



**THE AMERICAN ASSOCIATION OF HISPANICS IN HIGHER EDUCATION (AAHHE)
AND EDUCATIONAL TESTING SERVICE (ETS)
OUTSTANDING DISSERTATIONS COMPETITION 2018**

Guidelines

The following guidelines and accompanying explanations are provided to ensure objectivity and the highest possible standards for the Dissertations Competition.

1. Who is eligible to enter the competition?

The competition is open to anyone who has completed a dissertation in the social sciences, broadly defined, between December 2015 and August 1, 2017. Additionally, the research needs to have application to the greater Hispanic community.

Dissertations are eligible if they are in domains that are related to the ETS corporate mission, including education, linguistics, psychology, statistics, testing, and so forth. Studies using any research approach (historical, experimental, survey, quantitative, mixed methods, etc.) are eligible.

Dissertations in the humanities, basic sciences, technology, engineering, and mathematics are not eligible.

Completion is defined as:

- (a) received the doctoral degree between the specified dates
- OR**
- (b) satisfactorily completed all the course work and the dissertation between the dates specified and the dissertations are acceptable to the candidate's committee, but the degree has not been conferred.

A routine check is made with the chair of the dissertation committee of the applicant to protect all competitors, the universities, the American Association of Hispanics in Higher Education and ETS.

2. What is the process?

The competition involves a two-step process: a) submission of a Dissertation Summary; and b) if selected as a semi-finalist, the submission of the full dissertation.

3. **What is the first deadline for the competition?**

August 12, 2017

Applicants submit via PDF (one document) a copy of the Dissertation Summary to the Chair of the dissertations competition, Dr. Rebecca A. Robles-Piña: edu_rar@shsu.edu

THIS IS A VERY FIRM DEADLINE. ANY DISSERTATION SUMMARIES RECEIVED AFTER THE DEADLINE WILL NOT BE CONSIDERED.

4. **How should the Dissertation Summaries be prepared?**

For the first round of judging, the applicant's dissertation is rated **SOLELY** upon the Dissertation Summary submitted. These summaries, then, must reflect accurately, concisely, and precisely, the research of the full dissertation.

The Dissertation Summary must include the following:

- A. **Title page** – A sample title page is attached to these guidelines. Please provide all the information requested. One page in length.
- B. **Abstract** – On a separate page, include a summary, **approximately 250 words in length**, stating in non-technical terms, the purpose, the methods and major findings of the study. Double-spaced and one page in length.
- C. **Main report section** – You should include: (a) the statement of the problem; (b) the purpose of the study; (c) literature review and theoretical orientation; (d) methodology including participants, instrumentation, hypotheses or research questions and data analysis; (e) major findings; (f) conclusions; (g) implications; and (h) significance to the broader research community and to the Hispanic community.

THE MAIN REPORT SECTION MUST NOT EXCEED TWENTY (20) PAGES IN LENGTH, DOUBLE-SPACED.

- D. **Appendix** – List the references, tables, figures, diagrams and pictures relevant to your summary. not to exceed (5) five pages, double-spaced.
- E. **Letter** – A letter, on university letterhead and signed by the Chair of the dissertation committee, must indicate that the dissertation meets the eligibility criteria, defined earlier in these guidelines, and detail is essential. The letter must also state how the Chair would rank the dissertation among previous dissertations chaired. Further, the Chair should address the evaluation criteria listed.

- F. The total Dissertation Summary and Appendix should not exceed twenty-five (25), double-spaced, 8 ½ x 11 pages.

5. **How will the Evaluation of Dissertation Summary be evaluated?**

(See Page 6)

6. **How many copies of the Dissertation Summary are required?**

A copy of the Dissertation Summary should be emailed via PDF format to:

Dr. Rebecca A. Robles-Piña: edu_rar@shsu.edu

7. **What is the general procedure that will be used in the competition?**

The judging, generally speaking, will be in two phases. The first phase will use the Dissertation Summaries as a basis. The Chair of the competition will send the abstracts to a panel of judges who will evaluate the Dissertation Summaries. Each judge will be asked to submit to the Chair of the competition a ranking of the top ten (10) Dissertation Summaries.

Based on the judges' rankings, the Chair of the competition will determine the top ten (10) Dissertation Summaries and these become the semifinalists. The Chair contacts the semifinalists and requests a copy of a complete dissertation to be submitted; this **document will be used as a basis for the second phase of the judging** process by the panel of judges.

The panel of judges will convene to read, evaluate, and rank the complete dissertations and will determine the top three (3) dissertations.

8. **What are the most important dates and deadlines?**

The schedule below, in addition to providing important dates and deadlines, provides additional information about the process.

August 12, 2017	Applicants submit via PDF (one document) format a Dissertation Summary to the chair of the dissertations competition, Dr. Rebecca A. Robles-Piña: edu_rar@shsu.edu.
August 19, 2017	Chair of the dissertations competition distributes Dissertation Summaries to the panel of judges.
September 23, 2017	Panel of judges completes screening and advises the Chair of rankings. Each judge identifies ten (10) top Dissertation Summaries.

September 26, 2017	Chair of the dissertations competition determines the top ten (10) Dissertation Summaries and advises all semifinalists of the results.
October 1, 2017	Semifinalists send a copy of complete dissertation in PDF or Word format to Terri Flowers at ETS: Tflowers@ets.org.
October 13-14, 2017	Panel of judges meets and selects the top three (3) dissertations.
October 18, 2017	Chair of the competition notifies three (3) finalists and the others not selected of results.
March 8-10, 2018	Winners are invited to present their dissertation at the American Association of Hispanics in Higher Education Thirteenth Annual National Conference Irvine, California.
March 10, 2018	Announcements of the competition and guidelines for 2018 are sent to all individual members of the American Association of Hispanics in Higher Education and to the presidents of AAHHE institutional members. Announcements will be posted on the website of both AAHHE and ETS. Announcements will be advertised in the <i>Journal of Hispanic Higher Education</i> , <i>Hispanic Outlook of Higher Education</i> and other journals. ETS will announce the competition to its constituencies.
March 10, 2018	The Outstanding Dissertations Competition winners for 2018 are announced at the awards breakfast at the American Association of Hispanics in Higher Education Thirteenth Annual National Conference in Irvine, California.

9. What recognition will be given to the winners?

There will be two types, or levels, of winners:

- a. The first level consists of the First, Second, and Third Place Winners.
- b. The second level consists of those who are recognized as Honorable Mention (the remaining 7 out of the 10 selected).

The three (3) finalists will be recognized formally at the annual awards luncheon during AAHHE's Thirteenth Annual Conference in Irvine, California, March 8-10, 2018.

The American Association for Hispanics in Higher Education will pay for travel expenses within the continental United States for the three (3) finalists, to include hotel room for two (2) nights and per diem for two (2) days. The Association will also pay the registration costs for the finalists at the conference.

The first place winner will receive an award of **\$3,000**. The second place winner will receive an award of **\$2,000**, and the third place winner will receive an award of **\$1,000**. The first place winner will receive an Edward Gonzales print, the 2nd and 3rd place winners will receive an AAHHE/ETS plaque.

The three AAHHE finalists will also present their dissertations in individual concurrent sessions at the conference. The American Association for Hispanics in Higher Education will also ask the three (3) finalists to submit to the *Journal of Hispanic Higher Education*, an academic article based on the dissertation.

ETS will invite at least one of the winners to publish the essence of the winning dissertation in an appropriate ETS publication and to showcase the research at a seminar hosted by ETS in Princeton, New Jersey.

10. Who makes the final decision?

All decisions by the panel of judges are final.

(Revised April 4, 2017)

OUTSTANDING DISSERTATION COMPETITION RUBRIC

Eligibility: Completed dissertation between December 2015 and August 1, 2017	Possible Points
(1) <u>Abstract (Includes purpose, methods used, major findings, and significance to Hispanic community; 250 words)</u>	5
(2) <u>Purpose of the Study</u>	10
(3) Theoretical Orientation	10
(4) Literature Review	5
(5) Methodology (Quantitative: Participants, Instrumentation, Hypotheses or Research Questions and Data Analysis; Qualitative: Participants, Instrumentation, Research Questions, Data Analysis [coding, software used, triangulation, themes, interpretations, conclusions]).	25
(6) Major Findings	10
(7) Conclusions	5
(8) Implications	10
(9) Significance to the broader research community	10
(10) Significance to the Hispanic community	10
Total Score	____/100

(Revised 4-4-17)



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TITLE PAGE

Name: _____

Address: _____ Preferred Phone: _____

_____ Email: _____

Current University or Employer Affiliation: _____

Address: _____

Your Current Title: _____

Title of Dissertation In Full:

Name of Institution Granting Degree: _____

Address: _____

Dissertation Chair: _____

Chair's Email: _____ Chair's Phone: _____

Doctoral Advisor if different from Dissertation Chair: _____

Advisor's Email: _____ Advisor's Phone: _____

Date on which doctoral degree was conferred:

Month: _____ Day: _____ Year: _____

Date on which defense of completed dissertation was held (if doctoral degree not yet conferred):

Month: _____ Day: _____ Year: _____