

**September 23, 2008** *(These guidelines are to be reviewed annually)*

**Last Reviewed: October 27, 2010**

## **JCSB Guideline: Professionally\* Qualified Faculty**

Faculty teaching in the John Cook School of Business will be considered “professionally qualified” if they:

1. Hold at minimum a masters degree or its equivalent in a field related to the area of teaching assignment<sup>†</sup> and have relevant professional experience in the area of teaching assignment which is significant in duration and level of responsibility.
2. Maintenance of PQ status may be evidenced by an appropriate combination of:
  - a. Currently engaged in paid, ongoing full-time or part-time work in the field
  - b. Recently retired (within the last five years) from ongoing full-time or part-time work in the field
  - c. An entrepreneur in the start-up phase who may not yet be earning a reliable income from his/her professional activities
  - d. Regularly engaged in paid consulting in the field
  - e. Regularly employed to train (in a non-university, professional or business context) other professionals in the field or does training as an independent contractor on a regular basis
  - f. Current professional writing/publication in the field
  - g. Presentations to professional or practitioner groups
  - h. Significant volunteer work that clearly uses the skills in the field (must be able to document that this involves substantial levels of activity that are clearly linked to areas taught)
  - i. Evidence of continuing professional education
  - j. Licensure (professional)
  - k. Service on for-profit or non-profit governing boards that calls on the person’s professional competencies

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\* Please note, attaining PQ status should not be the primary goal of tenured or tenure-track faculty. Members of the tenured and tenure-track faculty are expected to be scholars and, therefore, should focus on achieving Academically Qualified (AQ) status.

<sup>†</sup> Rare exceptions to the masters degree requirement may be made for very specialized teaching needs.