GSO Merit Based Awards Call For Proposals 2019

In order to promote outstanding graduate student work at the University of Hawai‘i at Mānoa, the Graduate Student Organization (GSO) announces the annual Merit Based Awards to recognize graduate student excellence in Diversity, Mentorship, Research, Service and Outreach, and Teaching.

These awards fund up two (2) students in each category for a total of ten (10) awards, each in the amount of $5,000.

Application Policies:
(see Policies and Procedures for comprehensive outline)

1. Applicants must adhere to the University of Hawai‘i at Mānoa Student Code of Conduct.
2. Any applicant who pays the Graduate Student Organization (GSO) Student Fee is eligible for funding, including members of the General Assembly and Executive Council (elected or non-elected).
3. There are two (2) awards of $5,000 available in each of the following categories: Diversity, Mentorship, Research, Service and Outreach, and Teaching
4. Applicants may submit one application per year and can only apply to one (1) category in an application cycle.
5. Applications must be submitted electronically using the online application system. Applicants must submit all required materials for the category in which they apply using the online application by the designated deadline.

Application Criteria by Category:

Diversity:
The Merit Based Awards in Diversity are designed to recognize outstanding graduate student work related to diversity or diverse populations. The Graduate Student Organization defines diversity broadly to include race and ethnicity, national origin, indigenous heritage, gender, sexual orientation, age, developmental or acquired disabilities, socioeconomic status, and other human attributes with significant implications for social identity and historical experience.

1. A cover letter (1 page) detailing the professional, personal, and/or scientific benefit gained through the receipt of the Merit Based Award.
2. An abbreviated (< 2 pages) Curriculum Vitae
3. One letter of recommendation; once the online application is submitted the recommender will receive an email from JotForm asking them to upload a letter of support for the application.
4. A Personal Statement. Please provide a 500-700 word typed statement in PDF format describing your background and your contribution to diversity in your field and/or demonstration of significant commitment to enhancing diversity in higher education generally. For example, you may describe accomplishments, leadership, service, and achievement in creating a supportive environment that honors and supports diversity and has made an impact on the community.
Research:
The Graduate Student Organization aims to support graduate students in timely completion of their course of study at the University of Hawai‘i at Mānoa through encouraging excellence in research. In order to support this aim, GSO Merit Based Awards in Research will be awarded to one (1) Master’s level student completing their Master’s Thesis, and one (1) Doctoral level student completing their dissertation. Successful candidates will demonstrate a history of scholarly contributions and commitment to research.

1. A cover letter (1 page) detailing: (a) previous scholastic awards and recognitions (b) previous research accomplishments, (c) the potential professional, personal, and/or scientific benefit gained through the receipt of the Merit Based Award, and (d) indicate to which category you are applying (i.e., Thesis or Dissertation).

2. An abbreviated (< 2 pages) Curriculum Vitae

3. One letter of recommendation; once the online application is submitted the recommender will receive an email from JotForm asking them to upload a letter of support for the application.

4. An non-technical abstract (<200 words): summary that emphasizes the importance of the research using language directed towards non-specialists

5. Impact Statement. Please provide a 400-500 word typed statement in PDF format describing the impact and purpose of your proposed thesis/dissertation project in non-technical terms. Be sure to include: (a) a description of the originality and importance of the study, (b) a description of the potential impact of the research on the community (e.g., the research topic is under-funded or under-studied, the work is interdisciplinary, the work has the potential to directly benefit the local community, etc.) (c) status of the project including any milestones reached, (d) delineate key findings to date (even if preliminary) or hypothesized/expected results if no data has been collected, (e) a plan for disseminating the findings and list any achievements related to the project (e.g., conference presentation, peer-reviewed paper), and (f) describe how this research project/program will contribute to your program of research as a graduate student at UHM.

The Rachael Wade Merit Based Award for Service and Outreach:
The Graduate Student Organization recognizes the importance of promoting graduate student service to the University and outreach to the community at large. This category is broadly defined to include student-led projects/programs and/or student work experience that benefit and enrich the university, local, and/or global community. Successful applicants will demonstrate a history of beneficence.

1. A cover letter (1 page) detailing the professional, personal, and/or scientific benefit gained through the receipt of the Merit Based Award.

2. An abbreviated (< 2 pages) Curriculum Vitae

3. One letter of recommendation; once the online application is submitted the recommender will receive an email from JotForm asking them to upload a letter of support for the application.

4. A Personal Statement. Please provide a 500-700 word typed statement in PDF format describing your background and your demonstration of significant commitment to service and outreach generally. For example, you may describe accomplishments, leadership, service, and achievement including but not limited to: outstanding work experience that benefits the local/global community, environment, and/or social policies, volunteerism, contribution to
community service, resource development, educational outreach, and participation in professional, campus, and/or community affairs.

**Mentorship:**
The Graduate Student Organization recognizes the importance of encouraging graduate student mentorship of undergraduates at the University of Hawai‘i at Mānoa as a means of fostering a positive academic climate and promoting professional development. For this award, mentoring is defined as a professional relationship in which an experienced person (the mentor) assists another (the mentee) to develop specific skills and knowledge that will enhance the less-experienced person’s professional and personal growth. For the purposes of this award, mentoring examples include, but are not limited to: peer mentorship (mentoring less experienced or new students in the program or department), career counseling, helping undergraduates to prepare for a graduate program, conducting research and co-authoring/presenting research results, providing guidance on how to effectively collaborate with researchers from diverse backgrounds and disciplinary areas, engaging in respectful relationships with junior colleagues, and acknowledging power differentials in professional relationships and behaving with integrity. Working with mentees from underrepresented, first-generation, or marginalized groups within the discipline is a priority, with attention paid to developing skills and support networks for overcoming institutional barriers they may face in the field. The GSO in general looks for the following qualities in a graduate student mentor:

- Maintains the highest standards of professional conduct and personal ethics and guides students to emulate such standards.
- Teaches by example: setting and consistently attaining high standards of professional scholarship, creating quality publications and willingly engaging in outreach activities.
- Fosters the development of undergraduate students’ communication skills, both written and oral, as appropriate for the students’ disciplines by critiquing written work and oral presentations; is available for editorial assistance in the preparation of presentations, papers, and/or posters.
- Is accessible to students, communicates effectively and respectfully and promotes such interactions.
- Educates students in the culture and procedures appropriate to their discipline.
- Promotes intellectual growth and critical thinking.
- Provides career guidance.

1. A **cover letter** (1 page) detailing the professional, personal, and/or scientific benefit gained through the receipt of the Merit Based Award.
2. An **abbreviated (< 2 pages) Curriculum Vitae**
3. **One letter of recommendation from a Faculty Advisor:** once the online application is submitted the recommender will receive an email from JotForm asking them to upload a letter of support for the application.
4. **One letter of support from a Mentee:** once the online application is submitted the recommender will receive an email from JotForm asking them to upload a letter of support for the application.
5. **A Personal Statement.** Please provide a 500-700 word typed statement in PDF format
describing your demonstration of undergraduate mentorship at the University of Hawai‘i at Mānoa in accordance with the mentorship qualities mentioned above. For example, you may describe your mentorship relationship, style, philosophy, and/or practices (e.g., the use of goal setting, support, information and advice, feedback, professional exposure, networking, inclusion, and role modeling).

**Teaching:**
The Graduate Student Organization aims to celebrate and honor exemplary teaching by currently enrolled graduate students who are engaged in teaching undergraduate or graduate students. The Merit Based Award in Teaching is important because it honors outstanding graduate students, reminds the campus that teaching is a central part of the university’s mission, and can inspire students and professors to give increased attention to the educational process.

1. **A cover letter** (1 page) detailing the professional, personal, and/or scientific benefit gained through the receipt of the Merit Based Award.
2. An abbreviated (< 2 pages) **Curriculum Vitae**
3. **Letter of Support from Supervising Instructor or Department Chair** with a maximum length of two pages, addressing the individual’s performance in the specific course for which the applicant is applying. This form is considered confidential and completed by the individual who supervised the course for which the candidate was nominated. If the student is the instructor of record, the Supporting Letter of Recommendation Form must be submitted by the department chair, graduate program chair, or a designated faculty member. Once the online application is submitted the Department Chair will receive an email from JotForm asking them to upload a letter of support for the application.
4. **Teaching Philosophy Statement:** Please provide a 500-700 word typed statement in PDF format describing your teaching philosophy. The essay should be a statement of the philosophy, goals, and methods that guide your teaching. Please describe efforts you have made beyond your normal teaching responsibilities. From your own experiences as a student, please describe the attributes that you think the very best teachers should possess.

**Nomination Letter Instructions:** This form is considered confidential and completed by the individual who supervised the course for which the candidate was nominated. If the student is the instructor of record, the Supporting Letter of Recommendation Form must be submitted by the department chair, graduate program chair, or a designated faculty member. Please provide the following information in the Supporting Letter of Recommendation Form:

1. Nominee’s name
2. Nominated for teaching in (quarter and course)
3. Faculty role (instructor of record, chair, or designated faculty)
4. Describe your impressions of the candidate’s teaching in the course.
5. What outstanding qualities set this graduate student teacher apart from others?
6. What evidence demonstrates the candidate's creativity and effort in improving classes and teaching effectiveness?
7. Comment on the candidate's rapport with students, availability, willingness to hold special help sessions, efforts to stimulate independent thinking, and any other contributions to teaching that deserve special recognition and may be helpful to the selection committee.