

School of Public Affairs and Administration MPA SCHOLAR AWARDS and EMERGING STUDENT Awards Programs

Initiated in January 2010 for Implementation Effective Spring Semester 2010.

Approved by the SPAA Faculty: February 2010

Approved by the SPAA Faculty: December 2014

Revised and Approved by the SPAA Faculty: November 2016

Establishing the Award Criteria

In Fall 2014 the tenured and tenure-track faculty (and a term appointment) assigned to select courses developed a set of award criteria for each selected course. These criteria were submitted by the SPAA faculty at the October, November, December 2014 faculty meetings for review, comment, modification and approval. These newly approved criteria have been in place for making awards, starting spring 2015 and continuing until revisions are made by the faculty and/or funding is no longer sufficient. The revised MPA Scholar Awards and Emerging Student Awards Programs are a variation of the Awards programs in spring 2010. The awards are made within 30 days following the submission of final semester grades for the selected courses. An assessment of the criteria and the awards process for each selected course occur periodically. Modifications to the MPA Scholar Awards Program may occur upon approval vote by the tenured and tenure-track faculty.

Funding of the Awards

Funding of the awards come from donor generated funds and EUP revenue sharing, with award amounts recommended by the Director of the School and approved by the SPAA core faculty.

Announcing the Awards, the Criteria, and the Awards Recipients

The existence of the awards and course-by course criteria for selecting award recipients are announced to the MPA student body, via the SPAA website. Announcements of the awards program and the criteria for the awards occur every semester on the course syllabi and are also be posted on the SPAA website.

Announcement of the AWARDS recipients are communicated by a letter from the SPAA Director to the recipients within 45 days of the end of the awarding semester. Additionally, the award recipients are announced in the Public SPAACE, on the SPAA website, and in other SPAA, university and external communications, and at events where appropriate.

Selecting Award Recipients

Tenured, tenure –track, term appointment, and part-time faculty members assigned as instructor of record to the award-eligible courses are permitted to make recommendations for the scholar awards.

The course instructor of record making recommendations for the course awards (a) utilizes the criteria as adopted by the faculty, (b) evaluates students based on that criteria, (c) writes a summary statement explaining how the student nominee meets the criteria for receiving the award, and (d) submits the evaluation and summary statement to the SPAA director for “concurrent” action and retention of the submission records in a SPAA file.

The Director of the SPAA reviews the award recommendation and must concur with the faculty member’s recommendation in order for the award to be made.

Should the Director of the SPAA be the instructor of record for any of the selected courses, the above process applies with the addition of a consultation with and review by another core faculty member for “concurrent action” prior to making an award.

General Criteria for the MPA SCHOLAR AWARDS

1. The award recipient must be admitted to the MPA program prior to the semester or for the semester in which the award is given.
2. The award recipient must be in good academic standing in the MPA program. Certificate students or those in non-degree seeking status are not eligible.
3. The award recipient must be earning at least a “BA” or “A” in the course for which the award is to be made, according to specific criteria noted for each award. The criteria established for the award in each selected course must be related to academic achievement in the course, individual progress in mastering the course, accomplishing course outcomes, and quality of the assignment(s) for which the award is being made. The criteria established for the selected course must align with selected learning outcomes and measurement indicators for the course.

The award recommendation is to be made for students enrolled in the faculty member’s course during the semester for which the award is being made.

4. The enrollment for the course selected for an award must be at least ten (10) students at the end of the semester in which the award is made.

5. In accordance with university financial aid/award guidelines and schedule, awards are credited to the award recipient's student account for the semester following the semester in which the award is made. For student recipients enrolled in the last course of their MPA program, awards are distributed to the student at their address of record within sixty (60) days at the end of the semester.
6. Faculty are not required to nominate any student in a selected course for an award if no student on the course roster is deemed by the instructor to have performed with the exemplary quality required to receive an award.

Specific Criteria for the MPA SCHOLAR AWARDS: Established by faculty responsible for making the award nomination. Criteria must be approved by the core faculty before consideration of candidates for the award. The following awards are available:

1. RESEARCH PROPOSAL AWARD for PADM 6060 – available to 1 student in PADM 6060 meeting the following criteria:
 - a. The student developed a professional research proposal for rigorous scholarly or analytical work including:
 - 1.) A clearly defined problem,
 - 2.) A comprehensive theoretical discussion by drawing from the relevant literature including from other courses,
 - 3.) A logical conceptual framework,
 - 4.) A well-thought out research design with clear strategies for data acquisition and analysis, and
 - 5.) Clear and logical writing and oral presentation.
 - b. The research proposal of the student is considered to be the best among the class participants.
2. ORGANIZATION THEORY and BEHAVIOR AWARD for PADM 6080 – available to 1 student in PADM 6080 meeting the following criteria:

The student received the highest scoring on a combination of the final paper requirement and the course exam.

3. Public Budgeting for PADM 6120 — available to 1 student in PADM 6120 meeting the following criteria:

The student having the most innovative/creative, politically viable, balanced budget proposal.

4. LOCAL GOVERNMENT AWARD for PADM 6130 – available to 1 student in PADM 6130 meeting the following criteria:

- a. The student earned an A in the course.
- b. The student achieved the highest combined score in the class for quizzes, the application sections of course exams, case study review papers, and any external research papers or projects assigned in the course.
- c. The student had an excellent record of attendance and active participation in class discussions and E-Learning Discussion Board discussions.
- d. The student completed all assignments in the course.
- e. The student was judged to have directly accomplished the learning outcomes and objectives set for the course.
- f. The overall performance of the nominee was considered by the instructor to be exemplary, substantially above and beyond that of any other student in the course.

Each of the six criteria are equally weighted, ten points maximum each for a possible score of 60 points. All “A” students are scored against these criteria. In the case of a tie, the student with the highest overall GPA in the MPA program becomes the award recipient.

5. SUPERVISORY SKILLS/ COMMUNITY ENGAGEMENT AWARD for PADM 6290 – available to 1 student in PADM 6290 meeting the following criteria: (effective Fall 2016)

- a. The student earned an A in the course.
- b. The student achieved the highest score on the Competency Master Assignment.
- c. The student completed all course assignments and was judged to have directly accomplished the learning objectives set for the course.
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6. PERFORMANCE AND INFORMATION TECHNOLOGY AWARD for PADM 6390 – available to 1 student in PADM 6390 meeting the following criteria:

- a. The student earned an A in the course.
- b. The student achieved the highest combined score in the class for quizzes, the application sections of course exams, projects and/or case study review papers, and any other external research papers or projects assigned in the course.
- c. The student had an excellent record of attendance (no more than one excused absence and no unexcused absences) and active participation in class discussions.
- d. The student was judged to have directly accomplished the learning outcomes and objectives set for the course.
- e. The overall performance of the nominee was considered by the instructor to be exemplary, substantially above and beyond that of any other student in the course.

Each of the five criteria are equally weighed, ten points maximum each for a possible score of 50 points. All “A” students are scored against these criteria. In the case of a tie, the student with the highest overall GPA in the MPA program becomes the award recipient.

7. NONPROFIT GOVERNANCE AWARD – available to 1 student in PADM 6400 meeting the following criteria:

- a. The student earned an A in the course.
- b. The student chose to complete the Nonprofit Organization Case Profile project as the Competency Mastery Assignment and achieved the highest score on the project according to the established assignment rubric.
- c. The student completed all course assignments and was judged to have directly accomplished the learning objectives set for the course.
- d. The student had an excellent record of attendance (no more than one excused absence and no unexcused absences).
- e. The student demonstrated the Six Pillars of Character (trustworthiness, respect, responsibility, caring, fairness, and citizenship) in interaction with colleagues, community agencies, and other learning stakeholders while participating in the course.

In the event of a tie, the student with the highest overall GPA in the MPA program will receive the award.

8. ADMINISTRATIVE AND DELIVERY OF HEALTH SERVICES AWARD for PADM 6515 – available to 1 student in PADM 6515 meeting the following criteria:
 - a. The student earned an “A” in the course during the semester the award is given.
 - b. The student demonstrated honesty on all works submitted. This means, the student meets the Code of Student Conduct from the Graduate College.
 - c. The student communicated in a professional manner and with respect towards the instructor and classmates.
 - d. The student completed satisfactorily or better all assigned work and demonstrated evidence of advanced performance throughout the semester.
 - e. The student possessed an excellent record of attendance by coming to class on time and with a maximum of one absence (must have been excused) during the semester.
 - f. The student demonstrated evidence to assist his/her peers to succeed in class, as he/she would have done in real life in health care institutions.
 - g. The student demonstrated excellent writing and oral skills in all assignments.

9. BEST PROJECT PAPER AWARD for PADM 6800- available to 1 student in PADM 6800 meeting the following criteria:

The student conducted an original research project consisting of professional analysis of a management problem leading to practical implementation in a governmental or nonprofit setting, or theoretical inquiry in the field of public administration, which meets or exceeds the standards established by the faculty member of record, and is determined to be the best among this class of participants.

SUMMARY of AWARDS

<u>Award</u>	<u>\$ Amount</u>
Research Proposal—PADM 6060	300
Organization Theory and Behavior—PADM 6080	300
Public Budgeting—PADM 6120	250
Local Government—PADM 6130	250
Supervisory Skills/Community Engagement—PADM 6290	250
Performance/Info Technology—PADM 6390	300
Nonprofit Governance—PADM 6400	250
Administration and Delivery of Health Services—PADM 6515	250
Best Project Paper—PADM 6800	500

Total Cost of MPA SCHOLAR AWARDS =

Not to exceed \$3000/semester

In addition to the above selected course awards known as MPA SCHOLAR AWARDS, there shall also be a

MPA EMERGING STUDENT AWARD – an award given to no more than two (2) students in any semester (Spring, Summer, Fall) meeting the following criteria:

- a. The student is in his/her first semester of classes after being admitted to the MPA program,
- b. The student earned at least a 3.8 cumulative GPA for all courses taken in the semester,
- c. The student is not a recipient of any of the above scholar awards (1-9), and
- d. The student demonstrated extraordinary initiative and collegial participation in the classroom as he/she engages in learning of new concepts.
- e. Preference is given to student taking at least one core course in the semester of consideration.

A list of students meeting the criteria a-c is provided to core faculty. The number of students meeting criteria a-c in any semester must be equal to or greater than 10 students. If less than 10 students meet criteria a-c in any semester, the award shall not be given. The core faculty discuss the evaluation of the students on criteria d, and by consensus recommend to the

Director nominees for the Emerging Student Award. The Award shall be in the amount of \$150 per student.

Total Cost of EMERGING SCHOLAR AWARDS and EMERGING STUDENT AWARDS per semester shall not Exceed \$3150.

MPA SCHOLAR AWARDS

MPA EMERGING STUDENT AWARD