

1-16-2014

# College of Business Council Meeting : 2014 : 01 : 16

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**USFSP College of Business  
College of Business Council  
Meeting Agenda**

**Thursday, January 16, 2014, 11 a.m., Piano Man Conference Room**

**Members:** Tom Carter, Bill Jackson, Grover Kearns (Chair), Dan Marlin, Todd Shank

**Members Absent:** Tom Ainscough, Chris Davis

**Approval of November 19, 2013 Meeting Minutes:** Minutes were approved without modification.

**Strategic Planning Measures**

Many of the information requests have been received and will be summarized for our next meeting. Kearns will send out reminders to those who have not responded. Marlin noted that several items were not available. These items will be collected later using a faculty survey. Marlin also noted it was essential that the measures represent the baseline year AY 2012/13.

**Organizational Changes**

At the last COB Faculty Meeting the CBC distributed scenarios (see attached). The CBC will lead a discussion on these at the 1/24 meeting. Faculty will be asked if they wish to vote on the scenarios at the next faculty meeting. Shank and Jackson stated that a discussion of how the proposed department chairs would be compensated should be part of the general discussion.

**Standards for Faculty Qualifications**

In the new 2013 guidelines AACSB has altered the faculty qualification standards from the AQ/PQ/Other to five categories: SA/PA/PA/SP/Other (see separate handout). The minimums are for schools with undergraduate degrees only and are raised for schools with MBA programs and higher for doctoral programs. The CBC should formalize the new standards for the USFSP COB. A document was distributed (attached). A few inconsistencies were noted and corrections made. The document will be distributed to faculty for a vote at the next faculty meeting.

**Proposed Changes to Governance Document**

The attached document was distributed at the last faculty meeting with an announcement that they would be voted upon at the next meeting. The items will be presented for a vote at the 1/24/14 meeting.

### **Search Committees**

Dean Ebrahimpour had requested that the CBC appoint search committees for Management and Economics. Those committees are appointed as follows:

Economics: Rick Smith (Chair), Tom Carter, Maria Corton, Steve Danese

Management: Scott Geiger (Chair), Dan Marlin, Chris Chen, Sharon Segrest, Nikki Stowell

### **Adjournment at 12:15 PM**

# ATTACHMENT 1

## USFSP College of Business

(Handout to faculty for 1/24/14 meeting)

### CBC Recommended Scenarios for COB Organizational Change

The following scenarios are proposed for faculty consideration for organizational change. This is for discussion and not for a vote until the 2014 faculty meeting.

**Scenario 1:** Consolidate the CBC, T&P, ARAC, and Area Coordinators into a new CBC. All disciplines would be represented and each faculty member would rotate onto the committee for 1-2 years. Each CBC member would be responsible for regular CBC activities, annual reviews and scheduling. In return for this increased work-load the member would receive a course release. This would provide for greater communication with less effort, fewer overall meetings, and a greatly reduced work-load for faculty not on the CBC. Only tenured faculty could serve.

**Scenario 2:** Create three departments with department chairs and staff. The duties of scheduling and annual reviews would be assumed by the chairs. The T&P, ARAC and Area Coordinators would be dissolved. The dean had recommended the following groups:

1. Program of Accountancy and Business Law (11 faculty including new hire)
2. Dept. 2: Management, Marketing, Entrepreneurship, Global (14 faculty)
3. Dept. 3: Finance, Information Systems, Economics (15 faculty)

Discipline:	MGMT	MKT	ENT	GL	POA	FIN	IS	ECON
Faculty:	6	4	3	1	11	5	4	6

**Scenario 3:** Let the COB administration be in charge of scheduling (instead of the coordinators) and let the COB administration handle the annual reviews, while the faculty would populate an appeals panel.

**Scenario 4:** Do nothing – no change from present.

## **ATTACHMENT 2**

**(Handout to faculty for 1/24/14 meeting)**

### **Proposed Changes to the Governance Document**

#### 1. Change to make appointment of committees consistent with time of appointments

The governance document was previously changed to have committee appointments made at the end of the spring semester. However, the language under Membership of Standing Committees, 2<sup>nd</sup> paragraph, reads:

(1) “After formation of the CBC, the Chair of the CBC will ask for nominations ...”

Proposed change:

“During the spring semester, the Chair of the CBC will ask for nominations ...”

#### 2. Service Assignments for Assistant Professors

Assistant professors are normally assigned to one college or campus committee. Service loads are minimized in order to allow time to conduct research towards tenure. Requests to assistant professors to accept additional service assignments places them in an awkward and possibly untenable position. To avoid such situations, under the heading “Standing Committees of the College of Business Council” at the end of (1) add:

“Assistant professors will be appointed to one committee. Any additional requests for service assignments for assistant professors must be presented to the CBC for approval.”

#### 3. Correct error

Under the heading “Standing Committees of the College of Business Council” in (3):

Change “USFSP Faculty Council” to “USFSP Faculty Senate”

#### 4. Establishing Quorums

The COB Governance Document states:

“Two-thirds of the CBC’s voting membership constitutes a quorum. An affirmative vote by a majority (over 50%) of a CBC quorum is binding to the CBC.”

Committees of smaller size have difficulty achieving quorums. Extended service assignments has resulted in meeting time conflicts which can result in reduced attendance and inability to vote on issues when attendance is less than two-thirds. For example when you have a committee of 5 at least 4 members must be present to have a quorum. For this reasons, the CBC proposes changing

the requirement to sixty percent (60%). This will allow quorums for attendance of: 3 of 4, 3 of 5, 4 of 6, 5 of 7 etc. The governance document would be changed to read as follows:

“Sixty percent (60%) of the CBC’s voting membership constitutes a quorum. An affirmative vote by a majority (over 50%) of a CBC quorum is binding to the CBC.”

## **ATTACHMENT 3**

**(Handout to faculty for 1/24/14 meeting)**

### **UNIVERSITY OF SOUTH FLORIDA ST. PETERSBURG COLLEGE OF BUSINESS PARTICIPATING AND SUPPORTING FACULTY DEFINITIONS**

Participating Faculty Members include all full-time faculty members such as tenured and tenure-track professors, instructors and lecturers as well as visiting instructors and professors. Such individuals are considered “participating” since they are involved in governance, curriculum development and service activities associated with the operations of the College of Business.

Supporting Faculty Members include all part-time faculty members such as adjunct instructors. These individuals are considered “supporting” because they are not involved in governance, curriculum development and service activities associated with the operations of the College of Business.

An exception to the classifications above may be made for a specific faculty member by the Dean of the College of Business.

Relevant professional experience, as documented by reports of significant experience from contract and consulting engagements, or documented evidence of serving as an employee in a professional capacity. In all cases, the relevant professional experience must be related to the faculty member’s academic discipline. The relevant professional experience may be within the private sector, public sector, or non-profit sector.

**UNIVERSITY OF SOUTH FLORIDA ST. PETERSBURG  
COLLEGE OF BUSINESS  
STANDARDS FOR FACULTY QUALIFICATIONS**

College of Business faculty are committed to maintaining professional competence and currency. This commitment is consistent with faculty qualification standards established by AACSB International. AACSB standards require faculty to be properly trained and to maintain currency through programs of continued scholarship, professional certification and development, consulting, and other activities associated with life-long learning. It is crucial for all faculty — tenured, tenure-track, and non-tenure track -- to meet College faculty qualification standards. The table below reports the AACSB minimum percentages for each category. Since the College currently has two Masters’ Degree programs, the College standard should be higher than the minimum. Therefore, the College standard is for 50% or more of our faculty to be Scholarly Academics (SA), as shown in the table below.

**Percentages for Each Category**

Faculty Categories	AACSB Minimum Standards	College of Business Percentage
Scholarly Academics (SA)	40%	50%
Scholarly Academics (SA) Practice Academics (PA) Scholarly Practitioners (SP)	60%	60%
Scholarly Academics (SA) Practice Academics (PA) Scholarly Practitioners (SP) Instructional Practitioners (IP)	90%	90%

UNIVERSITY OF SOUTH FLORIDA ST. PETERSBURG  
COLLEGE OF BUSINESS  
ACADEMIC QUALIFICATIONS FOR FACULTY

## GRADUATE QUALIFICATIONS

Faculty at the USFSP College of Business, in order to be academically qualified at the graduate level, must:

(a) possess an advanced degree that meets the standard for Research/Scholarly, as defined by Standard 15 of the AACSB International's Eligibility Procedures and Accreditation Standards for Business Accreditation and;

(b) successfully accomplish research related to their respective academic discipline, which is evidenced by publication in peer reviewed journals. In order to meet this second standard, the Scholarly Academic (SA) faculty member must present documentation of a published peer reviewed article at least three times over the most recent five-year period and the Scholarly Practitioner (SP) faculty member must present documentation of a published peer reviewed article at least two times over the most recent five-year period. This documentation may consist not only of the published articles, but also letters of acceptance from journal editors that an article is to be published. Published peer reviewed proceedings will not satisfy this requirement. A new Ph.D. is considered academically qualified for five years from the date the degree is granted.

## UNDERGRADUATE QUALIFICATIONS

Faculty at the USFSP College of Business, in order to be academically qualified at the undergraduate level, must:

(a) possess an advanced degree that meets the requirements for either Research/Scholarly or Applied/Practice, as defined by Standard 15 of the AACSB International's Eligibility Procedures and Accreditation Standards for Business Accreditation and;

(b) successfully accomplish research related to their respective academic discipline, which is evidenced by publication in peer reviewed journals. Faculty qualified at the graduate level are automatically qualified at the undergraduate level. In order to meet this second standard, the Scholarly Practitioner (SP) or Scholarly Academic (SA) faculty member must present documentation of a published peer reviewed article at least twice over the most recent five-year period. The Practice Academic (PA) must present documentation of a published peer reviewed article at least twice over the most recent five-year period.

This documentation may consist not only of the published articles, but also letters of acceptance from journal editors that an article is to be published. Published peer reviewed proceedings will

not satisfy this requirement. A new Ph.D. is considered academically qualified for five years from the date the degree is granted.

The Instructional Practitioner (IP) must present documentation of significant professional development and/or practitioner activities over the most recent five-year period.

## **ACADEMICALLY QUALIFIED FACULTY**

Academically qualified faculty possess a doctoral degree and may be Scholarly Academics (SA) or Practice Academics (PA).

### **SCHOLARLY ACADEMIC (SA) GUIDELINES**

A Scholarly Academic faculty member (tenured, tenure-track or non-tenure track) must hold a Ph.D. or D.B.A. (or equivalent as defined by AACSB). For faculty who earned their doctorates more than five years ago, the following conditions also apply.

During the preceding five years, the SA faculty member must publish three peer-reviewed journal articles. In addition, the faculty member must complete three scholarly activities from the list below. An activity may be repeated unless indicated otherwise.

#### **Scholarly Activities:**

- Author and publish a peer-reviewed journal article, research monograph, a chapter in a research monograph, a peer-reviewed magazine article, a business case in a peer-reviewed outlet, a textbook, an article in a non-peer-reviewed national professional journal, or an article in a non-peer-reviewed national magazine.
- Author and publish a peer-reviewed journal article in the proceedings of a regional or national conference.
- Present a peer-reviewed paper or symposium at an international, national or regional conference.
- Serve as a panelist at an international, national or regional conference.
- Serve as an editor of an academic journal, a Special Edition editor for an academic journal, or on the Editorial board for a disciplinary journal.

## **PROFESSIONAL ACADEMIC (PA) GUIDELINES**

A Professional Academic faculty member (tenured, tenure-track or non-tenure track) must hold a Ph.D. or D.B.A. degree in the related field (or equivalent as defined by AACSB). The following conditions also apply.

During the preceding five years, the PA faculty member must publish two peer-reviewed journal articles. In addition, the faculty member must complete a total of three activities from the following categories with at least one practitioner related. An activity may be repeated unless otherwise indicated.

### **Scholarly Activities:**

- Author and publish a peer-reviewed journal article, research monograph, a chapter in a research monograph, a peer-reviewed magazine article, a business case in a peer-reviewed outlet, a textbook, an article in a non-peer-reviewed national professional journal, or an article in a non-peer-reviewed national magazine.
- Author and publish a peer-reviewed journal article in the proceedings of a regional or national conference.
- Present a peer-reviewed paper or symposium at an international, national or regional conference.
- Serve as a panelist at an international, national or regional conference.
- Serve as an editor of an academic journal, a Special Edition editor for an academic journal, or on the Editorial board for a disciplinary journal.

### **Practitioner Activities:**

- Maintain a professional certification (can only count once per certification).
- Work on a significant business consulting project important to an organization in their discipline (including expert witness).
- Serve as sponsor of a professional student organization.
- Serve on a board or other oversight position for a profit or not-for-profit organization.
- Serve as an elected officer of an international or national professional organization.
- Appear as an expert in the media.
- Serve as an elected officer of an international or national professional organization.
- Awarded a grant of \$10,000 or greater.

## **PRACTITIONER QUALIFIED FACULTY**

Practitioner qualified faculty possess a Master's degree within the related field and may be Scholarly Practitioners (SP) or Instructional Practitioners (IP). In limited cases, SP or IP status may be appropriate for faculty without master degrees if the depth, duration, sophistication and complexity of their professional experience at the time of hiring outweighs their lack of degree.

### **SCHOLARLY PRACTITIONER (SP) GUIDELINES**

A Scholarly Practitioner faculty member normally holds at minimum a Master's degree in an area related to the courses that they teach. Upon the time of hiring, the scholarly practitioner qualified faculty member's experience should be relevant, current, and significant in duration and level of responsibility. In addition, scholarly practitioner qualified faculty are engaged in scholarly work and professional development that maintains their currency in the field. During the preceding five years, the SP faculty member must publish two peer-reviewed journal articles. In addition, a faculty member must complete a total of three activities from the categories below with at least one scholarly activity. An activity may be repeated unless otherwise indicated.

#### **Scholarly Activities:**

- Author and publish a peer-reviewed journal article, research monograph, a chapter in a research monograph, a peer-reviewed magazine article, a business case in a peer-reviewed outlet, a textbook, an article in a non-peer-reviewed national professional journal, or an article in a non-peer-reviewed national magazine.
- Author and publish a peer-reviewed journal article in the proceedings of a regional or national conference.
- Present a peer-reviewed paper or symposium at an international, national or regional conference.
- Serve as a panelist at an international, national or regional conference.
- Serve as an editor of an academic journal, a Special Edition editor for an academic journal, or on the Editorial board for a disciplinary journal.

#### **Practitioner Activities:**

- Maintain a professional certification (can only count once per certification).
- Work on a significant business consulting project important to an organization in their discipline (including expert witness).
- Serve as sponsor of a professional student organization.
- Serve on a board or other oversight position for a profit or not-for-profit organization.
- Serve as an elected officer of an international or national professional organization.
- Appear as an expert in the media.
- Serve as an elected officer of an international or national professional organization.
- Awarded a grant of \$10,000 or greater.

## **INSTRUCTIONAL PRACTITIONER (IP) GUIDELINES**

An Instructional Practitioner faculty member normally holds at least a Master's degree in an area related to the course taught. At the time of hire, the IP qualified faculty member's experience should be relevant, current, and significant in duration and level of responsibility. In addition, IP qualified faculty are engaged in a professional development program that maintains their currency in the field.

During the preceding five years, the faculty member must complete four practitioner activities from the list below. An activity may be repeated unless otherwise indicated.

### **Practitioner Activities:**

- Maintain a professional certification (can only count once per certification).
- Work on a significant business consulting project important to an organization in their discipline (including expert witness).
- Serve as sponsor of a professional student organization.
- Serve on a board or other oversight position for a profit or not-for-profit organization.
- Serve as an elected officer of an international or national professional organization.
- Appear as an expert in the media.
- Serve as an elected officer of an international or national professional organization.
- Awarded a grant of \$10,000 or greater.