

Established: November 11, 2009 *(These guidelines are to be reviewed annually)*

Last Reviewed: November 24, 2010

JCSB Guideline: Academically Qualified Faculty¹ *(Effective for reports dated December 31, 2010)*

Faculty² will be considered academically qualified³ if they either:

Are doctoral students who have completed all but the dissertation requirements for their degrees (for up to three years after admission to candidacy) or faculty members with newly earned doctorates (for up to five years).

OR

Possess an earned doctorate in business or in a discipline directly related to their primary teaching and research activities

AND

Are actively involved in scholarly inquiry and generate intellectual contributions in their primary teaching discipline as demonstrated by activity that generates a total of at least **45** points in the preceding five-year period based on the categorizations below.

Category A (peer reviewed, intellectual contributions-15 points per) *Faculty are expected to produce at least two contributions from this group:*

Authoring or co-authoring articles or cases in peer reviewed journals*

Authoring or co-authoring scholarly books

Authoring or co-authoring a chapter or chapters in scholarly books and,

Authoring or co-authoring research monographs

*(A “gold” journal counts for 25 points and a “silver” journal for 20)

NOTE: To satisfy the expectations under Category A, faculty teaching in the Ph.D. program will typically be expected to have at least two articles published in refereed journals included in their portfolio of scholarly contributions.

Category B (other publications/contributions-5 points per):

Publishing first editions of a textbook

Authoring or co-authoring articles in national/international peer reviewed proceedings

Presenting papers at a national conferences

Serving as a peer-reviewed journal editor or guest editor, and

Publishing publicly available sponsored reports

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Category C (other evidence of scholarly activity-2 points per):

Working papers, teaching manuals, instructional software, papers presented at regional conferences, book reviews, conference paper discussant, dissertation mentor or dissertation committee member, referee/reviewer/editorial board member for a peer-reviewed journal, subsequent editions of textbooks, invited papers, authoring or co-authoring articles in other peer reviewed proceedings (regional).

¹ While it is important that a clear guideline for AQ/PQ/OQ decisions be developed and updated regularly, it is also clear that no guideline can ever cover all possibilities in an area this complex. In these exceptional cases a department chair may choose to recommend that a member of the faculty still be considered academically qualified. In such a case the department chair will provide a written justification which is subject to review and either confirmation or denial by the Dean and Associate Deans (acting as a committee).

² Those with significant administrative assignments (Dean, Associate Dean, Department Chair, Center Director) are expected to produce scholarly contributions at approximately 2/3 of the standard for faculty during their appointment and may retain this decreased requirement for up to two years after returning to full-time faculty status.

³ Within the context of the broader stipulations of the *Eligibility Procedures and Accreditation Standards for Business Accreditation* (AACSB, January 31, 2008, pgs. 44-46).