

Academic Promotions Policy

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1. Purpose

This policy provides the 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 the University Strategic Plan.

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:

- a. academic staff and types of staff i.e. continuing, fixed term, casual.
- b. academic classification levels A – E.

4. Policy statement

- a. The University will recognise, and reward sustained academic excellence through a transparent and consistent process of promotion.
- b. Promotion will be awarded based on evidence of the ability to successfully meet expectations at the academic level sought, relative to role, across the domains of:
 - i. Teaching
 - ii. Research
 - iii. Service.
- c. The University utilises an Academic Career Framework to support consistent interpretation of the expectations across the domains and at each academic level. The Framework is to be read in

conjunction with the Minimum Standards for Academic Levels (MSAL) and the resources and guides available to all academic staff on the Academic Career Framework Hub [**Link Pending**].

- d. Applications from under-represented groups will be actively encouraged.
- e. Applications for promotion will be judged on their merit. There are no quotas on the number of staff promoted annually.
- f. In the case of a successful promotion outcome, it is the responsibility of the relevant College or Portfolio to fund the salary costs.
- g. Academic staff will be provided with appropriate advice and support in the preparation of applications and will receive clear and timely feedback on the outcome.
- h. All staff involved in promotion processes will uphold the principles of confidentiality and privacy.

4.1. Timing

- a. Promotion rounds will be held annually.
- b. Where an academic staff member is unsuccessful in their application, they are able to reapply in the next promotion round.

4.2. Eligibility

- c. As defined in clause 69.2 of the Flinders University Enterprise Agreement (2023-2026), to be eligible to apply for promotion, academic staff must be:
 - i. a continuing academic staff member
 - ii. a fixed term academic staff member. These staff members will be required to have a cumulative term of at least three years on consecutive contracts or hold a contract of at least three years.
- d. Casual academic staff and Academic Status holders are ineligible to apply for promotion.

4.3. Promotions Committees

- a. The University Promotions Committee Level B/C and University Promotions Committee D/E will consider and determine promotion outcomes.
- b. Promotions Committee membership and process requirements are set out in the Promotions Committees Terms of Reference approved by the Vice-Chancellor (or delegate).
- c. Promotions Committee operations will be supported by People and Culture.

4.4. Assessment of applications

- a. Promotions Committees will assess applications for promotion against the benchmarks and indicators of the Academic Career Framework and relative to opportunity and role context.
- b. Disciplinary, role and circumstance differences will be accounted for in deliberations.
- c. Applications will be considered in the context of a career trajectory; however, more significance will be placed on achievements, outputs and impact in the period since last promotion or appointment to the current academic level at any institution.
- d. Applicants must meet the expectations of their current level across all relevant domains and demonstrate capability for the level to which they wish to be promoted in a minimum of two domains.
- e. Evidence is required for all substantive claimed activities. At a minimum, applicants must submit the Institutional Research and Teaching Data Report covering the most recent three years of activity at

Flinders. Staff with less than three years of employment at Flinders may also submit data from prior institutions within their evidence document.

4.5. Exceptional circumstances applications

The Vice-Chancellor (or delegate) 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. This may include:

- a. out of round consideration
- b. promotion of more than one level, or
- c. where staff would not normally meet eligibility criteria.

4.6. Appeals

- a. An unsuccessful applicant for promotion may appeal the decision on the grounds that there is evidence there was:
 - i. a serious procedural defect in the promotion assessment process, or
 - ii. 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 Academic Promotions Procedures [**Link Pending**].
- d. The Appeals Committee's decision is final, and binding and no further action may be taken by the applicant.

5. Supporting procedures

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

Academic Promotions Procedures [**Policy Pending**]

Approval Authority	Vice-President (Corporate Services)
Responsible Officer	Director, People and Culture
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* Unless otherwise indicated, this policy or procedures still apply beyond the review date.

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