

**Virginia Tech Pamplin College of Business  
Annual Faculty Evaluation**

**Year**

**Position:** *imported from Banner*

**Email:** *imported from Banner*

**Department:** *imported from Banner*

**Hire date:** *imported from Banner*

**Publications (last five years)**

Be sure to add all appropriate labels to your publications:

1. All refereed publications fit in only one of the Elite, SA or (not elite or SA; other) category. Some refereed publications are Elite, all Elite Publications are also SA, some refereed publications are neither elite or SA. Use the labels "Pub Elite" or "Pub SA".
2. All publications fit into one and only one of the categories "Basic or Discovery", "Integration/Application", or Teaching Learning". Use the labels "Pub Basic or Discover", "Pub Integration Application", or "Pub Teaching Learning".
3. Some publications may fall in one or more pillar categories. Faculty should add labels for all that apply, using the labels "Pillar Analytics", "Pillar Entrepreneurship", and "Pillar Sustainable Global Prosperity".
4. Publications should also be identified as AACSB Table 1 Scholarly Contribution, AACSB Table 2 Business Practice, or AACSB Table 3 Intellectual Contribution.

1. Elite journal publications

- a. *Enter under Publications > Refereed Journal Article, select Subtypes=article, select Status=accepted, enter Date accepted, complete all fields indicated by \*, save, select View your publication details, select Labels, click + by Pamplin College of Business, enter Pub, select Pub elite, click + to add label*

2. Scholarly Academic (SA) publications

- a. *Enter under Publications > Refereed Journal Article, select Subtypes=article, select Status=accepted, enter Date accepted, complete all fields indicated by \*, save, select View your publication details, select Labels, click + by Pamplin College of Business, enter Pub, select Pub SA, click + to add label*

3. Other Refereed Journal publications

- a. *Enter under Publications > Refereed Journal Article, select Subtypes=article, select Status=accepted, enter Date accepted, complete all fields indicated by \*, save*

4. Books

- a. *Enter under Publications > Book, indicate Status= accepted, enter acceptance date*

5. Book chapters

- a. *Enter under Publications > Book chapter or section, indicate Subtypes=chapter, indicate Status= accepted, enter acceptance date*

6. Other Scholarly Publications

- a. Conference Proceedings

*Ender under Publications > Conference paper or presentation, indicate Type of presentation or publication= Publication|Paper, indicate Status= published, enter publication or presentation date*

b. "others"

*Ender under Publications as a Journal article, Report, or Other*

### Research Citations

7. Total citations from Web of Science Core Collection: this information is imported automatically from Web of Science

### Conference Participation (Current year)

8. Academic Conference Presentations

a. *Ender under Publications > Conference paper or presentation, select Type of presentation or publication=Publication|abstract, or Presentation|any option as appropriate, enter publication or presentation date*

b. *Or enter under Publications>Poster as appropriate*

9. Conference Program Appearance

a. *Ender under Publications>Conference paper or presentation, select Type of presentation=other|discussant, or other|session chair/organizer*

b. *Or enter under Professional activities>Event administration, be sure to enter a date*

### AACSB Status Determination

10. List of activities from AACSB Table 1

a. *You must add one of the **AACSB labels** to each of your activities as appropriate so that this section can be generated automatically based on the label **AACSB Table 1 Scholar contribution**.*

11. List of activities from AACSB Table 2

a. *You must add one of the **AACSB labels** to each of your activities as appropriate so that this section can be generated automatically based on the label = **AACSB Table 2 Business practice***

12. List of activities from AACSB Table 3

a. *You must add one of the **AACSB labels** to each of your activities as appropriate so that this section can be generated automatically based on the label = **AACSB Table 3 Intellectual contribution***

### AACSB Summary Table

This table will be generated automatically based on the AACSB labels you entered.

# of activities	Year 1	Year 2	Year 3	Year 4	Year 5	Total

AACSB Table 1						
AACSB Table 2						
AACSB Table 3						

**Preliminary AACSB status determination:** This will be generated automatically based on the AACSB labels you entered

**Teaching**

Virginia Tech Courses Taught (past 3 years)

*[Virginia Tech Courses Taught will be imported from Banner. Enter information about other teaching, including guest lectures and professional development courses taught, courses developed, and student advising, into the Teaching module in Elements.]*

Other teaching

Courses developed

Programs/curricula developed

Student/post-doc supervision

Graduate examinations

Student advising

**Funding**

External funding

*Awarded contracts and grants managed by Virginia Tech’s Office of Sponsored Programs will be imported into Elements automatically. This information is updated monthly.*

Internal funding

*Enter information about any internal grants or other funding not managed by OSP under Funding>Internal Funding*

Proposals

*Enter information about proposals pending or declined under Funding>Proposals*

**Professional activities**

*Enter in the Professional Activities section using the appropriate activity type. Be sure to enter a date for each activity.*

**Record of Impact**

