



AACSB Contract Instructor Qualifications
April 29, 2014

knowledge to compete

The knowledge to compete



Agenda

1. Welcome and introductions
2. What does AACSB Accreditation mean for Sprott?
 - I. Assurance of Learning
 - II. Faculty Sufficiency
 - III. Faculty Qualifications
3. Requirements for CI Applications
4. Wrap Up

We're Accredited - What does this mean?

Became accredited by the AACSB international governing body in June 2013 which means we are now required to:

- uphold and sustain a required level processes, faculty qualifications and engagement.
- Continue to implement and employ Assurance of Learning Process to improve curricula and course delivery
- go through a rigorous review process every 5 years – next cycle will be in 2018 and will look to see that we continue to meet accreditation standards in all areas

We're Accredited - What does this mean?

Assurance of Learning



Faculty Sufficiency

Sprott defines participating faculty as teaching faculty/instructors who participate in the life of the school beyond direct teaching involvement. This can be demonstrated, for example, if by any one of the following:

- 1) Serve as a voting member of Faculty Board.
- 2) play a key role in course curriculum design and management and/or other long-term contributions to the School. This can be identified as participating in standing or ad hoc curricula-related committees or participating in curriculum review processes coordinated by Program Directors or Associate Deans; or
- 3) full-time faculty members at our MBA partner institutions who have primary in-country responsibility for the program on behalf of the host University.

Sprott defines supporting faculty as contract instructors whose contribution to the School's mission is, for the most part, limited to teaching.

Participating and Supporting

There are specific ratios that we are required to maintain related to participating and supporting faculty in order to maintain our accreditation. We must have:

- > 75% OVERALL participating
- > 60% participating within each program, location and specific teaching area

Metric is all about TEACHING.

Faculty Qualifications

- There are four categories of qualifications defined for full-time and contract faculty and instructors. With few exceptions, all teaching faculty and instructors must fall into one of these four categories.
- Qualifications depend on initial preparation and on activities that show maintenance of qualifications. These activities are assessed over the most recent five calendar years.

Initial Academic Preparation and Professional Experience	Sustained Engagement Activities	
	Academic (Research/Scholarly)	Applied/Practice
Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
Doctoral Degree	Scholarly Academics (SA)	Practice Academics (PA)

Minimum requirements for Faculty Qualifications

- > 90% classified as “qualified” according to at least one of the four quadrants
- > 50% in Scholarly Academic category
- > 60% in SA, PA or SP, combined
- These ratios are calculated OVERALL and within each teaching area

		Sustained Engagement Activities	
		Academic (Research/Scholarly)	Applied/Practice
Initial Academic Preparation and Professional Experience	Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
	Doctoral Degree	Scholarly Academics (SA)	Practice Academics (PA)

AACSB Categories

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 prior to the review dates.

We are permitted a small proportion of SA's who are in the PhD program who have completed their Comprehensive Exam within the last three years (no more than 10%).

	Sustained Engagement Activities	
	Academic (Research/Scholarly)	Applied/Practice
Initial Academic Preparation and Professional Experience Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
Doctoral Degree	Scholarly Academics (SA)	Practice Academics (PA)

AACSB Categories

You are defined to be a **Scholarly Academic (SA)** if:

- You have specialized advanced preparation in your field (normally a doctorate degree) augmented by subsequent development activities to assure currency in their field(s). They may be deemed to be initially SA by meeting one of the five following criteria:
 - 1) Faculty holding a doctorate in business or a related field are defined as scholarly academics for a period of five years since the completion of their degree requirements
 - 2) Faculty holding a graduate degree in law will be considered SA for teaching business law and legal requirements for a period of five years since the completion of their degree requirements

Initial Academic Preparation and Professional Experience	Sustained Engagement Activities	
	Academic (Research/Scholarly)	Applied/Practice
Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
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AACSB Categories

Scholarly Academic (SA) criteria continued...

- 3) Faculty holding a graduate degree in taxation or an appropriate combination of graduate degrees in law and accounting to teach taxation for a period of five years since the completion of their degree requirements
- 4) Faculty who are enrolled in a doctoral program in business or a related field and who have successfully completed their comprehensive examination are defined as scholarly academics for a period of three years after the examination
- 5) Faculty who have completed substantial post-graduate coursework in the field of their primary teaching responsibilities may also be considered scholarly academics, but this category is limited to a very small percentage of total faculty resources

Initial Academic Preparation and Professional Experience	Sustained Engagement Activities	
	Academic (Research/Scholarly)	Applied/Practice
Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
Doctoral Degree	Scholarly Academics (SA)	Practice Academics (PA)

AACSB Categories

Scholarly Academics whose advanced preparation in the field is more than five years old must demonstrate currency and relevance in their fields in order to remain as SA.

- For almost all SAs, this is demonstrated by the production of peer-reviewed journal articles.
- Faculty are deemed to be scholarly academics on a continuing basis if they publish three or more peer reviewed articles in their substantive field over the previous five (5) year period. At most, one of the three peer reviewed journal articles may be replaced by an edited book, two refereed book chapters or three peer reviewed presentations in conference proceedings, or an appropriate combination of these. Exceptions to these definitions, if any, must be justified on a case-by-case basis.

Initial Academic Preparation and Professional Experience	Sustained Engagement Activities	
	Academic (Research/Scholarly)	Applied/Practice
Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
Doctoral Degree	Scholarly Academics (SA)	Practice Academics (PA)

AACSB Categories

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, other forms of professional engagement, etc., based on the faculty members' earlier work as an SA faculty member.

Initial Academic Preparation and Professional Experience	Sustained Engagement Activities	
	Academic (Research/Scholarly)	Applied/Practice
Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
Doctoral Degree	Scholarly Academics (SA)	Practice Academics (PA)

AACSB Categories

You are defined to be a Practicing Academic (PA) if:

- You have specialized advanced preparation in your field (normally a doctorate degree) augmented by subsequent development activities that involve substantive linkages to practice, consulting, and other forms of professional engagement, etc., based on the faculty member's earlier work as an SA faculty member.

Initial Academic Preparation and Professional Experience	Sustained Engagement Activities	
	Academic (Research/Scholarly)	Applied/Practice
Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
Doctoral Degree	Scholarly Academics (SA)	Practice Academics (PA)

AACSB Categories

Practicing Academics whose advanced preparation in the field is more than five years old must demonstrate currency and relevance in their fields. This can be demonstrated if:

- they are engaged in consulting activities that are material in terms of their time and substance
- they take a leading role in the development and preparation of executive education programs
- they are active in business professional associations
- they produce practice-oriented intellectual contributions
- they demonstrate active service on boards of directors
- they are engaged in continuing professional education experiences
- they participate in professional events that focus on the practice of business, management and related issues
- they participate in other activities, including engagement with the media, that place faculty in direct contact with business or other organizational leaders

Initial Academic Preparation and Professional Experience	Sustained Engagement Activities	
	Academic (Research/Scholarly)	Applied/Practice
Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
Doctoral Degree	Scholarly Academics (SA)	Practice Academics (PA)

AACSB Categories

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.

Initial Academic Preparation and Professional Experience	Sustained Engagement Activities	
	Academic (Research/Scholarly)	Applied/Practice
Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
Doctoral Degree	Scholarly Academics (SA)	Practice Academics (PA)

AACSB Categories

You are defined to be an **Scholarly Practitioner (SP)** if:

- You hold a Master's degree in the field and have at least five years of progressively responsible work experience in the area of their primary teaching responsibilities.
- You have a Bachelor's degree and also hold an LLB and are active members of the Bar, or who hold a CPA (Chartered Professional Accountant) designation and are active members of CPA Canada or who hold a CFA designation and are active in the field of Investments, are deemed to hold the equivalent of a Master's degree in law, accounting or finance as appropriate. NOTE: This equivalency is based on the extensive professional preparation required by the Provincial Bar Associations, CPA Canada and the CFA Institute for admission to these professional bodies.

Initial Academic Preparation and Professional Experience	Sustained Engagement Activities	
	Academic (Research/Scholarly)	Applied/Practice
Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
Doctoral Degree	Scholarly Academics (SA)	Practice Academics (PA)

AACSB Categories

Scholarly Practitioners are also required to demonstrate currency in their field(s) of teaching by evidence of scholarly activity such as:

- they produce scholarly or practice-oriented intellectual contributions, including text books.
- they hold leadership positions in recognized academic societies, research awards, academic fellow status, and invited presentations
- they have participated in relevant editorships with academic, professional, or other business/management publications
- they engage in the development and presentation of continuing professional education activities or executive education programs
- in addition, a combination of the activities set out in (a)-(d) may serve to demonstrate maintenance of Professional Qualifications

Initial Academic Preparation and Professional Experience	Sustained Engagement Activities	
	Academic (Research/Scholarly)	Applied/Practice
Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
Doctoral Degree	Scholarly Academics (SA)	Practice Academics (PA)

AACSB Categories

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 as outlined below. IP status is sustained as outlined below.

	Sustained Engagement Activities	
	Academic (Research/Scholarly)	Applied/Practice
Initial Academic Preparation and Professional Experience Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
Doctoral Degree	Scholarly Academics (SA)	Practice Academics (PA)

AACSB Categories

You are defined to be an Instructional Practitioner (IP) if:

- You hold a Master's degree in the field and have at least five years of progressively responsible work experience in the area of your primary teaching responsibilities.
- You are an individual who has a Bachelor's degree who also holds an LLB and are active members of the Bar.
- You hold a CPA (Chartered Professional Accountant) designation and are active members of CPA Canada or who hold a CFA designation and are active in the field of Investments, are deemed to hold the equivalent of a Master's degree in law, accounting or finance as appropriate. NOTE: This equivalency is based on the extensive professional preparation required by the Provincial Bar Associations, CPA Canada and the CFA Institute for admission to these professional bodies.

Initial Academic Preparation and Professional Experience	Sustained Engagement Activities	
	Academic (Research/Scholarly)	Applied/Practice
Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
Doctoral Degree	Scholarly Academics (SA)	Practice Academics (PA)

AACSB Categories

Instructional practitioners are also required to demonstrate currency in their field(s) of teaching – examples include:

- they continue to hold responsible part time or full time work in their area
- they are active consultants in their area and can demonstrate working on a minimum of five consulting projects over the previous five year period
- they are active in their professional association(s) and can demonstrate holding leadership positions in their field
- they have significant participation on Boards of Directors of organizations
- they engage in significant professional development activities such as taking courses (particularly courses leading to a professional certification), attending seminars and conferences, and engaging in individual research and study in addition, a combination of the activities set out in (a)-(e) may serve to demonstrate maintenance of Professional Qualifications

Initial Academic Preparation and Professional Experience	Sustained Engagement Activities	
	Academic (Research/Scholarly)	Applied/Practice
Professional Experience, Substantial in Duration, and Level of Responsibility	Scholarly Practitioners (SP)	Instructional Practitioners (IP)
Doctoral Degree	Scholarly Academics (SA)	Practice Academics (PA)

So what does all of this mean for you as a CI?

When you apply for one of our CI job postings, you need to keep in mind the following:

- We **MUST** have a current resume which addresses and outlines ALL of your relevant experience (i.e. publications, FT employment history, consulting work with some detail, professional development, etc.) so that we can appropriately determine what category you fit in to for the recent 5 complete calendar years.

For example: If you intend to apply for one of our F/W positions, your CV with your application must be updated to include the last full 5 calendar years (January 2009 to December 2013) – we cannot include experiences prior to this 5 year period to determine AACSB Qualification.

So what does all of this mean for you as a CI?

When you apply for one of our CI job postings, you need to keep in mind the following:

- that while we DO require you to include your previous academic teaching experiences (courses taught), this information does NOT contribute to our maintenance of qualifications
- If you don't apply, we can't consider your application, even if you have taught before. We need a NEW application for each term (Spring/Summer and Fall/Winter) during the advertised period.

In addition, and moving forward, all of our job postings for contract instructor positions will clearly specify the need to be AACSB qualified, which means that you must ensure you meet/exceed all that we have discussed today, in the relevant categories.



Questions?



Reminders:

- 1) Postings for Fall/Winter 14/15 courses will be posted as of May 5 at <http://sprott.carleton.ca/about-sprott/openings/>
- 2) Fall CI Orientation Session will take place the week of August 11-15th. Stay tuned for more details.
- 3) For more resources available to you as an active CI, please check out our faculty services page at <http://sprott.carleton.ca/about-sprott/facultyservices/>