

Academic Promotions Policy

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1. Purpose

This policy provides the framework and principles underpinning the promotion of academic staff. Promotions:

- a. recognise and reward academic staff for sustained excellence across the areas of academic activity, and
- b. support the University to meet the strategic priorities of its 2025 Agenda.

2. Scope

The policy applies to all academic staff employed by the University who meet the eligibility requirements for promotion to Levels B, C, D and E. This policy does not apply to holders of Academic Status.

3. Definitions

The following terms are as defined by the University's prevailing Enterprise Agreement:

- i. academic staff and types of staff e.g. fixed-term, casual
- ii. academic classification level/s A-E.

4. Policy statement

4.1. Framework

The University commits to a fair, consistent and transparent promotions framework based on:

- merit-based determinations
- due recognition of the breadth of academic roles and career trajectories
- assessment of performance relative to opportunity
- decision-making independent of direct academic supervisors, and
- consistency of standards and practice across discipline boundaries; and with the standards of other Australian universities.

4.2. Timing

Promotion rounds will be held annually.

4.3. Eligibility

All academic staff, other than casual and sessional fixed-term staff, are eligible to apply for promotion except that for staff employed on a fixed-term basis, the cumulative term of appointment must be at least three years.

4.4. Criteria

a. Applicants must demonstrate and provide evidence of the following criteria for promotion:

Levels B, C and D¹	i. Contributions made to, and sustained high performance across, the areas of academic activity described in the Academic Profile relevant to the applicant's current classification level and Position Description; and ii. Ability to perform at the classification level to which promotion is sought, as described in the relevant Academic Profile and Appendix A in the Policy on Flexibility in Academic Work.
Level E	iii. Contributions made to, and sustained high performance across, the areas of academic activity described in the Academic Profile relevant to the applicant's current classification level and Position Description; and • [all academics] outstanding performance in two areas of academic activity and evidence of outstanding leadership, scholarly achievement and international eminence or, where appropriate for the discipline, national eminence and impact, and • [teaching and research academics] substantial contributions in the other area of academic activity.

b. Poor performance in teaching or research may provide grounds for not approving promotion, notwithstanding the strength of the case in the other areas of academic activity.

c. When assessing performance, particular emphasis will be given to the applicant's performance over the three years prior to the application being submitted.

¹ Promotion to Level D Plus is no longer offered. Academics at Level D Plus on the date this policy came into effect will continue at that level and may apply for promotion to Level E under this policy.

4.5. Promotion Level

- a. Promotion determinations are made to the next classification unless the Vice-Chancellor determines, following a request from the applicant, that there are exceptional circumstances and that it is in the best interests of the University for promotion to a higher level to be considered.
- b. The same process and other considerations will apply as if the application was being considered for the next classification level, except that the application must be considered by the appropriate committee and the applicant must satisfy the criteria for the higher level.

4.6. Promotions Committees

Each Promotions Committee must consider and determine promotion to the level applied for in accordance with this policy and the supporting procedures.

4.6.1. Level B and C Committee

- a. Applications for promotion to Level B and C from College-based academics will be assessed by a College-based Promotions Committee.
- b. Academic applicants from Portfolio areas seeking promotion to Level B or C will be considered by the College Promotions Committee most relevant to the applicant's discipline. Any uncertainty as to which College Promotions Committee is appropriate will be resolved by a Deputy Vice-Chancellor.
- c. The College Promotions Committee will comprise:
 - i. Vice-President and Executive Dean as the Chair
 - ii. Dean (Education) and Dean (Research)
 - iii. 4 academic staff appointed by the Chair from within the College, selected to reflect the diversity of College teaching, research and engagement activities and discipline spread
 - iv. 2 academic staff members external to the College, appointed by the Chair from staff who are or have been a member of another Promotions Committees
 - v. the President of the Flinders Branch of the NTEU (or nominee) (non-voting)
 - vi. *(optional)* 1 specific discipline/Portfolio member co-opted by the Chair, if the Chair considers it required in the context of applications.
- d. The Chair must ensure members are at Level C or above and give due consideration to ensuring gender balance in the committee.

4.6.2. Level D and E Committees

- a. Applications for promotion to Level D will be determined by a University-wide Level D Promotions Committee. Applications to Level E will be determined by a University-wide Level E Promotions Committee.
- b. Each committee will comprise:
 - i. Vice-Chancellor, or nominee, as the Chair
 - ii. 2 Deputy Vice-Chancellors
 - iii. 1 Level E academic staff member of each College appointed by the Chair on the recommendation of the Vice-President and Executive Dean
 - iv. 2 Level E academic staff members appointed by the Chair from the Academic Senate's membership or any other Level E academic staff member appointed by the Chair of Academic Senate
 - v. 1 Level E academic staff member from a Portfolio area, appointed by the Chair on the advice of the Deputy Vice-Chancellors
 - vi. the President of the Flinders Branch of the NTEU (or nominee) (non-voting)
 - vii. *(optional)* a Level E academic from another Australian university, co-opted by the Chair

- viii. (optional) 1 or more external member/s with expertise in the relevant subject/ discipline area, co-opted by the Chair.
- c. When making appointments to a Promotions Committee, the Chair must give due consideration to ensuring gender balance in the committee.

4.6.3 Conflict of Interest

Any committee member who believes that they have a real, potential or perceived conflict of interest, as defined in the University's [Conflict of Interest Policy](#), in respect of any applications being considered, should declare this to the Chair of the Committee at the outset and where necessary, absent themselves from any discussion on that particular application.

4.7 Confidentiality

Strict confidentiality must be maintained by all staff involved in the receipt, discussion and determination of promotion applications.

4.8 Appeals

- a. An unsuccessful applicant for promotion may appeal the decision on the grounds that there is evidence that there was:
- a serious procedural defect in the promotion assessment process, or
 - discrimination against the applicant (as defined under the [Equal Opportunity Policy](#)).
- b. The hearing of the appeal will be limited to these grounds and will not include a re-assessment or re-hearing of the merits of the matter.
- c. The appeals process will be as specified in the [supporting procedures](#).
- d. Having considered the appeal, the Appeals Committee may:
- refer the promotion application back to the relevant Promotions Committee for re-consideration
 - affirm the decision of the Promotions Committee, or
 - refer the promotion application to an independent ad hoc committee, appointed by the Vice-Chancellor, for re-consideration (in accordance with this policy and the supporting procedures).
- e. The Appeals Committee's decision is final and binding and no further action may be taken by the applicant.

4.9 Exceptional circumstances applications

- a. The Vice-Chancellor may determine, on the recommendation of a Vice-President and Executive Dean or Portfolio Head, that exceptional circumstances warrant an individual case for promotion being considered outside the annual promotions cycle.
- b. The Exceptional Circumstances provisions of the [supporting procedures](#) apply to such applications.

5. Supporting procedures

The following supporting procedures are part of this policy and provide additional detail to give practical effect to the policy principles.

[Academic Promotions Procedures](#)

6. Related links

[Academic Profiles](#)

Approval Authority	Vice-President (Corporate Services)
Responsible Officer	Director, People & Culture
Approval Date	7 June 2018
Effective Date	7 June 2018
Review Date*	June 2024
HPRM file number	CF18/539

* Unless otherwise indicated, this procedure will still apply beyond the review date.

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