

# FACULTY OF DENTISTRY – HONORARY TITLES PROVISIONS 2018

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## 1 Statement of intent

- (1) These provisions clarify the criteria for the appointment and re-appointment of honorary title holders, and the Faculty's expectations of them.
- (2) These provisions apply in addition to the [Honorary Titles Policy 2013](#) and the [Honorary Titles Procedures 2013](#).

## 2 Award of titles

- (1) The Faculty's requirements for conferring clinical titles and research titles at each of the academic levels are listed in Schedule 1.
- (2) Applications must be made on the [Honorary Titles Nomination and Appointment form](#).
  - (a) To facilitate the assessment of contributions the Head of Department should complete the checklist to record performance (see Schedule 2).
  - (b) This completed checklist should accompany the nomination form.
- (3) Nominations for emeritus/emerita, conjoint, adjunct, honorary academic, honorary associate and visiting titles are assessed on a case by case basis and must be supported by the relevant Head of Discipline prior to proceeding with an application.

## 2 Contributions of honorary title holders

- (1) Honorary clinical title holders are expected to contribute a minimum of 20 hours per year to the Faculty, including a specified minimum number of hours of face-to-face or on-line teaching (see Schedule 3), or equivalent contributions to the research mission of the Faculty.
- (2) Other contributions include supervision of research students, mentoring or service directly relating to Faculty activities (see Schedule 4).
- (3) Honorary title holders are answerable to the relevant Head of Discipline in determining in what form such contributions will be made, and at all times will be subject to the directions of the relevant Head of Discipline.
- (4) In addition, honorary title holders are expected to indirectly contribute to the Faculty of Dentistry's activities and goals through their roles in government, hospital and other organisations.

## NOTES

Faculty of Dentistry – Honorary Titles Provisions 2017

Date adopted: 28 February 2018

Date registered: 3 April 2018

Date commenced: 14 March 2018

Approved by: Prof Heiko Spallek, Acting Dean

Signature:

Review date: 28 Feb 2023

Rescinded documents:

Related documents: [University of Sydney \(Delegations of Authority – Administrative Functions\) Rule 2017](#)

[Honorary Titles Policy 2013](#)

[Affiliates Policy](#)

[Honorary Titles Procedures 2013](#)

[Code of Conduct - Staff and Affiliates](#)

## AMENDMENT HISTORY

**Provision**    **Amendment**

**Commencing**

**Schedule 1: Requirements for the award of Clinical Titles and Research Titles**

		DOMAIN			
	Qualifications	Teaching	Research	Administration/Service	Clinical Leadership
Clinical					
Level A (Associate Lecturer)	Qualification in entry-level oral health professional (DMD, BOH, DH, DT, BDent, BDS or equivalent) or a health-related field.	Currently participating significantly in teaching of the Doctor of Dental Medicine, Doctor of Clinical Dentistry or Bachelor of Oral Health programs, e.g. lectures, case based learning sessions, clinical sessions or tutorials.	None	Any involvement that demonstrates a meaningful contribution.	Any involvement that demonstrates a meaningful contribution.
Level B (Lecturer)	An oral health professional qualification registerable in NSW or a higher degree or equivalent experience.	As above with involvement in assessment of students.	Publications: record of publication to a professional or public audience.	Involvement in University, Faculty, Hospital (or similar) committee(s) that facilitate the activities and goals of the Faculty.	Involvement in Faculty, Hospital (or similar) that facilitate the activities and goals of the Faculty.

<p>Level C (Senior Lecturer)</p>	<p>An oral health professional qualification registerable in NSW or higher degree or equivalent experience; a higher degree by research is desirable.</p>	<p>As level B plus a contribution to teaching content and/or coordination in discipline or Faculty.</p>	<p>Publications: record of publication in a peer-reviewed journal in the field. Minimum of 3 papers in the last 5 years.</p> <p>Desirable: Held non-category 1 or 2 grants (e.g. travel grants, grants-in-aid, etc.) and/or eligible for registration as a Research supervisor.</p>	<p>A record of sustained service to Hospital, University, NGO or community organisation(s) that facilitates the activities and goals of the Faculty.</p>	<p>Leadership of quality assessment program, audit or risk management program.</p>
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For clinical titles prior contributions in at least two domains are required, one of which must be teaching or research. Where a contribution in both these domains is demonstrated a title (Research and Teaching) will be recommended.



<p>Level D (Associate Professor)</p>	<p>An oral health professional qualification registerable in NSW or higher degree or equivalent experience; and research experience with a higher degree by research.</p>	<p>As level C plus leadership in course design, curriculum development, assessment or high level of development of educational methods.</p>	<p>Publications: evidence of original and/or innovative contributions of significant research recognised at the national level with sustained record of presentations at international meetings or publications in mid-tier international journals in the field. Minimum of 6 publications or equivalent presentations at international meetings in the last 5 years.</p> <p>Desirable:</p> <p>Supervision: Current or previous Higher Degree Research student supervision as primary or auxiliary supervisor</p> <p>Grants: Current/past Associate Investigator on 2 or more grants.</p>	<p>Leadership role in Hospital, University, NGO or community organisation(s) that facilitate the activities and goals of the Faculty.</p>	<p>Strategic senior involvement in committees or other activities that promote discipline and/or Faculty interests.</p>
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<p>Level E (Professor)</p>		<p>As level D plus leadership in course design, curriculum development, assessment or evidence of major educational development.</p>	<p>Publications: evidence of original and/or innovative contributions of significant research recognised at the international level. Evidence of publication in top-tier journals and sustained record of presentations at international meetings or publications in peer-reviewed international journals in the field. Minimum of 12 publications or equivalent presentations at international meetings in the last 5 years.</p> <p>Desirable:</p> <p>Supervision: Primary supervisor of completed Higher Degree Research student(s).</p> <p>Grants: Current and/or completed nationally competitive grants as principal investigator.</p>	<p>Leadership of a University or Hospital committee that contributes to and benefits the strategic goals of the Discipline, or University.</p>	<p>Strategic senior leadership of committees or other activities that promote Discipline and/or Faculty interests.</p> <p>Policy development bridging disciplines, the Faculty and Local Health District.</p>
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		DOMAIN		
	Qualifications	Teaching	Research	Administration/Service
Research				
Postdoctoral Fellow (Level A)	PhD or equivalent	None required.	Record of 2 publications in a peer-reviewed international journal in the past 5 years.	None required.
Research Fellow (Level B)		Small group teaching of research or other students.	Record of 4 publications in peer-reviewed international journals in the past 5 years.  Supervision: Experience as supervisor or advisor of Honours or undergraduate research project student.  Grants: Held non-category 1 or 2 grants (e.g. travel grants, grants-in-aid etc.).	Participation in institute/local administrative activities.
Senior Research Fellow (Level C)		Coordination of training opportunities and/or student support at institute/local level, or participation in formal teaching of undergraduate, postgraduate research or, postgraduate coursework students.	Record of minimum 8 publications in peer-reviewed mid-tier international journals in the past 5 years.  Supervision: Eligible for registration as postgraduate research supervisor. Current or	Involvement in Discipline, Faculty or University research-related administration (e.g. peer review programs).  Mentoring of junior researchers within group.

			<p>previously auxiliary supervisor.</p> <p>Grants: Current and/or completed investigator on Category 1 or 2 grants.</p>	
Principal Research Fellow (Level D)		<p>Participation in research student education or governance, or</p> <p>participation in formal teaching of undergraduate, postgraduate research, or postgraduate coursework students.</p>	<p>Record of minimum 15 publications in top-tier peer-reviewed international journals in the past 5 years.</p> <p>Supervision: Current or previous HDR student supervision as primary or auxiliary supervisor.</p> <p>Grants: Current and/or completed Category 1 or 2 grants as leading chief investigator.</p>	<p>Involvement in research governance activities (e.g. human or animal ethics committee) Mentoring of early career researchers outside of own group.</p>
Senior Principal Research Fellow (Level E)		<p>Leadership role in research student education or governance.</p> <p>Contribution to educational program(s) in Faculty.</p>	<p>Record of minimum 25 publications in peer-reviewed international journals in the past 5 years with publications in top-tier journals in the field.</p> <p>Supervision: Primary supervisor of completed HDR student(s).</p> <p>Grants: Established track record of success as leading chief investigator on Category 1 or 2 grants.</p>	<p>Leadership role in research governance, strategic planning or related activities.</p> <p>Mentoring of early and mid-career researchers outside of own group.</p>



## Schedule 2: Honorary Titles Checklist

Name	
Position Title	
Current Employer	
Title sought	
New/Renewal (3 year/12 month term)	
Name of Nominator	
Date	

Nominee meets criteria (please tick as appropriate):

### Clinical (Teaching) Titles

#### Clinical Associate Lecturer/Clinical Lecturer

- Is contributing at least 30 hours of teaching per year
- Is participating in co-ordination of teaching in discipline e.g. recruitment of training of clinical tutors
- Is participating in co-ordination of delivery of teaching program e.g. UoS Co-ordinator, conducting assessments, student support

#### Clinical Senior Lecturer, Clinical Associate Professor, Clinical Professor

- Is contributing at least 30 hours of teaching per year, OR
- Facilitates research studies through patient recruitment, access of facilities etc.
- Maintains research output
- Provides advice to researchers in area of expertise
- Holds a leadership role in the hospital or University, that facilitates joint activities or initiatives
- Holds a leadership role in the co-ordination of teaching the discipline
- Participates in quality improvement activities related to teaching
- Mentors junior academics.

### Clinical (Research and Teaching) Titles

#### Associate Lecturer and Lecturer

- Is contributing at least 20 hours of teaching per year
- Evidence of publication or presentation to a professional or public audience
- Participates in research student supervision
- Participates in teaching or research co-ordination/assessment or student support.

#### Senior Lecturer, Associate Professor, Professor

- Is contributing at least 20 hours of teaching per year, OR
- Publishes an average of 1 (level C) to 12 (level E) publications or equivalent presentations in past 5 years

- Participates in research student supervision
- Provides leadership in research governance and/or co-ordination
- Holds a leadership role in the hospital or University, that facilitates joint activities or initiatives
- Holds a leadership role in the co-ordination of teaching the discipline and /or delivery of the teaching program and/or HDR annual progress reviews
- Participates in quality improvement activities related to teaching
- Mentors junior academics.

## **Clinical Research**

### Postdoctoral Fellow, Research Fellow

- Is contributing to teaching by delivering lectures or small group learning classes
- Publishes an average of 2-4 papers over past 5 years
- Participates in research related activities of the hospital or University.

### Senior Research Fellow, Principal Research Fellow, Senior Principal Research Fellow

- Is contributing the teaching by delivering lectures or small group learning classes
- Publishes an average of 8-25 papers over past 5 years
- Is a primary supervisor of HDR students
- Provides leadership in research governance and/or co-ordination
- Holds a leadership role in research related activities of the hospital or University
- Mentors junior academics.

## **Research**

### Postdoctoral Fellow, Research Fellow

- Publishes an average of 2 (level A) and 4 (level B) papers in past 5 years
- Participates in research student supervision
- Participates in research related activities of the hospital or University.

### Senior Research Fellow, Principal Research Fellow, Senior Principal Research Fellow

- Is contributing to teaching by delivering lectures or small group learning classes
- Publishes an average of 8 (level C), 15 (level D) and 25 (level E) papers in past 5 years
- Is a primary supervisor of HDR students
- Provides leadership in research governance and/or co-ordination
- Holds a leadership role in research related activities of the hospital or University
- Mentors junior academics.

## **Documentation requirements**

- [Honorary Titles Nomination and Appointment form](#)
- Letter of recommendation for level D and E appointments
- CV including publication record.

## **Approval**

- Head of Discipline
- Dean

**Schedule 3: Expected contributions of Honorary Title Holders**

	<b>Teaching</b>	<b>Research</b>	<b>Administration/Service</b>
Clinical (Teaching)			
Level A & B (Clinical Associate Lecturer and Clinical Lecturer)	Clinical sessions: 30 hours of face-to-face or on-line teaching per year being any mixture of lectures, case based learning sessions or clinical sessions delivered for the Faculty of Dentistry.	If the opportunity arises.	Participation in University-related activities at parent institution, as nominated by the Dean/HoS Participation in coordination of teaching in discipline (e.g. recruitment or training of clinical tutors) and/or delivery of teaching program (e.g. unit of study coordinator, conduct assessments, student support).
Level C-E (Clinical Senior Lecturer, Clinical Associate Professor, Clinical Professor)	30 hours of face-to-face teaching per year including any mixture of lectures, case based learning sessions or clinical sessions delivered for the Faculty of Dentistry. Other discipline-specific teaching-associated activities as directed by the Dean/HoS. Or, undertakes the range of activities outlined in the Administration/Service column.	Facilitate research studies through patient recruitment, characterisation, access to facilities etc. and/or provide advice to researchers in area of expertise. Maintains research output.	Leadership role(s) in hospital or University, especially those that facilitate joint activities or initiatives, as nominated by the Dean/HoS. Leadership role in the coordination of teaching in discipline (e.g. recruitment, training and/or assessment of clinical tutors) and/or delivery of teaching program (e.g. course coordinator, coordinate assessments, student remediation). Participation in quality improvement activities related to teaching. Mentoring of junior academics.
Clinical (R&T)			

Level A & B <sup>1</sup>	20 hours of face-to-face or on-line teaching per year being any mixture of lectures, case based learning sessions, or clinical sessions, delivered for the Faculty of Dentistry.	University of Sydney affiliation to be listed on all publications. Average of 1-2 publications or equivalent presentations over the most recent 5-year period. Participation in research student supervision (Doctor of Dental Medicine project, Higher Degree Research). Staff planning to supervise Higher Degree Research students must register as a supervisor, usually by completing the Foundations of Research Supervision Course.	Participation in university-related activities at parent institution as nominated by the Dean/HoS. Participation in teaching or research coordination and/or assessment, or student support.
Level C-E	20 hours of face-to-face teaching per year including any mixture of lectures, case based learning sessions, clinical sessions or tutorials delivered for the Faculty of Dentistry. Other discipline specific teaching-associated activities as directed by the HoS. Or, undertakes the range of activities outlined in the Administration/Service column.	University of Sydney affiliation to be listed on all publications. Average of 4-12 publications, or equivalent presentations over the most recent 5 year period. Supervise research student projects (Doctor of Dental Medicine, Higher Degree Research). Leadership in research governance and/or coordination such as contribution to Medical Research Institute, Multi-Disciplinary Institutes, where appropriate. The contribution to research associated activities would be expected to increase with the academic level.	Leadership role(s) in hospital or University, especially those that facilitate joint activities or initiatives as nominated by the Dean/HoS. Leadership role in the coordination of teaching in discipline (e.g. recruitment, training and/or assessment of clinical tutors) and/or delivery of teaching program (e.g. course coordinator, coordinate assessments, student remediation) and/or Higher Degree Research Annual Progress Reviews. Participation in quality improvement activities related to teaching or research. Mentoring of junior academics.
Clinical (Research)			

<sup>1</sup> Level B only eligible to be HDR Supervisor  
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Level A & B	Contribute to teaching in Bachelor of Oral Health and Doctor of Dental programs, postgraduate coursework units of study or research student training sessions by delivering lectures or small group learning classes.	University of Sydney affiliation to be listed on all publications. Average of 2-4 publications over the most recent 5 year period. Participation in research student supervision (Doctor of Dental Medicine project, Higher Degree Research). Staff planning to supervise Higher Degree Research students must register as a supervisor, usually by completing the Foundations of Research Supervision Course.	Participation in research-related activities of hospital or University, especially those that facilitate joint activities or initiatives, as nominated by the Dean/HoS.
Level C-E	Contribute to teaching in Bachelor of Oral Health and Doctor of Dental Medicine programs, postgraduate coursework units of study or research student training sessions by delivering lectures or small group learning classes.	University of Sydney affiliation to be listed on all publications. Average of 8-25 publications over the most recent 5 year period. Primary supervisor of Higher Degree Research students. Leadership in research governance and/or coordination such as contribution to Medical Research Institute, Multi-Disciplinary Institutes, where appropriate. The contribution to research associated activities would be expected to increase with academic level.	Leadership role(s) in research-related activities of Hospital or University, (e.g. ethics committees) especially those that facilitate joint activities or initiatives as nominated by the Dean/HoS. Mentoring of junior academics.
Research			
Level A & B	If opportunity arises.	University of Sydney affiliation to be listed on all publications. Average of 2 (level A) to 4 (level B) publications over the most recent 5 year period. Participation in research student supervision (Higher Degree Research).	Participation in research-related activities of Faculty or University, especially those that facilitate joint activities or initiatives, as nominated by the Dean/HoS.

Level C-E	Contribute to teaching in Bachelor of Oral Health and Doctor of Dental Medicine programs, postgraduate coursework units of study or research student training sessions by delivering lectures or small group learning classes.	University of Sydney affiliation to be listed on all publications. Average of 8 (level C), 15 (level D) and 25 (level E) publications per year over the most recent 5 year period. Primary supervisor of Higher Degree Research students where appropriate. Leadership in research governance and/or coordination.	Leadership role(s) in research-related activities of hospital, Faculty or University, especially those that facilitate joint activities or initiatives. Mentoring of junior academics.
Adjunct			
Level A & B	Contribute to the Faculty by facilitating teaching, research or external engagement, or act in an advisory capacity to faculty leaders in these areas.		
Level C-E	Through leadership role(s) in external organisations facilitate the goals of the Faculty, provide advice and/or advocate for the activities of the Faculty.		
Honorary			
Level A & B	Contribute to the Faculty's activities and goals or act in an advisory capacity to Faculty leaders.		
Level C-E	Facilitate the activities and goals of the Faculty, provide advice and/or advocate for the activities of the Faculty.		

**Schedule 4: Examples of Administration, Governance or Service activities recognised by the Faculty of Dentistry**

<b>Activity</b>	<b>Examples</b>	<b>Role</b>
Faculty Leadership	Oral Health Clinical Council; Director Centre for Oral Health Strategy, Postgraduate Coordinator; Ad-hoc committees	Chair, Member
Faculty Committee	Research; Learning & Teaching (L&T); Research Training Committee	Chair, Member
Ethics Committee	University or Institutional	Chair, Deputy, Member, Reviewer
University Committee	Academic Board, WHS	Chair, Member
Leadership in Local Health District	Head of Department or Division	
Mentoring	Early Career Researchers, Mid-Career Researchers, junior staff	Formal program, Ad-hoc
Professional development	Early Career Researchers training; grant reviewing; teaching evaluation, Continuing Education courses	Leading at program, Adding content to program
NHMRC/ARC committee		Grant Review Panel (or equivalent) panel member; Grant Review Panel (or equivalent) panel chair
Philanthropy	Alumni Association; Committees; Public engagement	