Lawrence Technological University
College of Management

Qualifications for AACSB AQ and PQ Status
Draft of March 9, 2012

AACSB Standard 10: The faculty has, and maintains, intellectual qualifications and current expertise to accomplish the mission and to assure that this occurs, the school has a clearly defined process to evaluate individual faculty member’s contributions to the school’s mission. (aacsb.edu, 2009)

The AACSB Maintenance of Accreditation process requires business schools to have clear and precise definitions for academically qualified (AQ) and professionally qualified (PQ) faculty. AACSB requires that 50% or more of the faculty in each disciplinary area are academically qualified and 90% or more of the faculty in each disciplinary area are either academically or professionally qualified. Where a faculty member can achieve either AQ or PQ status, they must be classified as AQ.

The following criteria are designed to ensure that the College of Management can meet or exceed AACSB Standard 10 while providing high quality and continuous improvement in all our academic programs. Each College of Management faculty member has a responsibility to maintain his/her academic or professional qualifications.

Determination of AQ or PQ status is made using a retrospective five-year review of academic and professional contributions, with information updated for each faculty member at the end of each academic year. Faculty members are expected to update their current year CV at the end of each academic year to include the appropriate AQ or PQ categories for each CV entry. Once a faculty member achieves AQ or PQ status, that status remains in place for the upcoming five academic years.

Academically Qualified Faculty

The faculty of the College of Management agrees to define the standards for an academically qualified faculty member as follows.

Initial Academic Qualification

- Faculty members who possess an earned doctorate in their disciplinary area (or directly related area) are considered academically qualified (AQ) for a period of five years following the degree award date.
- Doctoral students who have completed all studies but their dissertation (ABD) in their disciplinary area (or directly related area) are considered academically qualified (AQ) for a period of three years beyond their passing date for progression to the dissertation phase of their program.
Qualifications for AACSB AQ and PQ Status

- Doctoral students enrolled in the College of Management will be considered academically qualified (AQ) for two years based on satisfying any one of the criteria in categories A1 or A2 in the AQ Table below.

**Maintenance of Academic Qualification**

Academically qualified (AQ) faculty members are expected to be involved in a variety of continuous professional and academic development activities that are directly related to their disciplinary area. These activities, reviewed over a five year period, serve to maintain their AQ status. These activities can include but are not limited to:

1. Production of intellectual contributions including discipline based research, contributions to practice, learning and/or pedagogical research, or some combination of these types of contributions
2. Professional development activities
3. Current consulting experience

The choice of activities to maintain currency and relevance may vary between disciplines and may change at different times during a faculty member’s career.

**Maintenance of AQ Status for Faculty Members**

To maintain academically qualified (AQ) status in the College of Management, faculty members must engage in activities that total a minimum of 50 points over the previous five year period, computed using the point scale values shown below. Activities are counted during the year in which they were completed. Activities such as editorships or board memberships spanning multiple years are counted multiple times.

**Maintenance of AQ Status for Academic Administrators**

Academically qualified faculty members who hold academic administrator positions including Dean, Associate Dean, or Program Director within the prior five years must accumulate 50 points in the previous five years to maintain their AQ status, but are exempt from the peer reviewed journal article requirement in the A1 category. Administrators who are academically qualified and who return to faculty status will be waived from the peer-reviewed journal article requirement for a period of two years after leaving the administrative position.
## Table for Academic Contributions (AQ)

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<thead>
<tr>
<th>Category</th>
<th>Example Contributions (Non-exclusive)</th>
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| A1 (see footnote 1) Peer Reviewed (15 points per item) | • Published peer-reviewed journal publication  
                                • Published case study or case study teaching note  
                                • Published a book, edited volume, or book chapter  
                                • Awarded grant from a major funding agency |
| A2                               | • Served as editor, associate editor, or as a member of the editorial board of a journal or practitioner periodical  
                                • Published conference proceeding  
                                • Completed a review for an academic accreditation organization |
| A3 Peer reviewed (5 points)      | • Served as peer reviewer of journal article proposals  
                                • Served as peer reviewer of conference proposals  
                                • Served as external reviewer for tenure or promotion decisions  
                                • Published a book review  
                                • Participated in a textbook revision project  
                                • Published an instructor’s manual  
                                • Served as an officer of an academic organization |
| A4 (10 points per item)          | • Served as Dean or Associate Dean  
                                • Served as a chair for a doctoral dissertation  
                                • Presented an invited presentation or lecture to an academic or professional association  
                                • Published a non-peer reviewed article  
                                • Participated in a fellowship or faculty exchange program with another institution  
                                • Completed a new course development project  
                                • Completed a significant professional consulting project |
| A5 (5 points per items)          | • Served as an academic program director  
                                • Served as committee member for doctoral dissertation  
                                • Served as a discussant, session chair, or panel member at an academic or professional conference  
                                • Participated as a member of a professional consulting team  
                                • Published a technical report for external constituents  
                                • Acquired professional certification in a related field of practice  
                                • Received an award pertaining to research and scholarship  
                                • Served as a University-approved faculty mentor  
                                • Participated in a professional conference or seminar  
                                • Served as member of a board of directors for for-profit or not-for-profit organization related to your disciplines  
                                • Served as an officer for a professional organization |

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1 Faculty members must either accumulate a minimum of 30 points within the A1 category or have published one peer-reviewed journal publication in the A1 category.
Professionally Qualified Faculty

The faculty of the College of Management agrees to define the standards for an academically qualified faculty member as follows.

*Initial Professional Qualification*

If a faculty member in the College of Management cannot be deemed academically qualified, they are then required to be professionally qualified. A new faculty member in the College of Management will be considered professionally qualified for a period of five years if she/he meets the following conditions:

1. Possess at least a master’s degree in a business discipline, or a specialized master’s degree, or a higher level practitioner degree in business or specialized professional degree in the area in which they teach; and
2. Has at least five years of professional experience, with the most recent experience being within the past five years, working in an industry, business, governmental agency, or not-for-profit organization with job responsibilities related to the field in which she/he is teaching.

*Maintenance of Professional Qualification (PQ)*

Professionally qualified faculty members are expected to be involved in a variety of continuous academic and/or professional activities directly related to their teaching field to maintain their PQ status.

To maintain their professionally qualified (PQ) status in the College of Management, faculty members must, over the previous five year period, engage in activities that total a minimum of **50 points** in the previous five years according to the point values shown in the table below.
## Qualifications for AACSB AQ and PQ Status

### Table for Professional Contributions (PQ)

<table>
<thead>
<tr>
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<th>Example Contributions (Non-exclusive)</th>
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| **P1** (15 points per item) | • Served as a board member or in a senior management position in an organization related to the discipline  
• Served as a senior appointed or elected position in government  
• Served in an executive position in a professional organization  
• Published a peer-reviewed journal publication  
• Published a book  
• Published a case study or a case study teaching note  
• Published a book chapter  
• Published an edited volume  
• Received a grant from a major funding agency |
| **P2** (10 points per item) | • Served as a part-time or full-time professional employee in an organization related to the discipline  
• Received professional certification in a related field  
• Published a trade journal article  
• Completed a professional consulting project  
• Published a technical report for external constituents  
• Delivered an invited speech or presentation to an organization  
• Served as an editor or associate editor of a journal or practitioner periodical  
• Published a non-peer-reviewed article or conference proceeding  
• Participated in a fellowship or exchange program with another institution  
• Completed development of a new course |
| **P3** (5 points per item) | • Created and delivered a professional education seminar  
• Published a book review  
• Participated in a professional conference or seminar  
• Served as a reviewer for journal articles or conference proposals  
• Serving as a committee member for a doctoral dissertation or master’s thesis  
• Completed a textbook or instructor manual revision  
• Served as an officer of an academic organization  
• Received an award pertaining to research and scholarship  
• Served as a discussant, session chair, or panel member at an academic or professional conference |