

# Policy 201.1-REV2

## RBS Decanal Account Policy

[Original 2015/16 Research Resources Committee recommendations presented to the Faculty and approved by the Dean on May 05, 2015. **Rev2** – Recommended by the 2017/18 RRC and approved by the Dean on June 04, 2018 - Effective June 01, 2018]

### 1. Research-Active Faculty Decanal Research Fund (DRF)

The Dean's Office will grant each "research-active" full-time faculty member a Decanal Research account of \$3K/year on a continuous basis, provided they meet the criteria specified below. The decanal accounts will be paid solely from the Dean's Discretionary Funds, and will be managed by the Dean's Office. The criteria for "research-active", together with the categories of reimbursable expenses, are defined below.

### 2. Definition of "Research-Active"

A "research-active" faculty member is defined as one who, **in addition to meeting the RBS-defined AACSB standard for Scholarly Academic (SA)**, also fits one or more of the following three research profiles (within the preceding five calendar years, but also including the four months up to April in the year of evaluation):

- (a) Published at least three papers in academic refereed journals (with an impact factor of at least 1.0).
- (b) **Published at least two (2) papers in academic refereed journals (impact factor of at least 1.0), including one in the Financial Times Top 50 Business Journals (FT50), the UT-Dallas Top 24 Business Journals (UTD24), or equivalent top-tier journal article on a business-related topic.**
- (c) Had at least one book published by a reputable academic publisher or publishing house.

All eligible faculty must annually meet the minimum service requirements (e.g., supervised an independent study or undergraduate honor thesis/research project, attended a graduation ceremony, participated on a RBS or University Committee, advised on student case competition, etc.)<sup>1</sup>

Excluded from the standard decanal accounts are faculty members with endowed chairs or contractually-granted research accounts, lecturer appointments, and visiting faculty. All full-time faculty (including NTT faculty) are otherwise eligible for consideration.

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<sup>1</sup> Because "research-active" was defined in the 2015/16 decanal account policy to enforce a higher research standard than for that adopted for the SA faculty classification, only faculty who meet the SA standard can be considered as potentially meeting the "research-active" definition. For the AACSB "SA" criteria as currently approved by faculty, see the Appendix attached. Also available on Blackboard faculty website -> Faculty Affairs -> Course Documents -> AACSB Faculty Qualification Points System.

### 3. Reimbursable Research Expenses

The following specific expenses are covered by the DRF account and are entitled to be reimbursed:

- (1) Conference travel and fees;
- (2) Workshop travel & travel to work with coauthors;
- (3) Books, including textbooks;
- (4) Journal subscriptions;
- (5) Journal submissions;
- (6) Yearly dues for professional and academic organizations;
- (7) Computer equipment with research purposes;
- (8) TA and RA support on an hourly basis (only for TAs and RAs within Rutgers);
- (9) Data for research; and
- (10) Software for research.

### 4. Faculty Decanal Development Fund (DDF)

The Dean's Office will grant to each full-time NTT or TT faculty member who does not meet the "research-active" criteria, a flat amount of \$1K/year for a DDF account, renewable upon the Department Chair's recommendation. These accounts will be financed solely from the Dean's Discretionary Fund and will be managed by the Dean's Office. The purpose of the DDF account is to provide support to full-time faculty in fulfilling the AACSB- mandated requirements for continuing professional or academic qualification (see the RBS Faculty Qualification Standards attached as Appendix). The account is also designed to provide an incentive for NTT faculty members to engage in academic and service-related activities beyond classroom teaching.

NOTE: Some faculty members are classified as "OTHER" (i.e., do not meet any of the AACSB faculty qualification criteria - SA, PA, SP, or IP). Faculty members who fall into this classification are not eligible for any type of decanal support for that particular year until their status changes.

### 5. Two-Year Rollover Provision

- a. At the end of each year, any unspent balance attributable to that year's DRF or DDF allocation will roll over for up to two years. Thus, the maximum amount that can be rolled over is \$6,000 (for DRF) or \$2,000 (for DDF).
- b. Faculty who do not qualify for renewal of the DRF or DDF allocation for any given year will retain the unused balance in the account until the 2-year rollover provision expires.
- c. Faculty members with unused balances carried over from previous years bear the sole responsibility for the risk that DRF or DDF allocations may be sequestered due to exigent financial circumstances of either the University or RBS.. In the event of sequestration, the First-In-First-Out (FIFO) principle will be applied, with the oldest outstanding balances being subject to forfeiture.

d. **Terminal Year Appointments**

Faculty members on terminal year appointments are not eligible for a current year allocation of decanal research funds. However, the 2-year rollover provision applies to them as well.

6. Decanal Account Monitoring Process

The Dean's Office will monitor all decanal accounts and will review the reimbursement record of each account prior to the academic year's end. The results of the review will be shared with the respective Department Chair (if warranted). At the beginning of each academic year, new decanal accounts will be created as needed for faculty members whose updated publication records (or other activities) warrant re-consideration.

7. Department Chair's Discretion to Supplement

(a) Should the DRF and DDF funds prove insufficient to accommodate the needs of an individual faculty member, the respective Department Chair has the discretion to allocate up to \$2K/year per faculty member from the department's operating or discretionary funds to supplement the decanal account(s). The limit may be exceeded for individual faculty members based on exceptional needs or circumstances.

(b) Independent from the decanal accounts, each Department Chair may also allocate funds, at his/her discretion, from the departmental budget to reward individual faculty for their exceptional contributions toward the strategic priorities of the department, RBS, RU-N and RU-NB. In the exercise of the Department Chair's discretion, any procedure in effect within the department, as determined by individual departmental bylaws (if any), shall prevail.

## APPENDIX

### FACULTY QUALIFICATION AND CURRENCY STANDARDS

#### AACSB Standard 15

(Revisions Approved by RBS Faculty – December 15, 2016)

#### GENERAL OVERVIEW:

The AACSB Standards for Faculty Classification classify faculty into five categories:

- (a) Scholarly Academic (SA)
- (b) Scholarly Practitioner (SP)
- (c) Practice Academic (PA), and
- (d) Instructional Practitioner (IP)
- (e) **Other** – not meeting any of the above four categories.

Faculty classification under these standards requires that two conditions be met: (1) Initial Academic Preparation, and (2) Sustained Academic or Professional Engagement. To facilitate the classification process, faculty members must earn 10 points under Requirement 1, and a minimum of 10 points under Requirement 2 to qualify under that classification. Faculty members with doctorates in the area of instruction, business-related fields, or allied disciplines who meet the criteria for Scholarly Academic (SA) will be counted in that category. Faculty members without doctorates who meet the criteria for Scholarly Practitioner (SP) will be classified under that category. Those failing to meet the SA or SP categories will be classified under PA or IP respectively if the minimum 10 points required under Sustained Academic Professional Engagement standards are met. Otherwise, they will be classified under “Other”.

#### **(1) Initial Academic Preparation (10 points)**

SA & PA:

- (i) Doctorate degree in area of instruction, business discipline, or allied discipline.
- (ii) Doctorate degree in other areas, but graduate certificate/diploma/degree in business Field, post-doctorate significant experience in business or area of instruction.
- (iii) Doctoral students at “All But Dissertation” (ABD) stage (within 3 years of status).
- (iv) Master’s degree in area of instruction plus recognized professional certification, and significant high level experience in business or area of instruction.

- (v) A faculty member with a graduate degree in law may be considered SA or PA for teaching courses in Business Law and Legal Environment of Business.
- (vi) A faculty member with a graduate degree in taxation or an appropriate combination of graduate degree in law and accounting may be considered SA or PA for teaching courses in Taxation

SP & IP:

- (i) Master's degree in area of instruction, other business discipline, or allied discipline.
- (ii) Bachelor's degree in area of instruction, business discipline, or allied discipline plus recognized professional certification in area of instruction or in allied business area, and high level business/professional experience.

## **(2) Sustained Academic or Professional Engagement (minimum 10 points)**

Qualified faculty members must earn at least 10 points in one of the four AACSB categories over a 5 year period.

**Scholarly Academic (SA)**: 10 points required with the following stipulations and exceptions:

- A faculty member must have at least two articles published in peer-reviewed journals (PRJ) over 5 years in order to be considered Scholarly Academic;
- At least 7 points must come from peer-reviewed journals, books, or book chapters;
- A faculty member is considered Scholarly Academic for 5 years immediately after completing a Ph.D. in the area of teaching (no other requirements need to be met for those 5 years);
- A faculty member is considered Scholarly Academic for 3 years immediately after becoming an ABD in the area of teaching (no other requirements need to be met for those 3 years);
- A faculty member completing the AACSB Post-doctoral Bridge Program may be considered qualified as Scholarly Academic for 5 years following completion of the program (no other requirements must be met for those 5 years).

**Scholarly Practitioner (SP)**: 10 points required with the following stipulations and exceptions:

- A faculty member must have at least 7 points from the following list over 5 years;
  - Peer reviewed journal articles, conference proceedings, books or book chapters publication
  - Conference presentations, keynote address, invited presentations (academic, professional or pedagogical)

- Editorships with academic, professional or other business/management publications
- Service on editorial boards or committees
- Leadership positions in recognized academic societies, research awards, or academic fellow status
- Development and presentation of continuing professional education activities or executive education programs
- Substantive roles and participation in academic associations
- Publications can be in a combination of academic, practitioner, or pedagogical outlets.

**Practice Academic (PA):** 10 points required with the following stipulations and exceptions:

- No other requirements needed other than a minimum of 10 points for activities for which points are awarded.

**Instructional Practitioner (IP):** 10 points required with the following stipulations and exceptions:

- A faculty member leaving a full-time work position in the area in which he or she teaches is considered Instructional Practitioner for 5 years;
- Successful completion of the AACSB Bridge Program earns qualification as Instructional Practitioner for 5 years following completion of the program for those with at least 7 years of prior business experience;
- Except for those who successfully complete the AACSB Bridge Program, no more than 7 points can come from attending a Masters level face-to-face or online course in the area of teaching; at least 3 points must come from professional engagement;
- A faculty member without a Masters-level degree may be considered Instructional Practitioner if he or she maintains a professional certificate (e.g., CPA, CFA, etc. ) in the field of instruction and has had additional high-level professional experience;
- A faculty member without a Masters-level degree may be considered Instructional Practitioner if he or she has achieved exceptional professional reputation and/or accomplishments in the business field, and currently continues to play senior advisory and/or consulting roles in business or related fields.

**CRITICAL RATIOS FOR AACSB PURPOSES**

Proportion of Faculty Classified as

SA.....minimum of 40%

SA+SP+PA.....minimum of 60%

SA+SP+PA+IP.....minimum of 90%