



Maine Business School • Graduate School of Business

FACULTY QUALIFICATIONS

(adopted by the Maine Business School faculty on April 20, 2021)

As part of the mission for the Maine Business School (MBS), faculty and staff focus on enriching the learning experiences of our students and external constituents. As such, the MBS strives to balance the qualifications of faculty to include scholarly academic (SA) faculty members, practicing academics (PA), scholarly practitioners (SP), and instructional practitioners (IP). Definitions for how new faculty members are classified and how faculty members then remain current are provided in the sections that follow.

The classifications of faculty qualifications are to meet AACSB standards and should not be confused with explicit requirements for tenure and reappointment. In general, the faculty qualifications to meet accreditation standards are the minimum achievements expected to remain in good standing. As a summary, consider:

		Sustained engagement activities	
		Academic (Research/Scholarly)	Applied/Practice (external outreach)
Initial preparation emphasis	Professional experience	Scholarly Practitioners (SP) 1 scholarly activity, 2 professional activities	Instructional Practitioners (IP) 3 professional activities
	Terminal degree	Scholarly Academics (SA) 2 PRJs, 5 scholarly activities	Practice Academics (PA) 1 PRJ, 1 scholarly activity, 2 professional activities

Scholarly Academic (SA):

Normally, those faculty members categorized as SA will have earned a terminal degree, generally the doctorate, in a field related to their teaching discipline. SA status will be granted for a period of 5 years from the time the terminal degree was earned and for 3 years from the time the student is “all but dissertation” (ABD) meaning has passed comprehensive exams in the program.

Subsequent to that period, SA faculty status will be maintained through substantive and sustained scholarship that supports currency and relevance. Maintenance of **SA** status will normally require that during any given 5-year period, faculty members will demonstrate 7 scholarly activities, 2 of which must be peer-reviewed journal (PRJ) article publications or acceptances. The other 5 activities could be PRJs but may also be met with other engagement with the scholarship of the discipline. Specifically:

1) Peer-reviewed journal articles (PRJs): publication of at least 2 peer-reviewed journal (PRJ) articles (in print or accepted) which advance knowledge in business or related disciplines (e.g. analytics, economics, nutrition industry management, etc.). Note: publication of additional peer reviewed articles within the period may be counted toward the 5 additional activities required below. To maintain SA status, PRJs should appear in quality outlets. Faculty members should provide evidence of the quality of the publication. In general, PRJs should have a 40% acceptance rate or less, have an established impact factor, and/or be included on a list of publications that show quality as recognized by others (e.g. the Australian Business Deans Council's List). Interdisciplinary outlets are accepted to maintain SA status as are PRJs that advance teaching and learning or case studies that are peer-reviewed. PRJs in predatory journals are not accepted to maintain SA qualifications.

2) Scholarly activities: completion of 5 additional scholarly activities **within or among** the following categories (each unique activity within a category counts as one activity):

- Peer reviewed journal articles (PRJs)
- Editorially reviewed publications such as case studies
- Instructional resources such as textbooks or textbook chapters, etc.
- Monographs, chapters in scholarly edited compilations, etc.
- Publications for professional conferences (e.g., acceptance of papers for proceedings)
- Participation in symposia, track chair or other active meeting participation, acceptance of a presentation for professional conferences, etc.
- Service as editor, associate editor, or on the editorial board of journal (each year of service counts as one activity)
- Ad hoc reviewing for journals or conferences (each conference would be one activity even if multiple papers are reviewed)
- Other scholarly activities that support the mission and strategy of the Maine Business School

In addition, SA classification assumes that faculty members are engaged in service to the discipline, the University, and to the Maine Business School.

Practice Academic (PA):

Normally, those faculty members classified as PA have a significant interest in and track record with professional experiences. Faculty members may begin with a terminal degree in the field and also have significant and sustained interactions with business and industry. Professional experiences should have occurred for 5 years or longer, generally, for a faculty member to begin employment with a PA classification. If the faculty member begins as an SA and wants to transition to the PA designation, significant professional experiences should occur for a sustained period of time before the transition in classification. PA is not a designation for those who miss the 2 PRJ requirement for the SA designation. Maintenance of PA status will normally require that during any given 5-year period faculty will demonstrate accomplishments in 3 areas:

1) Peer-reviewed journal articles (PRJs): At least 1 peer reviewed journal (PRJ) article. The PRJ should be in an outlet of quality. Faculty members should provide evidence of quality which includes a 40% acceptance rate or less, an established impact factor, and/or be included on a list of publications that show quality as recognized by others (e.g., the Australian Business Deans Council's List). Interdisciplinary publications are acceptable to maintain PA status as are PRJs that advance teaching and learning or case studies that are peer reviewed. Note: additional publications within the 5-year period may be counted toward the additional scholarly activity required. PRJs in predatory journals are not accepted for PA qualifications.

2) Scholarly Activity: At least 1 scholarly activity from the following categories (each unique activity within a category counts as one activity):

- Peer Reviewed Journal Articles (PRJ)
- Editorially reviewed publications such as case studies
- Instructional resources such as textbooks or textbook chapters, etc.
- Monographs, chapters in scholarly edited compilations, etc.
- Publications for professional conferences (e.g., acceptance of papers for proceedings)
- Participation in symposia, track chair or other active meeting participation, acceptance of a presentation for professional conferences, etc.
- Service as editor, associate editor, or on the editorial board of journal (each year of service counts as one activity)
- Ad hoc reviewing for journals or conferences (each conference would be one activity even if multiple papers are reviewed)
- Other scholarly activities that support the mission and strategy of the Maine Business School

3) Professional Activity: At least 2 professional activities from the following categories (each unique activity within a category counts as one activity):

- Service on Boards of Directors (profit or not-for-profit)
- Professional qualifications and service on their boards or societies (e.g., CPA, CFA, CMA, etc.)
- Engagement with business or other organizations in activities that relate to the faculty member's professional interests and teaching responsibilities
- Engagement in executive or managerial education programs, including professional organization's webinars, as a presenter or organizer of content (applied scholarship)
- Co-ownership or ownership of a business or non-profit enterprise
- Consulting services provided (gratis or for remuneration)
- Externships with businesses or non-profits of at least a month in duration
- Sustained professional work including significant participation in business professional associations, professional standard-setting bodies, or policy-making bodies

Scholarly Practitioner (SP):

Scholarly Practitioners generally begin with the MBS with a master's level degree and practical experience. Generally, the SP classification requires 5 or more years of significant work experience in business, industry, or for a non-profit and a master's degree with at least 18 semester hours in the field in which he or she will be teaching. SP classification also requires scholarly activities. Once employed, the SP faculty member maintains the designation through 2 scholarly activities and 3 professional activities within each 5-year period. In many cases, Instructional Practitioners may move to the SP designation by adding scholarly activities to their faculty accomplishments.

1) Scholarly Activity: At least 1 scholarly activity from the following categories (each unique activity within a category counts as one activity):

- Peer reviewed journal articles (PRJ)
- Editorially reviewed publications such as case studies
- Instructional resources such as textbooks or textbook chapters, etc.
- Monographs, chapters in scholarly edited compilations, etc.
- Publications for professional conferences (e.g., acceptance of papers for proceedings)
- Participation in symposia, track chair or other active meeting participation, acceptance of a presentation for professional conferences, etc.)

- Service as editor, associate editor, or on the editorial board of journal (each year of service counts as one activity)
- Ad hoc reviewing for journals or conferences (each conference would be one activity even if multiple papers are reviewed)
- Other scholarly activities that support the mission and strategy of the Maine Business School

2) Professional Activity: At least 2 professional activities from the following categories (each unique activity within a category counts as one activity):

- Service on Boards of Directors (profit or not-for-profit)
- Professional qualifications boards or societies (e.g., CPA, CFA, CMA, etc.)
- Engagement with business or other organizations in activities that relate to the faculty member's professional interests and teaching responsibilities
- Engagement in executive or managerial education programs, including professional organization's webinars, as a presenter or organizer of content (applied scholarship)
- Co-ownership or ownership of a business or non-profit enterprise
- Consulting services provided (gratis or for remuneration)
- Externships with businesses or non-profits of at least a month in duration
- Sustained professional work supporting IP status including significant participation in business professional associations, professional standard-setting bodies, or policy-making bodies

Instructional Practitioner (IP):

The Instructional Practitioner generally presents with a master's degree and at least 18 graduate hours in the discipline for teaching. IP faculty members will generally have at least 5 years of professional experience in business, industry, or a non-profit organization with 10 years of experience preferred. To maintain IP status, faculty members must complete 3 professional activities within each 5-year period.

Professional Activity: At least 3 professional activities from the following categories (each unique activity within a category counts as one activity):

- Service on Boards of Directors (profit or not-for-profit)
- Professional qualifications boards or societies (e.g., CPA, CFA, CMA, etc.)
- Engagement with business or other organizations in activities that relate to the faculty member's professional interests and teaching responsibilities;
- Engagement in executive or managerial education programs, including professional organization's webinars, as a presenter or organizer of content (applied scholarship)
- Co-ownership or ownership of a business or non-profit enterprise;
- Consulting services provided (gratis or for remuneration)
- Externships with businesses or non-profits of at least a month in duration
- Sustained professional work supporting IP status including significant participation in business professional associations, professional standard-setting bodies, or policy-making bodies

Administrator Qualifications

Administrators in the MBS (e.g. dean, associate dean), are considered to be Instructional Practitioners (IP) due to the full time work in managing the college. As administrators return to faculty, IP status would be held for five years. Should administrators publish, their qualification may then be changed to PA with 1 journal publication or SA with 2 journal publications. Their classification as PA or SA would remain for the five-years associated with the journal article publication date. Otherwise, the IP designation notes the professional orientation of the work.

Overall, the goal is to meet AACSB standards for the faculty as a whole and in each discipline, where:
 $SA \geq 40\%$; $SA + PA + SP + IP \geq 90\%$

Participating vs. Supporting Faculty:

The Maine Business School must maintain and strategically deploy both participating and supporting faculty who collectively and individually demonstrate significant academic and professional engagement that sustains the intellectual capital necessary to support high-quality outcomes consistent with our mission and strategic plan.

Participating Faculty:

Participating faculty members contribute to the life of the Maine Business School or the Graduate School of Business through significant interactions with colleagues and students. In general, a participating faculty member is present for MBS or GSB faculty meetings, contributes to governance, and serves on MBS or GSB committees. A participating faculty member has responsibilities beyond direct teaching in the classroom. Normally, such a person is involved in the university's research and/or public service mission activities in addition to teaching. Participating faculty also routinely are involved with governance, student advising, student organization advising, curriculum development, student retention activities, alumni relations, and/or other college committee work. In addition, they frequently serve on university-wide committees and other ad-hoc assignments. Participating faculty members contribute to the academic life of the college. Note: Faculty from the University of Southern Maine are considered to be Participating Faculty members by virtue of their contributions to USM and their work within the Graduate School of Business.

Supporting Faculty:

A supporting faculty member is primarily charged with direct classroom duties, and normally has limited involvement with setting policy within the school. Supporting faculty members usually do not attend faculty meetings, advise students or student organizations, and have no committee or service obligations beyond the teaching assignments and office hours related to teaching assignments. If supporting faculty members are to continue with the MBS over time, they should comply with the classification requirements for SA, PA, SP, or IP designations as they also provide an excellent learning environment for MBS students.

Partial Phased Retirement:

Faculty on partial phased retirement remain active and participating members of the Maine Business School and its Graduate School of Business and are expected to contribute to the academic life of the MBS.

Maine Business School's Commitment to Diversity

The Maine Business School believes that supporting, respecting, and appreciating diverse perspectives and experiences strengthens our community, challenges our assumptions, and yields better decision making in business and in life. We are committed to ensuring that all members of the MBS community feel welcomed, heard, and engaged. (adopted by the faculty in fall 2020)