This policy details how academic staff who can demonstrate sustained excellence in research, teaching and service may be promoted.

As academic staff progress through the promotion levels there is an expectation that:

- there will be an increase in the quality and impact of their research output
- there will be an increase in the quality and effectiveness of their teaching and their contribution to all aspects of learning and teaching
- their role in the promotion of scholarship will expand
- their qualitative contribution to their discipline will increase
- they will demonstrate increasing leadership.

**Principles**

- The academic promotion policy should align to the academic strategic goals and priorities of the University
- The University is committed to the principles of equity and a process conducted in a manner that upholds the principles of fairness and is free from direct and indirect discrimination
- Assessment of applications for promotion is made by a committee of peers through a process designed to enable a fair and consistent application of standards
- The academic promotions policy and procedures apply to all academic staff who are eligible to apply for promotion
- A promotion round will normally be conducted every year for all four promotion levels (Lecturer through to Professor)
- The Director, Human Resources, will submit an annual Academic Promotion Timetable to the Deputy Vice-Chancellor (Academic) for approval. The timetable for academic promotion will be posted at [http://www.hr.unsw.edu.au/employee/acad/acdates.html](http://www.hr.unsw.edu.au/employee/acad/acdates.html). Late applications will not be accepted.
- Applicants may withdraw their application at any time prior to the convening of the Faculty Promotions Committee.
- Usually applicants should have completed two years of service since their appointment at UNSW, or their most recent promotion, before they become eligible for promotion. The Faculty Dean may apply to the Deputy Vice-Chancellor (Academic) for this two year requirement to be waived.
• Academic promotion is based primarily on the merit of the case presented.
• The outcome of previous applications for promotion has no relevance in a current promotion round
• An Academic staff member whose application for promotion is unsuccessful is required to wait two years before submitting a further application, unless the Dean and the Deputy Vice-Chancellor support an earlier application.
• Academic staff can be promoted via the Out of Rounds promotion mechanism (refer to the Out of Rounds web link)

Definitions

The following definitions apply for the purpose of this policy:

There are 4 categories of performance referred to in the materials

1. **Sustained contribution**
2. **Superior contribution**
3. **Outstanding contribution**
4. **Outstanding Plus contribution**

For each of these categories, performance at a particular level will reflect

(a) comparison of the performance of the individual with what is expected of an academic in that cohort (track). Specifically staff applying for promotion in teaching track will be compared against the performance expected of the cohort of UNSW teachers.

(b) performance over a number of years, particularly recent years.

The definitions assume and do not restate the above.

1. **Sustained contribution** – performing at the standard expected at the midpoint of the current level of appointment
2. **Superior contribution** – performing at the standard expected for the bottom quartile of the level above the current level of appointment
3. **Outstanding contribution** – performing at the standard expected of the midpoint of the level above the current level of appointment
4. **Outstanding Plus contribution** – performing at the standard expected of the top quartile of the level above the current level of appointment