

Criteria for Earning an Invitation to Join the ZHAW Chapter of Beta Gamma Sigma

General Remarks and Process

The ZHAW Chapter of the International Honor Society Beta Gamma Sigma ("the Chapter") follows the strict rules of Beta Gamma Sigma (BGS) in their latest version, which require a periodic review of these terms.

A proposal for invitees to join BGS is prepared under the responsibility of the Chapter's Managing Director based on the records available to the administration of the Chapter. The Nomination Committee of the Chapter ("the Nomination Committee") is the deciding body for invitations and consists of the following persons, who are lifelong members of BGS ("BSG Members") and hold the following positions as Chapter Officers:

Chapter President	Dean	<i>Current Officers:</i>
Chapter Advisor	appointed by the Dean	Reto Steiner
Chapter Co-Advisor	appointed by the Dean	Stephan Loretan
Chapter Co-Advisor	appointed by the Dean	Christian Marsch
Chapter Managing Director	appointed by the Dean	Christina Baur
		Martyna Maniak-Hüsser

BGS Members who were already invited by another chapter are not eligible to join this Chapter unless they are full-time employees of the ZHAW School of Management and Law (SML) and entitled to be invited under the rules of the Chapter. However, any members of other chapters who are employed at the SML are welcome to participate in all activities of the Chapter for as long as they are SML employees.

If the Nomination Committee has evidence that a proposed BGS candidate has not behaved as would be expected of a person associated with BGS, the invitation to join BGS will be withheld.

SML Students

To be eligible to join the Chapter, a student has to be enrolled in a degree program which is included in the scope of the accreditation by AACSB International – The Association to Advance Collegiate Schools of Business (AACSB). Incoming students or students from partner institutions are not eligible to join the Chapter.

Ranking is based on students' cumulative grade point average (GPA), which consists of the numeric grades they were awarded for modules completed at the SML itself, weighted by ECTS credits and rounded to two decimal places. Figures are rounded mathematically, and if two or more students at the cut-off are found to have the same GPA, none of them will be included except at graduation, where they will be included.

Students' eligibility is evaluated at the end of each academic year, starting from 2015. The Chapter usually mails the invitation letters in November.

Bachelor's (BSc) Students

In the first-year period (known in German as "Assessment," i.e., the first two semesters for full-time students¹), the best 7 percent of each class are invited to become BGS Members. After the first-year period, this invitation is extended to the best 10 percent.

A "class"² is an entity of students at a certain stage of an AACSB-accredited degree program. Fulltime and part-time/FLEX students as well as students with the same specialization form separate classes³, provided there are at least 10 students in that entity. However, full-time and parttime/FLEX students are not separated at graduation level.

The following requirements apply:

Entities	Criteria	Top
Full-time students after the 2 nd semester	Calculation based on the list " <i>Notenkonferenz AssessmentZeugnis</i> ", " <i>bestanden</i> " Exceptions: International Management students are not invited at this point → outgoing/not on campus; BSc Business Administration is not broken up into specializations	7%
Full-time students after the 4 th semester	<u>All grades</u> in Evento Class size limited to GPA ≥ 4.0	10%
Full-time students after the 6 th semester and part-time/FLEX students after the 8 th semester	Calculation based on the list " <i>Notenkonferenz Diplom-Zeugnis</i> ", " <i>bestanden</i> "	10%
Part-time/FLEX students after the 4 th semester	<u>All grades</u> in Evento Class size limited to GPA ≥ 4.0	10%
Part-time/FLEX students after the 6 th semester	<u>All grades</u> in Evento Class size limited to GPA ≥ 4.0	10%

Evaluation is based on the class lists according to Evento. (Entities with class codes ending in a, b, c, ... are all part of the same class.)

Grades of outgoing students from partner universities are not included in calculating the GPA, which is the fundamental criterion.

If more than 30 ECTS credits earned elsewhere are transferred into the SML degree program:

- A student is considered to form part of a class within the meaning of BGS only if he or she has earned at least 60 program-relevant ECTS credits at the SML itself;
- In addition to the criteria mentioned above, the transcript of records from the other school is reviewed to ensure that the performance outside the SML is of BGS caliber in the view of the Chapter.

¹ Except International Management

² Usually different from "Klasse" in timetable

³ Except for the BA Assessment class, which forms one entity

If a student who has not previously been invited to join BGS qualifies in a later evaluation procedure by being among the top 10 percent, he or she will be invited at that time.

Any undergraduate (Bachelor's) student who was previously offered a BGS membership and who ranks in the top 10 percent at a later stage, must be included in the top 10 percent of his or her class.

Consecutive Master's (MSc) Students

The best 20 percent of each class will be invited to become BGS members.

A "class"⁴ is an entity of students at a certain stage of an AACSB-accredited degree program. Nominal 2-year and nominal 3-year students as well as students with the same specialization form separate classes, provided there are at least 10 students in that entity. However, nominal 2-year and nominal 3-year students are not separated at graduation level.

The following requirements apply:

Entities	Criteria
2 years nominally after 2 nd semester	<u>All marks in Evento</u> GPA \geq 4.0 \geq 40 ECTS credits must have been acquired directly at the SML
2 years nominally after 4 th semester and 3 years nominally after 6 th semester	Calculation based on the list "Notenkonferenz Diplom-Zeugnis", "bestanden"
3 years nominally after 4 th semester	<u>All marks in Evento</u> GPA \geq 4.0 \geq 40 ECTS credits must have been acquired directly at the SML

Evaluation is based on the class lists according to Evento. (Entities with class codes ending in a, b, c, ... are all part of the same class.)

The undergraduate (BSc) academic record of MSc students is not taken into account.

Grades of outgoing students from partner universities are not included in calculating the GPA, which is the fundamental criterion.

If more than 30 ECTS credits earned elsewhere are transferred into the SML degree program:

- A student is considered to form part of a class within the meaning of BGS only if he or she has earned at least 40 program-relevant ECTS credits at the SML itself;
- In addition to the criteria mentioned above, the transcript of records from the other school is reviewed to ensure that the performance outside the SML is of BGS caliber in the view of the Chapter.

⁴ Usually different from "Klasse" in timetable

If a student who has not previously been invited to join BGS qualifies in a later evaluation procedure by being among the best 20 percent, he or she will be invited at that time.

Any Master's student who was previously offered a BGS membership, either as a Bachelor's or as a Master's student, and who ranks in the top 20 percent at a later stage, must be included in the top 20 percent of his or her class. However, Master's students who rank in the top 20 percent of their class for the first time and who were previously inducted into Beta Gamma Sigma membership as undergraduates, may be honored with a second certificate.

Continuous Education Master's (EMBA / MBA / MAS⁵) Students

The best 20 percent of each class will be invited to become BGS members.

The undergraduate (BSc) academic record of continuous education Master's students is not taken into account.

A "class"⁶ is an entity of students at a certain stage of a degree program that is accredited by AACSB. The minimum class size is 10.

The following requirements apply:

Type of Cont. Education Master's Program	Criteria
All programs	After graduation: Calculation based on the list " <i>Notenkonferenz Diplom-Zeugnis</i> ", " <i>bestanden</i> "

Grades of outgoing students from partner universities are not included in calculating the GPA, which is the fundamental criterion.

If ECTS credits earned elsewhere are transferred into the SML degree program:

- A student is considered to form part of a class within the meaning of BGS only if he or she has earned at least 48 program-relevant ECTS credits at the SML itself;
- In addition to the criteria mentioned above, the transcript of records from the other school is reviewed to ensure that the performance outside the SML is of BGS caliber in the view of the Chapter.

Any Master's student who was previously offered BGS membership, either as a Bachelor's or as a Master's student, and who ranks in the top 20 percent at a later stage, must be included in the top 20 percent of his or her class. However, Master's students who rank in the top 20 percent of their class for the first time and who were previously inducted into Beta Gamma Sigma membership as undergraduates, may be honored with a second certificate.

⁵ MAS programs will be excluded from the scope of AACSB accreditation after the peer review, which is expected in 2020.

⁶ Usually different from "Klasse" in timetable

Administrative, Teaching, or Research Staff

Teaching and Research Staff

A faculty member of the SML,

- who has been a member of the AACSB teaching faculty (in a business discipline) for at least the most recent two academic years in at least one AACSB-relevant degree program
AND
- who is permanently employed at the SML for ≥ 50 percent (full-time equivalent) and is in a continuous employment relationship with no notice given
AND
- who has an outstanding record of research projects and/or publications (i.e., at least four Level-1 scholarly contributions⁶ within the most recent two calendar years)
AND
- who has achieved excellent results in all teaching evaluations (a value of ≥ 4.4 on the Scale "Instructor's Teaching Competence")⁷
AND
- who holds a doctorate from a recognized university in the discipline in which he or she teaches
OR
has a managerial role at \geq FS IIIA level

will be invited to join BGS.

There is a possibility for the Chapter President to nominate faculty members for becoming BGS member in the ZHAW Chapter.

Honorary Membership

An individual who serves as Managing Director or Advisor of the Chapter, and who does not otherwise qualify for membership, may be inducted as an Honorary Member (BGS approval is required based on a letter of recommendation from the Dean). Honorary Members receive a certificate recognizing their Honorary Membership and are entitled to wear the Beta Gamma Sigma key.

⁶ Refer to the ZHAW SML's AACSB-Maintenance Guidelines for definitions of Level-1 scholarly contributions.

⁷ To ensure external validity and representativeness of the data, only evaluation results with a minimum response rate of 30% are considered.

The scales "Module Design", "Study Behavior" and "Learning Progress" are not included, as these scales do not refer to the individual lecturer.

The results of the surveys of the last two years are included.

Chapter Honoree Membership and Awards

Chapter Honoree Membership

The Nomination Committee can nominate candidates as Chapter Honorees. Any individual who has achieved distinction primarily in business and administration and who possesses the qualities that Beta Gamma Sigma fosters may be nominated as a Chapter Honoree by the Chapter. Up to two Chapter Honorees may be nominated in any one academic year. If the Nomination Committee has reason to select more than two Chapter Honorees per academic year, permission by BGS will be required.

Business Achievement and Medallion for Entrepreneurship Awards

The Nomination Committee can recommend individuals to BGS to be honored for their extraordinary achievements in business. This may be in the line of corporate duty or for innovative business achievement and services to humanity. Nominations are usually due by 20 November.