

## BACKGROUND/CONTEXT

<b>Background</b>	The main focus of this policy is to consolidate, streamline and improve upon the University's policies and procedures which relate to academic promotion at levels A, B, C & D.
<b>Context</b>	This policy has been developed as part of an overall approach to revising and consolidating academic staff support and progression policies and procedures and creating a comprehensive and integrated support and review process.
<b>References</b>	<p><b>Policies, procedures etc which will be superseded by this document and its attachments</b></p> <ul style="list-style-type: none"> <li>• Academic Promotions 1997 - Associate Professor / Senior Lecturer / Lecturer - Amendments to document of 1/97</li> <li>• Applicant information for promotion to Lecturer, Senior Lecturer, Associate Professor or Reader (1/97)</li> <li>• Guidelines for applicants - AB 21.8.89 Endorsed AB 19.10.92 (1/97)</li> <li>• Promotion Committee Procedures and Guidelines 12/96</li> <li>• Teaching Activities Form (1/97)</li> </ul> <p><b>The following documents are incorporated / superseded by the 1997 documents above</b></p> <ul style="list-style-type: none"> <li>• Academic promotion information sheet (2/91, 1/92, 3/92, 1993, 1995)</li> <li>• Academic promotions - Associate Professor &amp; Reader - Guidelines for members of the promotions committee (MS 18.4.91)</li> <li>• Academic promotions - Faculty Promotion Assessment Committees - Procedures and guidelines (MS 12.2.91, 1/92, 17.1.92, 1/94, 11/94)</li> <li>• Academic promotions - Information for prospective applicants (1992, 1993, 1994, 1995)</li> <li>• Academic promotions - New procedures (MS 19.2.91, 1.12.91, May 1992, 1993)</li> <li>• Academic promotions - Responsibilities of applicants in relation to their applications (13.4.92, 93)</li> <li>• Academic promotions - Senior Lecturer - Guidelines for members of the promotions committee (MS 18.4.91)</li> <li>• Appointments and promotions - Criteria for appointment/promotion to academic positions and Information for applicants (MS 23.5.91)</li> <li>• Associate Professorships             <ul style="list-style-type: none"> <li>• Constitution and procedure of promotion committees (AB 18.4.83/18.5.87/20.3.89)</li> <li>• Voting procedures (AB 16.4.84/15.4.85/17.5.82/19.9.77)</li> <li>• Unsuccessful applications (AB 19.9.77/17.5.82)</li> </ul> </li> <li>• Conditions relating to the promotion of Lecturers to Senior Lecturer (AB 19.2.79/18.2.80/17.5.82/21.3.83)</li> <li>• Criteria for appointment/promotion to academic positions (Reviewed following the Award Restructuring for Academic Staff and adopted by the Academic Board on 19.10.1992)</li> <li>• Further information regarding applications for promotion to Senior Lecturer, Associate Professor or Reader (2.12.91, May 1992, 1993)</li> <li>• Information for applicants - AB 21.8.89 Endorsed AB 19.10.92 (22.2.91, May 1992, January 1994, November 94, November 95)</li> <li>• Information for candidates and for promotion committees- Guidelines for promotion committees on the evaluation of teaching</li> <li>• Information for Heads of Departments, Professors and candidates for promotion to Senior Lecturer (AB 19.2.79/18.2.80/17.5.82)</li> <li>• Information regarding applications for promotion to Lecturer, Senior Lecturer, Associate Professor or Reader (4.1.94, 95)</li> <li>• Information regarding applications for promotion to Associate Professor or Reader (AB 16.12.74/16.3.81/17.5.82)             <ul style="list-style-type: none"> <li>• Criteria for promotion and determination of duties (PB 20.3.72/AB 16.3.81/17.5.82/18.4.83)</li> <li>• Application procedure (AB 16.12.74/16.3.81/17.5.82)</li> </ul> </li> <li>• New procedures for the consideration of applications for promotion (Approved AB 21.5.90, revised by Standing Committee 19.6.90, 1.4.92, 20.7.92)</li> <li>• Promotion to Associate Professor and Reader - Budgetary and policy considerations (PB 21.5.73/25.6.73/AB 19.9.77)</li> <li>• Promotions - Teaching Load Form</li> <li>• Readerships (AB 18.10.82/18.4.83/20.389)             <ul style="list-style-type: none"> <li>• Constitution and procedure of promotion committees (including voting procedures)</li> <li>• Unsuccessful applications (AB 19.9.77/17.5.82)</li> </ul> </li> </ul>

**Relevant industrial awards/agreements**

- Academic Award Restructuring Pursuant to the Structural Efficiency Principle of the August 1989 National Wage Case Decision - Final Phase
  - Attachment B, Position Classification Standards
  - Attachment C, Position Classification Standards for Research Only Positions
- Universities and Post Compulsory Academic Conditions Award 1995

**Other related policies/references**

- Equal Employment Opportunity/Affirmative Action Management Plan
- Equal Opportunity and Affirmative Action Policy Statement (7.2.94)
- Delegations of authority: Part 1 Administrative functions (Senate 6.5.1996)
- Policy document on academic promotions appeals (AB 19.6.97)
- Policy document on the appointment of all categories of academic staff (AB 29.10.96)
  - Attachment 1: Policy document on the advertisement of academic staff positions
  - Attachment 2: Policy document on selection committees for academic staff positions
  - Attachment 3: Policy document on academic appointments: Related issues
- Policy on disposal of confidential referees' reports on applicants for appointment and promotion (SM 3.2.95)
- Statement of conditions of employment for academic staff (August 1994) (currently being reviewed)
- The Evaluation of Teaching - A discussion paper prepared for Academic Board by the Centre for Teaching and Learning (May 1992)

<b>Authority/ consultation</b>	This policy has been drafted by the Academic Staffing Committee (Professor R Pesman (Chair), Professor D Anderson, Professor S Armitage, Associate Professor R Arnold, Professor L Burgess, Associate Professor D Davey, Professor L Field, Ms S Jamieson, Dr P Whiting), in collaboration with the Personnel Policy Unit (Ms J Deitch, Ms G Deakin, Mr J Upcroft) and taking into consideration comments made by Associate Professor R Atherton, Ms H Beamish, Professor T Carney, Professor J Carter, Ms D Chinnery, Professor J Chudleigh, Professor D Cockayne, Associate Professor E Cornell, Mr J Dixon, Dr A English, Dr J George, Mrs J Hector, Professor R G Hewitt, Associate Professor E Hunt, Ms C Johnson, Associate Professor J Lea, Associate Professor J Lublin, Ms P Manly, Associate Professor A Masters, Dr P McCallum, Mr R Patman, Mr H Seers, Professor A Sefton, Associate Professor R Waterhouse, Professor D Weisbrot, Dr S West, Ms K Whelan, Dr P Whiting, Professor J A Young and the Sub-Committee of the Academic Staffing Committee, on Professional Service (Professor L Burgess (Chair), Associate Professor R Arnold, Professor J Carter, Associate Professor D Davey, Dr J George, Dr P McCallum, Ms S West).
<b>Ownership</b>	Academic Board
<b>Responsible Officers</b>	<ul style="list-style-type: none"> <li>• Deputy Vice-Chancellor (Academic and Staffing)</li> <li>• Chair of Academic Board</li> </ul>
<b>Dates</b>	<p><b>Approval</b></p> <p><u>By</u> ..... Vice-Chancellor</p> <p><u>Date</u> .....</p> <p><b>Date of effect:</b></p> <p><b>Proposed date of review:</b> 31 December 1999</p>