

# Appendix 1 - Minimum Promotional Criteria & Key Elements and Performance Levels

Please refer to the following Minimum Promotional Criteria Table and the Key Elements and Performance Levels Table below for selection criteria:

Application evaluation will be based on 3 criteria: Learning and Teaching, Research and Scholarship and Service and Engagement. (see indicative areas of performance expectation below).

Minimum Promotional Criteria Table			
Academic Level	Teaching & Research Academic	Teaching Specialist	Research focused*
A to B	<ul style="list-style-type: none"> <li>Superior in one element</li> <li>Satisfactory in two elements</li> </ul>	<ul style="list-style-type: none"> <li>Superior in Learning &amp; Teaching</li> <li>Satisfactory in other two elements</li> </ul>	<ul style="list-style-type: none"> <li>Superior in Research/Scholarship</li> <li>Satisfactory in other two elements</li> </ul>
B to C	<ul style="list-style-type: none"> <li>Superior in 2 elements</li> <li>Satisfactory in one other element</li> <li>Or</li> <li>Outstanding in one element</li> <li>Satisfactory in two elements</li> </ul>	<ul style="list-style-type: none"> <li>Outstanding in Learning &amp; Teaching</li> <li>Satisfactory in other two elements</li> </ul>	<ul style="list-style-type: none"> <li>Outstanding in Research/Scholarship;</li> <li>Satisfactory in other two elements</li> </ul>
C to D	<ul style="list-style-type: none"> <li>Outstanding in one element</li> <li>Superior in one element</li> <li>Satisfactory in one element</li> </ul>	<ul style="list-style-type: none"> <li>Outstanding national level in Learning &amp; Teaching</li> <li>Superior in one other element</li> <li>Satisfactory in one element</li> </ul>	<ul style="list-style-type: none"> <li>Outstanding national level in Research/Scholarship</li> <li>Superior in one other element</li> <li>Satisfactory in one element</li> </ul>
D to E	<ul style="list-style-type: none"> <li>Outstanding in two elements</li> <li>Superior in one other element</li> <li>Over-all emphasis on Leadership</li> </ul>	<ul style="list-style-type: none"> <li>International eminence in Learning &amp; Teaching</li> <li>Superior in other two elements</li> <li>Over-all emphasis on Leadership</li> </ul>	<ul style="list-style-type: none"> <li>International eminence in Research/Scholarship</li> <li>Superior in other two elements</li> <li>Over-all emphasis on Leadership</li> </ul>
There are two pathways for advancement to the classification of Professor:	<b>Promotional Chair</b> based on sustained outstanding achievement and leadership across a broad spectrum of academic activities	<b>Personal Chair</b> based on sustained exceptional distinction and leadership at an international level in one of Research and Scholarship, Learning & Teaching or Service and Community Engagement.	

\*Research Fellows and Research Staff who do not have the opportunity to teach must meet criteria in Service and Engagement and are not required to provide evidence in Learning & Teaching.

## Professional Consultancy Activities

Can be defined as contributions outside the research, teaching and engagement roles that demonstrate the applicant's ability to either enrich knowledge and skills or to apply knowledge and skills in a particular situation. Professional Consultancy Activities can be demonstrated under all of the elements as prescribed in the table below, for example, Consultancy Reports to Scholarship, Consultancy Pedagogy (Seminars and Professional Training) to Teaching, and Consultancy Board Memberships to Engagement.

The Academic Promotion Panel (the Panel) will rate most highly consultancy activities which demonstrate intellectual merit. Evidence of achievement in "Professional Consultancy Activities" would normally include productive consultancies with outside groups, resulting in practical outcomes and attracting remuneration to the University, acceptance by the profession of resources or techniques developed, and/or major performances or exhibitions where appropriate. Consultancies yielding income will only be considered when undertaken through the University.

## Key Elements and Performance Levels Table

### Learning and Teaching

Refers to the scholarly activity which draws on professional and disciplinary expertise, including any clinical experience to enhance the opportunities for students and HDR applicants to learn and develop academically, particularly in their chosen University degree programs. Evidence of Teaching quality and impact must be submitted as specified. The complete body of evidence presented must demonstrate the quality and scope of undergraduate/postgraduate/HDR teaching responsibilities, evidence of student learning, contribution to curriculum development including innovations in clinical practice, research education and Higher Degree Research completions, and engagement in professional learning.

N.B Higher Degree Research (HDR) supervision is considered a Learning & Teaching activity for promotion purposes (see JCU Enterprise Ageement 2022 15.2.h).

Satisfactory	Superior	Outstanding	International Eminence
<ul style="list-style-type: none"> <li>Defined as a clearly articulated approach to, and evidence of, supporting student learning which may include supervision of Higher Degree Research applicants.</li> <li>Student evaluations will be at least at the University average, and there will be evidence of systematic use of peer review approaches and evidence of continuous improvement strategies.</li> <li>Satisfactory performance will also include participation in professional learning opportunities and evidence of application of new knowledge.</li> <li>Involvement in professional consulting activities with professional industry or relevant community groups should also be included</li> </ul>	<ul style="list-style-type: none"> <li>Defined as an innovative approach to supporting student learning which may include the supervision of Higher Degree Research applicants.</li> <li>Student evaluations that are above the university mean scores, outstanding examiner's reports for HDR theses, systematic and quality external peer review approaches and evidence of continuous improvement strategies.</li> <li>Superior performance will also include systematic application of contemporary knowledge and evidence of scholarly outputs in learning &amp; teaching (e.g. conferences, awards, publications, grants).</li> <li>Involvement in professional consulting activities with professional industry or relevant community groups should also be included.</li> </ul>	<ul style="list-style-type: none"> <li>Defined as an exemplary approach to supporting student learning that achieves national and/or international recognition, student evaluations that are well above the university mean scores, systematic high quality national peer review approaches and evidence of continuous improvement and benchmarking strategies.</li> <li>Outstanding performance will also include ongoing systematic leadership of professional learning opportunities, including evidence of scholarly outputs (e.g.: conference presentations, grants, awards, publications). Sustained involvement in professional consulting activities with professional industry or relevant community groups should also be included.</li> <li>Outstanding performance may include HDR completions with outstanding examiners' reports including Cum Laude recommendations</li> </ul>	<ul style="list-style-type: none"> <li>Defined as institutional leadership, national and international recognition via high impact publications, awards and grants.</li> <li>Consistent scholarship including international invitations to scholarly activities, with key roles in national and international professional associations and recognition of achievements internationally</li> </ul>

and awards for HDR supervision

- Outstanding performance will also include sustained leadership roles in learning & teaching as appropriate to the discipline.

## Research and Scholarship

Refers to expertise in a discipline derived from the scholarly pursuit of original knowledge and creativity. Evidence of achievement in Research and Scholarship would normally include many or all of the following: possession of, or satisfactory progress towards a higher degree, presentations at academic and professional conferences, publications of original contributions to knowledge in journals, books and refereed conference papers, published innovations in clinical practice, research-based creative and artistic works including exhibitions, performances, compositions and recordings of recognised international standard. Evidence of the impact of Research and Scholarship would normally include many or all of the following: literature citations; review articles in books or journals of recognised international standing; invitations to address scholarly meetings and conferences; services as an editor or referee to scholarly journals or books; professional awards and fellowships; and better health outcomes, wellbeing and/or economic sustainability of a community.

HDR supervision is considered a Learning & Teaching activity for promotion purposes, however, research outcomes such as publications may be included within the impact of an academic's research contribution (see JCU Enterprise Agreement 2022 15.2.h).

Satisfactory	Superior	Outstanding	International Eminence
<ul style="list-style-type: none"> <li>• Defined as research performance consistent with benchmark data for the respective discipline.</li> </ul> <p>Information to be considered includes, but is not limited to: quality of journals/publishers; scholarly impact including e.g. citation rates, h-index; success in attracting research grants or contracts; significance of research collaborations; reviewing activity – e.g. articles, thesis, grants; invitations – e.g. keynote addresses, curatorial invitation, invited symposia, visiting appointments; recruitment of HDR applicants and postdoctoral fellows; clinical trials, commercial activity and/or patents; and professional consulting activities</p>	<ul style="list-style-type: none"> <li>• Defined as research performance consistent with the upper end of benchmark data for the respective discipline.</li> <li>• Information should be considered including, but not limited to: quality of journals/publishers; scholarly impact including citation rates, h-index; significance of research collaborations; reviewing activity – e.g. articles, theses, grants; invitations – e.g. keynote addresses, curatorial invitations, invited symposia, visiting appointments; recruitment of HDR and postdoctoral fellows; and clinical trials, commercial activity and/or patents; and professional consulting activities</li> </ul>	<p>Defined as sustained excellence in research, including, but not limited to; quality of publications/publishers; number of highly cited publications; international and/or national awards from learned academies or professional societies/colleges; membership of expert panels (e.g. Australian Research Council/National Health Medical Research Council); reviewing activity; significance of research collaborations; success in attracting research grants or contracts; editorial activities for journals and book series; adoption or influence of research in industry or policy; membership of statutory, government, industry or NGO advisory committees; professional consulting activities; clinical trials, commercial activity and/or patents; and recruitment of HDR applicants and postdoctoral fellows. Outstanding performance will also include sustained leadership roles in research as appropriate to the discipline.</p>	<p>Defined as international recognition of outstanding performance and leadership in research including but not limited to high impact articles in leading international journals, number of highly cited publications; editorship of leading international journals; International awards and/or fellowships of learned academies or professional societies/colleges; key roles in major professional societies; and international recognition by Governments, industry or Non-Government Organisations.</p>

## Service and Engagement

Refers to contributions to, or on behalf of, the University which positively enhance the University's profile and are aligned with the University's strategic intent. Evidence of achievement in Service and community Engagement would normally include: contributions to leadership, management, committee or planning work successfully undertaken for the University, College/Division; participation in University governance and management; leadership or participation in academic or professional organisations including relevant contributions to government agencies, Non-Government Organisations, public intellectual discussion and the general community in an official or professional capacity.

Satisfactory	Superior	Outstanding	International Eminence
Defined as contribution to Discipline, College, Division, Institute or University Committees, contribution to cross-disciplinary cooperation in pursuit of JCU's strategic intent, membership of relevant professional organisations or community groups, involvement in consulting work with professional industry or relevant community groups, contribution to JCU partnerships in pursuit of JCU's strategic intent.	Defined as involvement in, or responsibility for, the management of strategic functions within a College, Institute, Division or the University, contribution to JCU's strategic plans and to the College, Institute or Division's operational plans, membership or executive membership of professional organisations or community groups, contribution to and development of consulting work with professional industry or relevant community groups, contribution to and development of JCU partnerships in pursuit of JCU's strategic intent.	Defined as significant involvement in the leadership activities of a Discipline, College, Institute, Division or the University, service on internal JCU Committees, service on national and/or international professional bodies or committees, service on industry or community committees, sustained involvement in consulting work with professional industry or relevant community groups, significant involvement or leadership of JCU partnerships in pursuit of JCU's strategic intent. Outstanding performance will also include sustained leadership roles in service and engagement.	Defined as intellectual leadership across the University, high level service on JCU Committees, leadership role for national and international professional bodies, high level service on industry or community committees, establishment, leadership and significant contribution to international partnerships in pursuit of JCU's strategic intent.

## Administration

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### Approval Details

Policy Domain	Academic Management
Policy Sponsor	DVC Academy

### Revision History

Version no.	Approval date	Implementation date	Details	Author
24-1	22/07/2024	06/08/2024	Amendments to policy and procedure to better align with HESF Standard 3.2; add provisions for 'out of cycle' promotions and alternative external objectivity via additional external panel members for Level D and E promotions (as is common sector practice); updates to the Appeal procedure; and updates to Appendix 1 Minimum Promotional Criteria to clarify HDR supervision and remove points.	Chair, Academic Board
23-1	21/03/2023	30/03/2023	Major review of policy suite incorporating amendments to provide a streamlined application process based upon impact narrative. Policy domain has been changed from HR to Academic Management. Appendix previously published with procedure in booklet format. Split into separate PDF to align with policy and procedure style guide.	Chair, Academic Board  Policy Officer

