Criteria for Faculty Qualifications

PURPOSE
The College maintains and deploys participating and supporting faculty who support the McCoy College mission, expected outcomes, and strategies, including teaching, scholarship, and other mission components.

This policy states criteria for classifying a faculty member as Scholarly Academic (SA), Practice Academic (PA), Scholarly Practitioner (SP), or Instructional Practitioner (IP) per AACSB accreditation standards.

UNIVERSITY POLICIES

These policies are unique to the McCoy College and its AACSB accreditation standards.

A. Definitions:
1. **Scholarly Academics (SA)** sustain currency and relevance through scholarship and related activities. Normally, SA status is granted to newly hired faculty members who earned their research doctorates within the last five years.
2. **Practice Academics (PA)** sustain currency and relevance through professional engagement, interaction, and relevant activities. Normally, PA status applies to faculty members who augment their initial preparation as academic scholars with development and engagement activities that involve substantive linkages to practice, consulting, and other forms of professional engagement based on the faculty members’ earlier work as SA faculty members.
3. **Scholarly Practitioners (SP)** sustain currency and relevance through continued professional experience, engagement, or interaction and scholarship related to their professional background and experience. Normally, SP status applies to practitioner faculty members who augment their experience with development and engagement activities involving substantive scholarly activities in their fields of teaching.
4. **Instructional Practitioners (IP)** sustain currency and relevance through continued professional experience and engagement related to their professional backgrounds and experience. Normally, IP status is granted to newly hired faculty members who join the faculty with significant and substantive professional experience.
5. **Other** are faculty members who do not meet the criteria for SA, PA, SP, or IP status.
B. Faculty Qualifications:

1. Scholarly Academic (SA) Status:

   **Initial SA status:** Normally, Scholarly Academic (SA) status is granted to newly hired faculty members who earned their research doctorate within the last five years. SA status is established by one of the following:

   a. A doctoral degree in the business field in which the individual teaches.
   b. A doctoral degree in a business field, but primary teaching responsibility in a business field that is not the area of academic preparation, with additional verifiable coursework or personal study necessary for preparation for teaching in the area of responsibility.
   c. A doctoral degree outside of business, but primary teaching responsibilities that incorporate the area of academic specialization, with specialized or post-doctoral training in the area of teaching responsibility.
   d. A specialized graduate degree in taxation, either through a graduate degree in taxation or graduate degree in law and accounting, for the purpose of teaching taxation.

Initially, all new doctoral faculty on tenure-track will be classified as SA. Faculty who have been awarded a doctoral degree for more than five years will be classified as SA provided they satisfy the maintenance standards for an SA classification.

   **Maintenance of SA status:** Scholarly Academic (SA) status is maintained by continuing scholarship and related activities that sustain academic qualifications. The faculty member must produce two or more peer reviewed journal articles in addition to two other intellectual contributions or significant professional development activities within the last five years. All academic and professional engagement activities must be substantive and sustained at levels that support currency and relevance in the discipline.

   **Other Intellectual Contributions to maintain SA status** (examples include): Scholarly or academic books, book chapters, published book reviews, funded research grants (external to the college), scholarly monographs, textbooks, peer-reviewed publications in academic meeting proceedings, peer-reviewed case publications with instructional materials (not in peer-reviewed journals), study guides, peer-reviewed paper presentations at academic/professional meetings, invited presentations, non-peer-reviewed journal articles, technical reports related to funded projects as well as publicly available instructional software, research working papers, active editorships with relevant academic journals or other business publications, material describing the design and implementation of new curricula or courses, and documented works in progress.

2. Practice Academic (PA) Status:
Initial PA status: Normally, Practice Academic (PA) status applies to tenured faculty members who augment their initial preparation as academic scholars with development and engagement activities that involve substantial linkages to practice, consulting, and other forms of professional engagement based on the faculty member’s earlier work as an SA faculty member. Additional requirements for granting PA status are listed below:

a. A doctoral degree in the business field in which the individual teaches.
b. A doctoral degree in a business field, but primary teaching responsibility in a business field that is not the area of academic preparation, with additional coursework or personal study necessary to verify adequate preparation for teaching in the area of responsibility.
c. A doctoral degree outside of business, but primary teaching responsibilities that incorporate the area of academic specialization, with specialized or post-doctoral training in the area of teaching responsibility.
d. A specialized graduate degree in taxation, either through a graduate degree in taxation or graduate degree in law and accounting, for the purpose of teaching taxation.

Normally, PA status is granted on rare occasions, and only when there is a clear evidence of ongoing, sustained, and substantive academic and professional engagement activities in support of PA qualification. The granting of PA status will follow the process described in section D.

Maintenance of PA status: Practice Academic (PA) status is maintained by undertaking a variety of academic and professional engagement activities that sustain academic qualifications. The faculty member must produce five or more engagement activities, results of which are publicly available, within the last five years. All engagement activities must be substantive and sustained at levels that support currency and relevance in the discipline as well as involve meaningful interaction with professional and business communities.

For administrators who spend a majority of their time on administrative duties (e.g., dean, associate dean, or department chairs), PA status may be achieved and maintained by engaging in professional activities and experiences consistent with a role in administration and by demonstrating currency in professional development activities relevant to the mission and strategic plan of the college.

Engagement activities to maintain PA status: In addition to the list of other intellectual contributions for SA status, examples of engagement activities to maintain PA status include:

Developing and presenting executive education programs; substantial involvement at an appropriate level of managerial responsibility in a public, private, or not-for-
profit enterprise, or professional or pro-bono consulting that is material in terms of time and service; faculty internships; significant participation in business or professional organizations which result in sharing of expert knowledge; substantive participation in the form of presentations at professional events that focus on the practice of business disciplines; relevant and active service on professional boards of directors; and significant participation in other activities that place faculty in direct contact with business or professional organizations, and significant documented continuing professional education experiences.

3. Scholarly Practitioner (SP) Status:

Initial SP status: Normally, Scholarly Practitioner (SP) status applies to practitioner faculty members who augment their professional experience with activities that involve substantive scholarly activities in their discipline. SP status is established by satisfying both academic and professional requirements as described below:

1. Academic Preparation
   a. A doctoral degree outside of business and primary teaching responsibilities that does not incorporate the area of academic preparation, with substantial specialized and verifiable coursework or personal study necessary for preparation for teaching in the area of responsibility.
   b. At least a master's degree in a field or discipline related to teaching responsibilities.
   c. At least a master’s degree, with substantial specialized coursework in the field of primary teaching responsibility.

2. Professional Preparation:
   Professional experience that is current, substantial in terms of duration and level of responsibility, and clearly linked to the field in which the person is expected to teach.

The granting of SP status will follow the process described in section D.

Maintenance of SP status: Scholarly Practitioner (SP) status is maintained by continuing a variety of professional development activities that sustain academic qualifications. The faculty member must produce five or more intellectual contributions including one or more publications in peer reviewed academic or editorial reviewed practitioner journal within the last five years. All academic and professional engagement activities must be substantive and sustained at levels that support currency and relevance in the discipline.

Intellectual Contributions to maintain SP status: In addition to the list of other intellectual contributions for SA status, examples of intellectual contributions to maintain SP status include:
Developing and presenting continuing professional education activities or executive education programs, substantive roles and participation in academic/professional associations, relevant journal and/or other business publication editorships and/or editorial board/committee service, significant participation in professional and/or academic conferences, validation of SP status through leadership positions in recognized academic or professional organizations, research awards, and invited presentations.

4. **Instructional Practitioner (IP) Status:**

**Initial IP status**: Instructional Practitioner (IP) status at the time of initial hiring is established by satisfying both academic and professional requirements as described below:

1. **Academic Preparation**
   a. At least a master's degree in a field or discipline related to teaching responsibilities.
   b. At least a master’s degree outside of business and primary teaching responsibilities that do not incorporate the area of academic preparation, with substantial specialized and verifiable coursework or personal study necessary for preparation for teaching in the area of responsibility.

2. **Professional Preparation:**
   Professional experience that is current, substantial in duration and level of responsibility, and clearly linked to the field in which the person is expected to teach.

**Maintenance of IP status**: Instructional Practitioner (IP) status is maintained by undertaking a variety of professional, academic and student engagement activities that sustain academic qualifications. The faculty member must produce three or more professional, academic and student engagement activities within the last five years. All professional, academic and student engagement activities must be substantive and sustained at levels that support currency and relevance in the discipline.

**Professional, academic, and student engagement activities to maintain IP status**: In addition to the list of engagement activities for PA status, examples to maintain IP status include:

Developing and presenting continuing professional education activities, consulting activities that are material in terms of time and substance, faculty internships, documented continuing professional education experiences, relevant and active service on boards of directors, participation in professional events that focus on the practice of business and management issues, mentoring student organizations and student competition teams, and other activities that place faculty in direct contact with business and other organization leaders as well as students.
5. **Other Status:**
   Faculty members who do not meet the criteria for SA, PA, SP, or IP status will be classified as “Other.”

C. **Overarching Consideration:**
   The overarching consideration in evaluating activities supporting the maintenance of qualifications is whether such activities are 1) substantial, 2) at sustained levels, and 3) support currency and relevance for teaching, scholarship, and other mission related professional responsibilities. Faculty qualification status as SA, PA, SP, or IP is normally established at the time of hire. On rare occasions, a faculty member may be reclassified if, at the time of reclassification, the faculty member meets standards for the revised status.

D. **Process for Revising Faculty Qualification Status:**
   Each spring after the annual review, the department chair will verify maintenance of faculty qualification status for each faculty member in his/her department. A faculty member who has not maintained his/her faculty qualification status will be assigned as “Other.” The department chair and affected faculty member will develop a plan for the faculty member to regain his/her qualification status.

   On rare occasions, transition to another faculty qualification status or classification may be warranted. The faculty member who wishes to transition to another appropriate faculty qualification status will indicate such an intention to the department chair. The faculty member is responsible for providing supporting documents demonstrating that the faculty member meets standards for the new classification. The department chair shall review and recommend faculty for transition to another appropriate faculty qualification classification provided that they meet either initial or maintenance standards of the new classification. The McCoy College of Business Administration Council (CBAC) will collectively review recommendations and supporting documents for all faculty reclassifications, and submit its recommendations to the college dean. The college dean may approve, modify, or disapprove council recommendations. If the transition is approved, the new qualification status will take effect at the time of approval. If the transition is disapproved, the faculty member’s status will not be changed. If the transition to a different status is still desired, the faculty member may work with the department chair to develop a plan for the faculty member to make the transition in the future.

E. **Administrative Appointments**
   Normally, individuals holding faculty status and also holding a significant administrative appointment (e.g. dean, associate dean, or department chair) will carry their respective faculty qualification into the position. They are encouraged to maintain appropriate faculty qualification status based on annual calendar review by engaging in normal maintenance activities for their status. Additionally, administrators may also maintain appropriate faculty qualification status by engaging in sustained professional or scholarly activities and experiences consistent with a role in administration or by demonstration of currency in development activities relevant to the mission and strategic plan of the College. The college
dean, in consultation with the administrator, will recommend an appropriate classification for an administrator returning to the faculty. Administrators who have served for three years or longer will have up to five years to meet appropriate maintenance standards for their recommended classification upon returning to the faculty.
CERTIFICATION STATEMENT

This CBAPPS has been approved by the reviewers listed below and represents the McCoy College of Business Administration policy and procedure from the date of the document until superseded.

Review Cycle: E5Y

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CBAC Review: ___________________________ Date: ____________

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Approved: ___________________________ Date: ____________

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