Purpose

Faculty in AACSB member schools are required to be experts in their fields of teaching, knowledgeable about the educational process and student learning, and current in their teaching field, usually achieved through professional experience, ongoing development, or scholarship. The criteria used to make teaching assignments must be consistent with AACSB requirements, clearly stated, understood by those who determine teaching assignments, and defensible to external stakeholders, including students, parents, employers, and alumni.

The purpose of this policy, therefore, is to assist BVGSB division chairs and program directors in determining whether an individual is qualified to teach a particular course.

Policy

The criteria below should be used to determine whether a regular or adjunct faculty member is qualified to teach a course in the BVGSB.

To be qualified to teach a particular course, a faculty member must have (1) a degree that supports the field of teaching, and/or (2) professional experience directly linked to the teaching field, and (3) documented expertise and ongoing professional development activities that sustain currency and relevance in the field of teaching. All regular and adjunct faculty members must be current in their fields.

These criteria are explained in more detail below.

1. A degree that supports the field of teaching is usually a master’s degree or higher in a field related to the area of the teaching assignment.
   a. The degree must have been granted by an accredited, reputable institution.
   b. An MBA, by itself, does not automatically qualify an individual to teach any subject area in business; significant graduate-level coursework in the teaching area is required. An MBA graduate who lacks significant concentration in a specific area is expected to have more extensive professional experience in that area.
   c. In rare cases, an adjunct faculty member may lack a master’s degree but only if he or she has significant professional expertise or experience that substitutes for the master’s degree.
   d. If an individual’s initial academic preparation is not obviously and clearly linked to the area of teaching, additional and sustained academic or professional preparation is required.
2. **Professional experience directly linked to the field of teaching** must be current at the time of hiring and significant in duration and level of responsibility.

   a. Again, professional experience may substitute for a degree in the field of teaching and graduate-level coursework in the field, but only if the professional experience is extensive and at a sufficiently high level of responsibility.

3. **Documented expertise and ongoing development activities in the teaching field** are required to sustain currency and relevance. All faculty members must be current in the field of their teaching assignments. Indicators of currency include:

   a. Significant, recent professional experience directly linked to the teaching field (e.g., professional employment in an area directly related to the field, consulting in the field, significant projects or accomplishments in the field, etc.).

   b. Additional post-degree academic preparation directly linked to the teaching field (e.g., graduate-level classes, certifications from accredited institutions, licenses from recognized and reputable professional organizations, etc.).

   c. Professional development directly linked to the teaching field (e.g., participation in seminars or workshops in the field, professional certifications or licenses in the field, leadership or participation in developmental activities sponsored by professional associations in the field, scholarship or publishing on topics linked to the teaching field, etc.).

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**Approved by:**

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Preston Chiaro, Interim Dean