

## Schedule 3 – University Academic Promotion Appeals Committee

<b>Authority</b>	Academic Promotion Policy
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<b>Owner</b>	Deputy Vice-Chancellor Education
<b>Version no.</b>	1.0
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<b>Register reference</b>	POL/2020/00027

### Purpose

The University Academic Promotion Appeals Committee (UAPAC) is formed under the authority of the Deputy Vice-Chancellor Education. It considers appeals against unsuccessful academic promotion applications on the grounds of eligibility and procedure only.

### Membership

An appeal will be heard by the UAPAC with the following membership:

- nominee of the DVC Education (Chair)
- nominee of the Chair of Academic Board
- a suitably qualified academic employee, who has not sat on a promotion committee in the current year's promotion round, selected by the Chair in consultation with the NTEU
- Executive Officer (non-voting)
- if the appellant is applying to level E, at least one member of the committee must be a Level E academic

Quorum will be the Chair plus one other voting member.

The UAPAC will be convened on an 'as needs' basis.

### Terms of Reference

The UAPAC will consider the applicant's written notification of appeal, along with the supporting evidence provided.

The committee will establish whether:

- the appellant was, on the balance of evidence provided, incorrectly deemed unready to apply for promotion, i.e. the appellant's Intention to Apply was not supported

- a breach of procedure(s) has occurred.

The UAPAC is authorised to obtain any information it requires to help make a determination. This information may take the form of further supporting information including, but not limited to, information from the applicant, Dean/Executive Dean, Manager, DVC or equivalent, the original application, the Dean/Executive Dean, referee and/or external assessor reports.

## 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