Memorandum

Date: April 29th, 2020

To: Dr. George Low
Dean, College of Business and Economics (CBE)

Dr. Joanna Lee
Associate Dean, CBE

From: The CBE Faculty Affairs Committee (FAC)

Members: Ekin Alakent, Kai Ding, Robert Loveland, Lan Wu (chair), and Jung You

Subject: FAC recommendation regarding the SA/PA criteria document

After reviewing the document, “criteria-sa-pa-ip-sp-06022017.(Rev2)” (hereafter referred to as “THE CRITERIA DOCUMENT”), shared with the CBE FAC by Associate Dean Joanna Lee on Apr 24th, 2020, the CBE FAC unanimously recommends that THE CRITERIA DOCUMENT, in its current form, be put for a college-wide vote by regular members of the college faculty.

The FAC also recommends the following:

1) Per “CBE BYLAWS ARTICLE V SECTION 1A”, a notice of the vote shall be prepared and distributed by the Office of the Dean, no less than one week in advance of the close of official balloting.

2) In the notice of the vote, in addition to THE CRITERIA DOCUMENT, the Office of the Dean shall inform faculty about two main changes introduced by THE CRITERIA DOCUMENT: a) Administrative Council will resume the responsibility of reviewing evidence and deciding whether an article will qualify as an additional quality journal (AQJ) article; b) By Jan 31st each calendar year, faculty will update their activities in Digital Measures and complete the Annual AACSB Qualification Status Report Form.

3) In the notice of the vote, the Office of the Dean shall also inform faculty that new articles published in journals already included in Digital Measures’ journal list, are not subject to AQJ reviews, as shared by Associate Dean Lee in the FAC meeting convened on Apr 24th, 2020.