 4 5 (high/exemplary)

Quality of Research:	
Quality of objectives of research	_____
Quality of: a.) project design, b.) analysis methods, c.) innovation/impact of work	_____
Describe the relevant research and how it is distinguished from work performed outside of a master's thesis or doctoral dissertation	_____
Describe how the research helps contribute to the student's scholarly development	_____
Describe the significance of the project/research to the applicant's particular field	_____
Impact of the research work on related fields and/or potential paradigm shifts	_____
<u>Comments:</u>	
Other:	
Credentials of the student (e.g., GPA) and evidence of recognition and <b>achievements specific to nominated research activities</b> (e.g., published or submitted/under review journal articles, refereed conference presentations, awards, grants, etc.)	_____
Nomination Letter(s)	_____
<u>Comments:</u>	
<b>OVERALL EVALUATION</b>	_____
<b>TOTAL RATING (out of 40)</b>	_____



**Creative Scholarship Award  
Evaluation Form**  
(to be completed by Awards Committee)

**Nominee Name:** \_\_\_\_\_

**Reviewer Name:** \_\_\_\_\_

**Rating Scale:** (low/inadequate) 1 2 3 4 5 (high/exemplary)

<b>Quality of Research:</b>	
Quality of objectives of creative scholarship	_____
Quality of: a) project design, b) demonstrations, exhibitions, s, performances, readings, publications of fiction, etc., c) data collections, equipment, media used, etc., d) projected end results or impact.	_____
Describe the relevant research and/or include relevant information on performance, galleries, museums, events, judges, exhibitions, juried exhibitions, journals etc., that may contextualize the creative project's importance.	_____
Describe how and to what degree the project contributes to the development as a scholar and/or, artist, etc.	_____
Describe the significance of the project in the particular field, and to the arts or humanities in general	_____
<u>Comments:</u>	
<b>Other:</b>	
Credentials of the student and evidence of recognition and achievements (e.g., GPA, published journal articles, refereed conference presentations, awards, grants, awards in exhibitions, commissions, and published reviews of an artist's work). Any record of internships with art organizations, volunteering as a docent, or working with community groups, etc.	_____
Nomination Letter(s)	_____
<u>Comments:</u>	
<b>OVERALL EVALUATION</b>	_____
<b>TOTAL RATING (out of 40)</b>	_____

**Teaching and Teaching Assistant Award  
Evaluation Form  
(to be completed by Awards Committee)**

**Nominee Name:** \_\_\_\_\_

**Reviewer Name:** \_\_\_\_\_

**(Check One)**      **Teaching Award**\_\_\_\_\_      **Teaching Assistant Award** \_\_\_\_\_

Rating Scale:                      (low/inadequate)   1   2   3   4   5 (high/exemplary)	
Quality of Teaching:	
Teaching activities described in detail	_____
Willingness to solicit feedback, reflect on feedback and implement changes	_____
Knowledge and skills in subject matter	_____
Impact:	
Ability to impact student learning and interest in the topic	_____
Other:	
Credentials of the student and evidence of recognition and achievements (e.g., GPA, published works about teaching, refereed conference presentations about teaching, awards, grants, etc.) as evidenced in their CV and other supporting materials	_____
Nomination Letter(s)	_____
<u>Comments:</u>	_____
<b>OVERALL EVALUATION</b>	_____
<b>TOTAL RATING (out of 35)</b>	_____

Appendices may include teaching evaluations, student supporting emails/letters or comments in evaluations, sample syllabi, sample materials such as PowerPoints, classroom activities, homework, etc., and supporting materials showing changes or improvements to courses over time.

## Engagement and Social Advocacy Award Evaluation Form

(to be completed by Awards Committee)

**Nominee Name:** \_\_\_\_\_

**Reviewer Name:** \_\_\_\_\_

**Rating Scale:** (low/inadequate) 1 2 3 4 5 (high/exemplary)

<b>Commitment:</b>	
Extent to which nominee demonstrates a commitment to helping disenfranchised and disempowered groups through community engagement and/or social advocacy (evidence may be through practice, research, and/or service)	_____
<b>Impact:</b>	
Extent to which nominee's efforts benefit student learning	_____
Extent to which nominee's efforts benefit scholarship (publication, presentation, etc.)	_____
Extent to which nominee's efforts benefit community well-being	_____
<b>Other:</b>	
Nomination Letter(s)	_____
<u>Comments:</u>	_____
<b>OVERALL EVALUATION</b>	_____
<b>TOTAL RATING (out of 30)</b>	_____

View information about the Three Minute Thesis Awards Program, now available online: <http://www.csuohio.edu/gsrc/college-graduate-studies-202021-awards-programs>