



Missouri State[™]
U N I V E R S I T Y
College of Business

Faculty and Staff Awards and Guidelines
2016

As of August 1, 2016

Summary of COB Faculty and Staff Awards Available

These awards are given at the spring all COB meeting on May 12, 2017.

[COB Summer Research Grants](#)

Recognition: Summer research grants for peer-reviewed articles appearing in print in the last calendar year. Journal must have acceptance rate under 70% and article must be published with institutional credit to Missouri State University. *Deadline for submission is February 6, 2017.*

[COB Outstanding Scholarly Activity Award](#)

Recognition: Plaque. This award is determined by the COB Faculty Selection and Awards Committee. Faculty member must apply to be considered. *Deadline for submission is February 6, 2017.* There are two awards:

- Outstanding Empirical Paper
 - Outstanding Non-empirical Paper
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[COB Outstanding Faculty Award](#)

Recognition: Plaque. Faculty member is selected by COB Student Leadership Council. The criteria for selection is a faculty member who contributes to student success in a profound and meaningful way.

[COB Outstanding Service Award](#)

Recognition: Plaque. COB Outstanding Service Award to recognize either faculty or staff who has gone above and beyond in service to the university or the community. Selected by the Dean. *Deadline for nominations is February 6, 2017.*

Guidelines for COB Summer Research Grants for Summer 2017

For Distribution of Summer Research Grants For Refereed Publications Published Between January 1, 2016 to December 31, 2016

1. A faculty member will qualify for a COB summer research grant by having an article appear in print between the time period from January 1, 2016 to December 31, 2016, provided the faculty member has not received payment for the same article in a prior year.
2. The grant amount will be determined relative to the faculty member's research productivity for the 2016 calendar year, and will be calculated at \$750 for each article that qualifies as basic or discovery scholarship published in a refereed journal and \$250 for all other refereed journal articles that qualify as applied or integrated application scholarship or teaching and learning scholarship¹. If there are multiple MSU authors on an article, the grant will be split as directed by the authors. A co-authored article for which the co-authors are at another institution will not have the research grant split among co-authors. A memo of application should include ALL of the following:
 - a. A complete citation of the article(s);
 - b. Confirmation that the journal appears in Cabell's;
 - c. The acceptance rate according to Cabell's; AND
 - d. Original or a photocopy of the refereed journal article in print.
3. The memo of application must be submitted to the Dean's Office by no later than February 6, 2017. Articles submitted after the deadline will not be funded. Articles must be in print at December 31, 2016 to qualify for the grants. An article accepted prior to December 31, 2016 but published by December 31, 2017 will fall into the next research grant cycle funded by the College. If the publication is not listed in *Cabell's Directory of Publishing Opportunities*, documentation of the referee process for the publication must be provided. Articles that are not refereed will not qualify for a grant. Journal must have acceptance rate under 70% and article must be published with institutional credit to Missouri State University. Articles not listed on the faculty member's Digital Measures account will not qualify for a grant.
4. Definitions and Details:
 - a) An "article" is a discussion of the results of a faculty member's basic, applied, or educational research in his/her discipline.

¹ Standard 2 in the AACSB Eligibility Procedures and Accreditation Standards define types of scholarship as: Basic or discovery scholarship that generates and communicates new knowledge and understanding and/or development of new methods. Intellectual contributions in this category are normally intended to impact the theory, knowledge, and/or practice of business and management.

Applied integration/application scholarship that synthesizes new understandings or interpretations of knowledge or technology; develops new technologies, processes, tools, or uses; and/or refines, develops, or advances new methods based on existing knowledge. Intellectual contributions in this category are normally intended to impact the practice of business and management.

Teaching and learning scholarship that develops and advances new understandings, insights, and teaching content and methods that impact learning behavior. Intellectual contributions in this category are normally intended to impact the teaching of business and management.

- b) A “refereed journal” is one that has a blind, external review process for manuscript submissions. This process can be validated through an explanation of the review process in *Cabell's* or through the journal’s own description of its review process. Exceptions to this guideline will be made on a case-by-case basis with respect to high-quality journals that are editorially reviewed. Also, journals with 70% and higher acceptance rates will not be accepted. The article must be published with institutional credit to Missouri State University. The dean will be the final judge on determining if an article qualifies for grant funding.
- c) “Published” implies that the author can submit photocopies of the article as published, the cover page of the journal, and journal’s table of contents listing the article.
- d) Receiving these grants will not disqualify a faculty member from teaching during the Summer of 2017.

Guidelines for COB Outstanding Scholarly Activity Awards

Each year faculty will have the opportunity to vie for recognition of scholarly activities, including: Outstanding Empirical Paper Award and Outstanding Non-Empirical Paper Award. Not every category will necessarily have an award winner every year. Recipients are selected by the COB Faculty Selection and Awards Committee. Self-nominations are accepted.

Criteria for Outstanding Empirical Paper and Non-Empirical Paper:

1. The paper must be refereed.
2. The paper must appear in print in the calendar year immediately preceding the award.
3. Co-authored papers are acceptable.
4. Faculty must submit a letter self-nominating the paper and should include any reasonable documentation as to the impact of the paper (SSRN downloads, journal published in, outside letters of support, etc.). Faculty should indicate which category they are applying for with respect to their submission.
5. A copy of the published paper showing the citation must also be provided by the faculty member.
6. Faculty member cannot win more than once every three years.
7. *Deadline for submission is February 6, 2017.*

Guidelines for COB Outstanding Faculty Award

The COB Outstanding Faculty Award is given annually at the Spring All-COB meeting. Faculty are selected by the COB Student Leadership Council in mid-spring. The criteria for this award is a faculty member who has most contributed to a student's success while a business student at MSU.

Guidelines for COB Outstanding Service Award

Outstanding service is often overlooked or taken for granted at the university. The College of Business seeks to specifically recognize those faculty and staff who give tirelessly of their time for our faculty, staff, and students.

Criteria:

1. A letter of nomination should be submitted by either nomination or self-nomination to the Dean's office.
2. Selection is made by the Dean of COB in spring.
3. The recipient(s) is (are) recognized at the Spring All-COB meeting.
4. Both faculty and staff are eligible for this award.
5. *Deadline for nominations is February 6, 2017.*