



National Council of Professors of Educational Administration
Edgar L. Morphet Dissertation of the Year
SUBMISSION GUIDELINES

☞ **Morphet Dissertation Award** ☞

The Edgar L. Morphet Fund Committee of the National Council of Professors of Educational Administration was established in recognition of Edgar L. Morphet's lifetime career of distinguished contribution to the field of educational administration, and particularly his long and continued support of NCPEA.

☞ **Notice** ☞

The Edgar L. Morphet Dissertation Award(s) is given during the annual NCPEA conference to recognize scholarship in the dissertation stage of advanced academic work in the field of educational administration. The award is made for efforts at improving the knowledge base of our profession.

Announcement of the award competition is made at the annual conference and through a general notification to members of the National Council of Professors of Educational Administration. Recent doctoral graduates are nominated by sponsoring NCPEA professors.

Abstracts of dissertations that meet the requirements and conditions outlined below, and whose authors have a career devoted to the field of education administration, are submitted anonymously to a panel of reviewers. Nominees should have been **awarded the doctorate within two years of nomination deadline (i.e. January 1, 2010 – January 1, 2012).**

A plaque, certificate, and monetary award are presented to the winner during the annual conference which the honoree must attend. The winner is announced at a general session of the conference and is requested to present their dissertation during an open meeting, at which time the sponsoring professor is also recognized. The conference fee is waived for the winner. The individual is also recognized in the NCPEA Reporter and the conference proceedings.

To be considered for an award, an applicant must submit the dissertation abstract and all requested information to the Chair of the Morphet Fund Committee on or before the date set by the Chair. Mailing information and final dates for submission are provided by the Chair, through the Executive Director, in a cover note with the Notice/Application-Criteria/Abstract.

∞ Dissertation Submission Contact Information ∞

SUBMISSION DEADLINE IS APRIL 15, 2012. AWARDS WILL BE NOTIFIED IN early May, 2012 SO THAT ARRANGEMENTS CAN BE MADE TO ATTEND THE 2012 CONFERENCE.

2012 Nominations must be received by midnight (CST) on April 15, 2012. The submission is to be electronically submitted to one of the current acting Morphet Co-Chairs:

Sandra Harris (e-mail: sandra.harris@lamar.edu)

Jason Mixon (e-mail: jason.mixon@lamar.edu)

Receipt of application will be acknowledged by e-mail. Incomplete or inappropriate applications will be rejected according to NCPEA approved committee rules. Notification of rejection will be provided to the nominee.

∞ Application ∞

The nomination/application is in **two parts**:

Part I: The identifying information. On a separate page (in a separate electronic file) the application includes:

- A. Name of applicant.
- B. Full title of the doctoral degree.
- C. Brief vita of the applicant that includes:
 - 1) Present and previous positions, and education
 - 2) Next position, if changing from the present
- D. University and school granting the doctorate to the applicant including date granted (or date certain to be granted)
- E. Name, position, department, and university of the professor sponsoring the applicant, and new position, if changing
- F. Title of Dissertation
- G. An abstract summary of 150 words or less, summarizing study—for use in the conference program and proceedings, if selected. Also, if selected, winner will be asked to send a head & shoulders photo for the program (Do not send a photo with nomination).
- H. Name, signature, mailing address, telephone number and e-mail address of the nominee and advisor (nominator).

Part II. The dissertation abstract, with appendices. (See below for CRITERIA FOR SUBMISSION OF ABSTRACT) (This is submitted in a separate electronic file)

Note: No name or university affiliation should be indicated in this document.

∞ Part II: Six Criteria for Submission of the Abstract ∞

Note: Strict adherence to these criteria is mandatory for manuscript acceptance and award consideration.

SIX CRITERIA FOR SUBMISSION OF THE ABSTRACT (these criteria are used to evaluate the work with the items requested in the abstract)

1. The dissertation is directly related to the field of Education Administration.
 - A. Any aspect of educational administration is appropriate:
 1. Studies of administrative entities in educational institutions: schools, school districts, intermediate units, state agencies, colleges, universities, and other such units.
 2. Studies of the role and function of the educational administrator at any level.
 3. Studies of the history of educational administration or of the lives of major contributors to the field.
 - B. Comparative studies of educational administration with other fields of administration.
2. A clearly stated conceptual/theoretical framework is used in the study. Research results are shown to have meaning for theory and practice in educational administration.
3. Appropriate references to the relevant literature are made in the abstract and supported by references which were used in the abstract.
4. The study includes a population of many cases, a few cases, or a single case. Regardless of population studied, the methodology reflects the most scholarly practice in research procedure for such a population.
5. Correct use of the English language and of scholarly writing is exhibited, and the document follows a generally accepted research-reporting format, e.g. APA; Turabian (Chicago U.): MLA; or other. The chosen style is identified and exhibited in the abstract.
6. The **abstract is no longer than five pages 12 pt Times New Roman and is double-spaced**, with standard margins, plus appendices as necessary. Only include appendices necessary to support the abstract information.

Abstract

The abstract has five parts and follows the general form as described below.

INTRODUCTION:

Title of the dissertation.

State the type of research; survey, case/observation, experimental, historical, documentary/textual, or other.

State the purpose of the research, the justification for it, and why it was done in this particular way.

State how the research may contribute to knowledge and/or practice in educational administration.

THEORY/RATIONALE:

State the explicit theoretical basis or rationale for the research, referring to the relevant literature. Only include references in an appendix that are used in the abstract.

State the problems/questions/hypotheses that were proposed to be answered and/or tested in the research, as derived from the theory/rationale.

RESEARCH PROCEDURES:

Describe the population studies, including any sample.

Describe the instruments/procedures used in data collection, including any sampling procedures.

Give the dates during which data were collected.

Describe the techniques used for data analysis, including any scaling forms and statistical procedures.

State the validity/reliability standards used to establish the credibility of the data and analytic procedures used in the study.

In an appendix, as appropriate, provide additional information on instruments, data collection and processing procedures, analytic techniques, statistical procedures, credibility standards, etc.

FINDINGS AND INTERPRETATIONS:

State the findings of the study. State any delimitation to be placed on the findings.

For historical/documentary/qualitative studies, identify the evidence that supports the findings.

For statistical studies, include relevant descriptive and inferential statistics, summary tables and graphs.

CONCLUSIONS AND RECOMMENDATIONS:

State the conclusions from the findings.

Relate the conclusions to the original theory/rationale. State what has been learned for the field of educational administration from this research.

Suggest improvements on this research study and new questions that should be investigated.

MORPHET DISSERTATION AWARD NOMINATION SUBMISSION FORM

Part I. Identifying Information. Nominee: Electronically attach and submit Part I to the Morphet Selection Committee Chair by submission deadline. Submit Part I in a separate file from Part II.

Title of Degree:

Brief Vita (Positions currently and recent past):

University Granting Degree:

Date Granted:

Name of Advisor/University/Department:

Phone:

Title of Dissertation:

150 word Summary of abstract:

Name and mailing address:

Phone: Work:

Home:

E-mail:

Signature of Advisor/Nominator:

Signature of Nominee:

Part II. Electronically attach and submit Part II (Abstract) to the Morphet Selection Committee Chair by submission deadline

Abstract (5 pages with appendices as needed).

No name or university should be indicated on abstract.