

Hazleton Graduate Excellence Award -- 2019
College of Business Administration

The Hazleton Award recognizes a graduate faculty member demonstrating excellence in teaching, research, or service in enhancing graduate education at the CBA. Two graduate faculty members may receive \$2,500 each in professional development funds, to be managed through the Office of the Dean.

Procedures and Selection Criteria:

- I. There may be up to three nominees (full-time tenured or full-time tenure track) from each graduate program in the CBA: MA in economics, MBA, MET, and MSIS. Department chairs will nominate faculty from the MA in economics, MET, or MSIS programs; and the MBA Director will nominate faculty from the MBA program. The intent of this process is to avoid self-nomination. Nominees must have taught at least five semesters within the relevant graduate program at CMU.

- II. Recipients of the award during the past five years may not be nominated. We again congratulate these recent recipients:
2018 James Melton
2017 Misty Bennett
2016 Pawan Jain
2015 Vigdis Boasson
2015 Deborah Gray

- III. Faculty must show how their performance has led to improvement in graduate education in the CBA at CMU. To do so, the applicant must explain and adequately document accomplishments *in at least one* of the following areas:
 - Providing a graduate course that is challenging, effective and consistent with improving the overall quality of the CBA graduate program
 - Implementing *innovative* teaching techniques and/or materials that improve the attainment and assurance of learning objectives established for the relevant CBA graduate program
 - Designing and teaching *innovative* courses that are particularly relevant to the graduate program in which the applicant teaches.
 - Enriching the educational experience of graduate students at CBA through the effective implementation of programs designed to improve the professional skills of students in business (e.g., mentoring programs, honors programs, internship programs, supervision of projects, interdisciplinary programs with other academic units on campus)
 - Demonstrating outstanding research productivity in refereed journals or outstanding research potential
 - Other teaching, research, or service activities (please describe).

- IV. Preference will be given to applicants who attend and document *at least one* seminar or conference related to the excellence area(s) documented in their application.
- V. Some examples of how excellence can be demonstrated, include but are not limited to:
- Attestations from students, alumni, faculty, or business professionals that the faculty member has demonstrated teaching excellence;
 - Supporting documents and materials that help the selection committee understand the environment of the course and the learning objectives the teaching is meant to accomplish;
 - Specific outcomes and accomplishments of students in a course;
 - Evidence of research quality and how it contributes to program excellence;
 - Evidence of improvements in specific program outcomes and goals.
- VI. Although it is ultimately the applicant's responsibility to provide supporting evidence, if teaching excellence is documented, this application will constitute permission to obtain the applicant's grade distribution reports for the past three years.
- VII. The narrative should be a maximum of four single-spaced pages, not including exhibits or supporting documents. The narrative and all documents must be submitted in a single, electronic file (PDF) entitled: Hazleton Application 2019_Grad Program_Last, First Name. A hypothetical example: Prof. Awesome Sauce teaches in the MSIS program and names her file: Hazleton Application 2019_MSIS_Sauce, Awesome.pdf)
- VIII. Applications should be submitted electronically to Nancy Worgess at worge1nz@cmich.edu by **5:00 PM on Friday, March 29, 2019**. *Late materials will not be accepted for any reason.*