



THE UNIVERSITY OF SYDNEY

POLICY DOCUMENT

PROMOTION OF ACADEMIC STAFF TO LEVELS B, C AND D

For the definitions of terms used in this policy document refer to the Delegations of Authority. As appropriate for the local nomenclature and reporting lines, when this document refers to Department read also School or Unit; to Faculty read also Graduate School of Business, Orange Agricultural College, Sydney College of the Arts, Sydney Conservatorium of Music or Administrative Unit; to Head read Head of Department / School / Unit; and to Dean read also Director or College Principal. This policy is an attachment to and should be read in conjunction with the Policy Document - Support and Progression of Academic Staff.

Overview

This policy document defines the policies and procedures for the promotion of academic staff to levels B, C and D and describes how this policy integrates with the other policies of academic support and progression.

Governing Principles

- The University is committed to recognising and rewarding sustained excellence in its staff by providing opportunities for promotion.
- The University is committed to the principles of equity, equal opportunity, privacy and confidentiality.
- The University recognises in its promotion policies and criteria for promotion that it is a very diverse institution and that its well-being and reputation both nationally and internationally depends on a wide and varied range of contributions.

Policy

Applications for promotion are called for annually. The effective date of the promotion is in all cases 1 January of the following year.

All tenured, tenurable and fixed term staff whose contract extends one semester beyond the effective date of promotion are eligible to apply for promotion.

Unsuccessful applicants may not reapply in the year following their unsuccessful application unless there are exceptional circumstances and approval is given by the Deputy Vice-Chancellor (Academic and Staffing).

To be promoted, a member of staff must demonstrate sustained achievement at the current level of appointment and the capacity to perform at the level to which they are seeking promotion. It is unlikely, other than in exceptional circumstances, that a member of staff will be able to show evidence of sustained performance at the current level in less than two years.

The basis for the assessment of performance is the Position Classification Standards and the University's Criteria for Progression.

Assessment of applications for promotion is made by a committee of peers through a process designed to enable fair and consistent application of standards. The two committees assessing applications are the Faculty Promotion Committee (FPC) and the Central Promotion Committee (CPC).

Applicants for promotion should not participate in the promotion process as committee members or referees at the level of promotion for which they are an applicant.

Coverage

This policy covers the promotion of staff to Academic Levels B, C and D (including Lecturer, Senior Lecturer, Associate Professor, Reader)
(Refer to Position Classification Standards for Academic Staff)

Fractional appointees are expected to carry out the same duties as a full time member of staff at the same level, on a pro rata basis. Applications for promotion from fractional appointees will be assessed against the same criteria in terms of opportunities available.

Proposed date of review: 31 December 1999.

There are separate documents covering promotion to Level E and promotions for Research Only staff.