

College of Business and Economics

Faculty Senate Meeting Minutes

Date: 03-12-2019

Subject: Faculty Senate Meeting Minutes

Attendance: Terry Jalbert (Chair), Keisuke Nakao (Vice Chair), Emmeline de Pillis, Kimberly Furumo, Andrey Simonov, Sijie Sun, Hellen Tien, James Czarski, Tam Vu (ex officio)

Minutes

ITEM 1) For the Senate Membership Criteria. Terry Jalbert is to ask Karla Hayashi about the voting/non-voting status of Instructor with temporary/continuing/non-continuing appointments. Also ask about the definitions of these appointments. Further discussion will be made through e-mails.

ITEM 2): Proposal to modify the Criteria for Faculty Classification in two ways:

- 1) For each of the four classifications SA, PA, SP, and IP, both of the first two items are required; either of the last two items is required;
- 2) Items are modified as italicized in the attached file.

Motion by de Pillis
Seconded by Furumo
Vote: 8-0-0 in favor of approval

ITEM 3. Proposal to modify the Criteria Guiding Identification of Participating and Supporting Faculty as italicized in the attached file.

Motion by de Pillis
Seconded by Furumo
Vote: 8-0-0 in favor of approval

ITEM 4. On meeting with Community leaders, Hellen Tien is to build and maintain bridge/network with them.

Other. To promote CoBE activities, utilize the screensaver of the front monitor of the CoBE building.

Meeting adjourned.

5.2.2 Criteria Guiding Identification of Participating and Supporting Faculty

Revised Criteria

The CoBE follows AACSB's overall guidelines for documenting faculty members as either "participating" or "supporting" and then develops its own criteria that is consistent with its mission. Since the new mission of the college focuses on teaching and applied learning, to be a "participating" faculty member, the faculty member should satisfy at least two of the following criteria:

- (i) Engage in major academic issues of the College
- (ii) Participate in College governance
- (iii) Serve on academic policy making *processes*.
- (iv) Participate in non-class activities (e.g., student advising, student professional development, student engagement, faculty development, faculty engagement, or extra-curricular activities)
- (v) Be considered as a long-term faculty member

AACSB's Standard 5 does not require a "supporting" faculty member to participate in the intellectual or operational life of the school beyond the direct performance of teaching responsibilities. This standard also stipulates that normally, a supporting faculty member's appointment "is on an ad hoc basis—for one term or one academic year without the expectation of continuation—and is exclusively for teaching responsibilities." The CoBE has strengthened its criteria for supporting faculty members in two regards:

- (i) Any faculty who satisfies only one of the above criteria for "participating" faculty is classified as a "supporting" faculty member, and the CoBE requires its supporting faculty to participate in its annual retreat starting from Fall 2017.
- (ii) Most of the supporting faculty members at the CoBE are hired on a long-term basis, except for the case of an emergency.

9. Criteria for Faculty Classification

Original Criteria

In Fall 2017, faculty revised the criteria for sustained engagement activities so that each level of engagement, from SA, PA, SO, to IP, is defined clearly for easy implementation. Following the AACSB basis for judgment, each level is now defined according to “disciplinary-based” activities. The revised version for each category is outlined as follows.

(1) Scholarly Academics (SA)

- A Doctoral degree in the disciplinary-based field or related areas
- Scholarly activities satisfying the criteria for scholarly activities (Standard 2: Intellectual Contributions)

and one of the following two:

- Services on editorial boards or committees
- Participation in recognized academic associations, invited presentations, etc.
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(2) Practice Academics (PA)

- A Doctoral degree in the disciplinary-based field or related areas
- Scholarly activities satisfying the criteria for scholarly activities (Standard 2)

and one of the following two:

- Documented continuing education experiences
- Development of or participation in professional events that focus on the practice of business management or related issues that are in direct contact with business leaders

(3) Scholarly Practitioners (SP)

- A Master’s degree in the disciplinary-based field or related areas
- Writing *publically available* working papers, or *presenting at* in-house symposiums and other presentations on practical issues in teaching or research, *or publishing in a trade journal.*

and one of the following two:

- Development or presentation of continuing education activities or executive education activities
- Development of or participation in professional events at the college or university that focus on the practice of business management or related issues

(4) Instructional Practitioners (IP)

- A Master’s degree in the disciplinary-based field or related areas, *or a combination of a BA in the disciplinary-based field or related areas and at least 20 years of*

experience in the field with substantial contributions in students' career development activities.

- Development or presentation of continuing education activities or executive education activities

and one of the following two:

- Development of or participation in professional events at the college or university that focus on the practice of business management or related issues
- Services on advisory boards other than at the college or committees at the college