Promotions Q&A

Q  What will happen if I provide examples under the wrong criteria?
A  The panel will not disqualify applicants who provide their evidence under the wrong criteria.

Q  When should the academic review take place?
A  Within 12 months of your application.

Q  Who will review the personal circumstances form?
A  The Master and your designated panel member.

Q  Is the supporting statement inclusive of the 8-page word limit?
A  The two-page supporting statement is in addition to the 8-page limit.

Q  My publication list is over 10 pages what should I do?
A  The application form should not exceed eight pages. If you wish, include a personal statement of no more than two pages.

Q  When should referees provide their references?
A  Staff should speak to their nominated referees before submitting their applications and ask that they respond asap but no later than 9 March 2020.

Q  Can you nominate a former colleague as a referee and if so are there restriction on how long ago they have left?
A  There are no restrictions although staff should consider any conflicts of interest.

Q  How many areas should be scored as excellent?
A  Senior Lecturer- Excellent performance is required in one area, one of which must be either Research or Scholarship or Education and Student Experienced at least ‘Very good’ performance in at least one other area

Reader- Excellent performance is required in one area, one of which must be either Research or Scholarship or Education and Student Experienced and at least ‘Very good’ performance in at least one other area

Professor- Excellent performance is required in two area, one of which must be either Research or Scholarship or Education and Student Experienced at least ‘Very good’ performance in at least one other area

Q  How are decisions made?
A  The Executive Dean in discussion with the Assistant Dean will complete the first assessment and make a recommendation to the panel. The panel will review all the information including references and confirm the final outcome.

Q  What happens if my application is unsuccessful?
A  Unsuccessful applicants will have the opportunity to meet with the Master to discuss the outcome of their application.

Q  I have applied for a promotion in the past and would like to use my previous examples within my current application will this be allowed?
A  You can make an incremental case on why an old example applies to your current application.
Q What criteria should PhD supervision fall under?
A Research or Scholarship

Q Is there a relationship between Research and Education contracts and the academic pathways?
A The promotions process is not a change of contract it’s a change of job title. If you apply under the Teaching and Education criteria the outcome of your promotion will not change your employment contract.

Q Will the panel consider applications against both pathways?
A Individuals should review the criteria for Research and Teaching and Teaching and Education before submitting their applications as the criteria for each pathway is different.

Q Why has the College included a new category called Engagement?
A Engagement was introduced as an opportunity for staff to add additional examples outside of Research.

Q Can applicants include online journals within their publication list.
Yes, if there are no page numbers please give an indication of its length. You can also include peer reviewed research, book chapters, case studies, and articles. Publications do not have to meet the Research Excellence Framework (REF) although applicants should use their discretion.