



**THE AMERICAN ASSOCIATION OF HISPANICS IN HIGHER EDUCATION (AAHHE)
AND EDUCATIONAL TESTING SERVICE (ETS)
OUTSTANDING DISSERTATIONS COMPETITION (ODC) 2019**

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 any Latina/o who has completed a dissertation in the social sciences, broadly defined, and/or anyone whose research focuses on the Hispanic community. Additionally, the dissertation needs to have been completed between December 2016 and August 1, 2018.

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 December 2016 and August 1, 2018
- OR**
- (b) satisfactorily completed all the course work and the dissertation between the dates specified above and the dissertations are acceptable to the candidate's committee, but the degree has not been conferred.

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. How should the Dissertation Summary 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 and clearly label the following:

- A. **Title page** – A sample title page is attached to these guidelines. Please provide all the information requested. One (1) 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 (1) page.
- 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. Not to exceed twenty (20) pages, double-spaced.
- D. **Appendix** – List the references, tables, figures, diagrams and pictures relevant to your summary. Not to exceed five (5) pages, double-spaced.
- E. **Letter** – A letter on university letterhead signed by the Chair of the dissertation committee indicating that the dissertation meets the eligibility criteria defined earlier in these guidelines-- detail is essential. The letter must also state how the Chair would rank the dissertation among previous dissertations chaired.

Dissertation summaries that do not adhere to page limits specified in these guidelines will **not** be considered for the competition.

4. **What is the general judging process 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 Dissertation Summaries to a panel of judges who will evaluate them using the rubric attached to these guidelines. Each judge will be asked to submit to the Chair of the competition a ranking of the top 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; the full dissertation 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.

5. 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, 2018	Applicants submit via PDF (one document) format a Dissertation Summary to the Chair of the dissertation competition, Dr. Patricia A. Pérez: pperez@fullerton.edu.
August 19, 2018	Chair of the dissertations competition distributes Dissertation Summaries to the panel of judges.
September 23, 2018	Panel of judges completes screening and advises the Chair of rankings.
September 26, 2018	Chair of the dissertations competition determines the top ten (10) Dissertation Summaries and advises all semifinalists of the results.
September 30, 2018	Semifinalists send a copy of complete dissertation in PDF or Word format to Dr. Patricia A. Pérez: pperez@fullerton.edu.
October 18-19, 2018	Panel of judges confers and selects the top three (3) dissertations.
October 21, 2018	Chair of the competition notifies three (3) finalists and the others not selected of results.
Feb. 28 – Mar. 2, 2019	Winners are invited to present their dissertation at the American Association of Hispanics in Higher Education Fourteenth Annual National Conference Hilton Costa Mesa Hotel, Costa Mesa, California.
March 10, 2019	Announcements of the competition and guidelines for 2020 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 2, 2019

The ODC winners for 2019 are announced at the awards breakfast at the American Association of Hispanics in Higher Education Fourteenth Annual National Conference in Costa Mesa, California.

6. 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 seven (7) out of the ten (10) selected).

The three (3) finalists will be recognized formally at the annual awards luncheon during AAHHE's Fourteenth Annual Conference in Irvine, California, February 2 – March 2, 2019.

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.

7. Who makes the final decision?

All decisions by the panel of judges are final.

(Revised April 24, 2017)

OUTSTANDING DISSERTATIONS COMPETITION RUBRIC

Eligibility: Completed dissertation between December 2016 and August 1, 2018	Possible Points
(1) Abstract (Includes purpose, methods used, major findings, and significance to Hispanic community; 250 words max)	5
(2) <u>Statement of the Problem</u>	5
(3) Purpose of the Study	5
(4) Literature Review & Theoretical Orientation	15
(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]).	20
(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
(11) Overall clarity, grammar, spelling and organization	5
Total Score	____/100

(Revised November 22, 2017)



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EDUCATIONAL TESTING SERVICE (ETS)**

OUTSTANDING DISSERTATIONS COMPETITION 2019

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: _____