



## APPLICATION FORM AAGBS PARTICIPATING FACULTY MEMBER



Please read the following requirements before applying.

Participating Faculty Member of AAGBS is expected to fulfil the following criteria in three areas:

### 1. Teaching and Supervision

- a. To teach at least one AAGBS class and to supervise at least one AAGBS student project per year.
- b. To participate in at least four staff or assessment meetings (Example: Exam result meeting, validation meeting, OBE-CDL meeting, staff meeting, *Jawatankuasa Semakan Kertas Projek* (JSF) etc).

### 2. Research and Publication

- a. Publish at least two journal articles in five years.
- b. Attend at least one conference in two years.

### 3. Contribution to AAGBS

- a. **AAGBS Activity** – Must participate in at least two AAGBS activities a year. These activities include Convocation, Graduation Night, Interview of New Students, Student Induction Course, CEO Talks, Academic Trips, Seminar etc.
- b. **AAGBS Students Development Activity** – Must evaluate at least two AAGBS students research projects per year such as colloquium, DRP, Mock Viva, Report Format Committee etc.

Furthermore, all Participating Faculty member who is classified as Scholarly Academic according to AACSB standards must satisfy both the initial academic preparation criteria and the sustained engagement criteria over the previous five years.

#### 1. Initial Academic Preparation Academic Achievement

Faculty members holding a research-based doctorate in their primary teaching field.

#### 2. Sustained Engagement Activities

##### a. Research Proficiency

- i. Scholastic Academics must publish a minimum of two (2) peer-reviewed research articles in widely recognized academic journals relevant to business.

##### b. Academic Engagement Proficiency

Over the previous five years, Scholastic Academics must maintain active academic engagement as evidenced by the production of a minimum of two (2) intellectual contributions such as:

- i. Peer-reviewed or conference presentation\*
- ii. Publication of a conference proceeding paper\*
- iii. Publication of an original article in an edited volume published by an academic press
- iv. Publication or revision of a textbook
- v. Publication of a business case study by an academic press
- vi. Service as an editor, associate editor or editorial board member of an established academic journal
- vii. Publication of a book review in an academic or practitioners' journal
- viii. Receipt of a research grant

- ix. Receipt or renewal of a professional certification that enhances the classroom and research
- x. Service as a major officer for an academic association or scholarly organization
- xi. A member of a professional body or association

**\*The same research paper cannot be counted in more than one category.**

Please tick the following:

- I have read the above requirements and agreed to all the terms stipulated to be AAGBS participating faculty member.
- I have attached my current curriculum vitae (CV).  
(Please use CV format below and submit your CV in hardcopy and softcopy.)

I hereby apply to be an AAGBS participating faculty member and submit my CV for AAGBS consideration.

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date

Name: \_\_\_\_\_  
 Designation: \_\_\_\_\_  
 Branch/Organisation/Company: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Format of CV**

1. Name, Home Address and Contact Details
2. Current Designation
3. Current Workplace (branch/department/faculty)
4. Academic Qualifications and year obtained
5. Employment Experience
6. Areas of Expertise & Research
7. Courses taught for the last five years
8. Preferred courses to teach in AAGBS
9. List of Publication for the last five years
10. List of Conferences attended in the last five years
11. List of Academic Contribution/Appointment for the last five years (Committee, examiners etc)
12. Professional Affiliation (members of professional body or organisation)
13. Supervision Experience (list all the supervisions in the last five years)
14. Others including Research Grants, Consultancy, Awards, Journal Editor/Reviewer, etc