

## Schedule 2 – University Academic Promotion Committee

<b>Authority</b>	Academic Promotion Policy
<b>Effective date</b>	18 May 2020
<b>Review date</b>	1 March 2021
<b>Owner</b>	Deputy Vice-Chancellor Education
<b>Version no.</b>	1.0
<b>Contact</b>	<a href="mailto:academic.promotion@rmit.edu.au">academic.promotion@rmit.edu.au</a>
<b>Register reference</b>	POL/2020/00026

### Purpose

The University Academic Promotion Committee is formed under the authority of the Deputy Vice-Chancellor Education. The committee's role is to review the Academic Promotion Committee recommended outcomes and make promotion recommendations to the Deputy Vice-Chancellor Education.

### Membership

There will be a University Academic Promotion Committee with the following membership:

- DVC Education (Chair)
- Nominee of the DVC Education
- Chair of Academic Board or nominee
- A suitably qualified academic Level D or E employee nominated by the NTEU

Quorum will be half plus one. If a quorum cannot be achieved, the DVC Education may cast a deciding vote.

The relevant Chair of the Academic Promotion Committee will be in attendance at meetings when required to advise the University Academic Promotion Committee on the deliberations of their committee(s).

### Terms of Reference

The functions of the Committee are to:

- monitor the promotion process with a view to ensuring fairness and compliance with the application of the Academic Promotion policy and procedures
- analyse promotion policy, processes and systems with regard to equal opportunity commitments including review of diversity of participation at all stages of the application and committee stages, and identify areas for improvement

- review University Academic Promotion policy and procedures as required and recommend any necessary changes to the Academic Board
- review Academic Promotions Committees' recommended outcomes and the results of the moderation process, and;
  - ratify the committee's recommendation, or
  - instruct one or more the committees to reconvene and review the outcomes

The UAPC will forward recommendations to the DVC Education for final approval.

The DVC Education has final determination on whether to adopt each recommendation put forward by the Committee.

## More information

- Academic Promotion Policy
- Academic Promotion Appeal Procedure

## Document history

Version	Approval date	Effective date	Summary of changes	Approval authority
1.0	15 May 2020	18 May 2020	New schedule	Deputy Vice-Chancellor Education