# The University of Huddersfield

# Academic Promotions Criteria

## Award Threshold Requirements

Professor requires a minimum of 6 points, only in combinations as outlined in the table below. Reader, Principal Research Fellow, Principal Enterprise Fellow and University Teaching Fellow requires a minimum of 4 points, only in combinations as outlined in the table below.

Any member of staff applying for promotion must meet the threshold eligibility criteria in order that their application may go forward for consideration with respect to specific promotion criteria. They must be able to demonstrate that they fulfil their existing role to a high standard and make a good contribution to the work of their School, in terms of contribution to the full range of academic duties (teaching, research, enterprise, management, leadership and administration) as is relevant to their post.

Assuming threshold criteria have been met, the University will progress the application to the next stage for consideration of the appropriate personal distinction in recognition of outstanding academic achievement.



*Whilst it is expected that an applicant will have met all of the criteria listed in a given level, it is recognised that applicants who are presently SRF or SEF may not have been given the opportunity in their roles to date to achieve all of the criteria listed in this section. In such cases the committee will, by exception, consider an applicant’s individual merits.*

## Research Criteria

*Within any particular level, all bulleted points must be achieved, unless otherwise stated.*

Level 1

* + Record of generating research outputs, with some being at least of a 3\* level, appropriate to the discipline
  + Record of generating external competitively allocated funds, appropriate to the discipline, either as PI or Co-I
  + Academic distinction, which may include for example: academic awards, refereeing for journals, grant reviewing for awarding bodies, services for learned societies, acting as conference session chair
  + Having an established network of external research contacts
  + Playing an active role within the University’s research structures, such as Research Institutes and Centres, School Research Committee, School PGR Scholarship Committee, etc.
  + Having achieved some level of impact through research, in terms of reach and significance
  + Being eligible to be submitted to the previous and the next REF (or equivalent exercises)
  + Where applicable, evidence of commercial or industrial exploitation of research
  + Having achieved some level of engaging the public with research
    - Occasional invited speaker at an international conference
    - Successful supervision to completion of candidates as main supervisor for doctoral research degrees (with the exception of applications for UTF)
    - Acting as external examiner for research degrees (with the exception of applications for UTF)

Level 2

As above for level 1 and:

* + Evidence of an international reputation in a research field, which may include: regular invitations to be a contributor in major conferences, editorship of international journals, international journal board membership, international journal reviewing activities, editorship of international conference proceedings, international conference steering committee membership, international conference organization, membership of research council peer college
  + Record of collaborative research outputs with Top 300 ranking institutions
  + A sustained track record of generating 3\* research outputs
  + A record of attracting external competitively allocated funds appropriate to discipline standards, with some as PI
  + A track record of strong academic research leadership
  + Playing a leading role within the University’s research structures, such as Research Institutes and Centres, School Research Committee, School PGR Scholarship Committee, etc
  + Having achieved clearly demonstrable impact through research, in terms of reach and significance
  + Regular and successful research mentoring of academic colleagues (internally or externally)
  + Demonstrable contribution to public engagement activities related to research

Level 3

As above for level 2 and:

* + Evidence of a sustained internationally leading reputation in a research field
  + A sustained track record of generating international research outputs, with some at 4\*
  + Involvement in collaborative research networks with Top 300 ranking institutions
  + Excellent record as PI of winning external competitively allocated funds appropriate to discipline standards
  + A track record of excellent academic research leadership e.g. Research Centre Director, leading collaborative research activities with other institutions, heading-up a Doctorial Training Centre, acting as academic lead for an ASRI
  + Acting as consultant / advisor / steering committee member for national / international research or standards bodies (e.g. Government, Research Council, ISO, NGO, Charity…)
  + Significant contribution to public engagement, e.g. leading a public engagement activity, shaping the University’s public engagement strategy and/or supporting colleagues to develop their own approach to better public engagement within their field

## Teaching Criteria

*Within any particular level, all bulleted points must be achieved, unless otherwise stated.*

Level 1

* + Successful contribution to taught courses and assessment practices
  + Course evaluation and development in response to student and/or peer feedback
  + Innovation in teaching and supporting learning e.g. the introduction of new modules and/or the significant updating of existing modules, significant changes to assessment practice, development and use of digital resources, or enhancement to the support of student learning at UG or PGT levels
  + CPD consistent with descriptor level 2 of the UKPSF and obtain HEA Fellowship status

Level 2

As above for level 1 and:

* + Evidence of a high reputation in teaching and learning
  + Evidence of significant contribution in the development of substantial new teaching business or markets
  + Evidence of sustained and significant enhancement and transformation of the student learning experience
  + Evidence of mentoring and influencing colleagues that facilitates them to be leaders in teaching and support of learning
  + A major contribution to successful school or university initiatives to enhance the quality of teaching, learning and assessment, including the application of digital technology in learning
  + Exceptionally positive feedback on teaching quality from appropriate sources
  + Evidence of national reputation for example, commissioned publications, successful conference organisation, regular invitations to participate in major teaching and learning conferences
  + A track record of strong academic leadership in teaching and learning
  + Success in competitive capture of funding to support teaching, learning and assessment
  + Recognition as a subject specialist in teaching, learning and assessment, demonstrated by e.g. membership of QAA, HEA or professional body panels, external examining, membership of validation panels, panel membership for periodic reviews, external examination boards at UG and PGT levels
  + CPD consistent with descriptor level 3 of the UKPSF and/or obtain HEA Senior Fellowship status
  + Taking a leading role in new teaching initiatives within or outside the department

Level 3

As above for level 2 and:

* + Evidence of established international reputation in the field of teaching and learning, evidenced by, for example, teaching contributions for professional bodies, contribution to national/international curriculum debate in the subject area, membership of education or training committees of professional institutions, authorship of text books or other resources/curriculum innovations which have been widely adopted and commended.
  + Evidence of production of publications in the field of teaching and learning, such as text books.
  + Significant competitive award/grant-capture for teaching and learning
  + Evidence of leadership in the development of substantial new teaching business or markets
  + Evidence of international reputation for example, successful conference organisation, regular invitations to participate in major teaching and learning conferences
  + Demonstrable role in supporting the quality assurance and enhancement of teaching beyond the university e.g. panel member for external review and regulatory bodies
  + Establishing and developing sustainable teaching-related networks which bring benefit to the School or University
  + A track record of excellent academic leadership in pedagogy
  + CPD consistent with descriptor level 4 of the UKPSF and/or obtain HEA Principal Fellowship status

## Management & Leadership Criteria

*Within any particular level, all bulleted points must be achieved, unless otherwise stated.*

Level 1

* Discharging departmental responsibilities effectively e.g. effective participation in departmental working groups
* Pro- active involvement and engagement in formal department activities e.g. open days, staff meeting, relevant committees
* Effective engagement with external networks of contacts around the interests of the department and University, particularly where beneficial and sustainable partnerships are formed or sustained as a result

Level 2

As above for level 1 and:

* Participation in external engagement activity that promotes the department and University and has a positive reputational impact e.g. engagement with local schools, businesses, cultural organizations, community networks etc.
* Active membership of school committees
* Successful leadership of key departmental initiatives or a sustained leadership role
* Evidence of substantial involvement and engagement in business, public, cultural or community engagement that serves to meet the University’s strategic aims
* Effective and active involvement and engagement in University level committees or projects
* Successful initiatives or innovations in administrative processes, or taking on significant department responsibilities which are carried out successfully
* Evidence of active engagement with our international partners
* Acting as school champion for initiatives such as National Student Survey, Athena Swan, staff and student wellbeing etc.
* Academic leadership mentoring, and support for early career staff, both within the department and in the wider University community
* Regular, sustained and successful mentoring of academic colleagues at Huddersfield

Level 3

As above for level 2 and:

Acting as school lead for initiatives such as National Student Survey, Athena Swan, Staff and student wellbeing etc.

* Successful leadership of major activities such as REF, TEF at subject level
* Leading on a successful School Athena Swan award
* Active and effective contribution to University leadership and management, policy formation and strategic development
* Successful and sustained leadership of significant activities linked with our international KPIs.
* Effective management of colleagues and facilitation of their academic and personal development and performance
* Successful strategic leadership and promotion of significant change at School level

## Enterprise Criteria

*Within any particular level, all bulleted points must be achieved, unless otherwise stated.*

Level 1 - Not applicable for conferment rounds.

Level 2

* Evidence of a sustained record in the transfer of intellectual property into the wider economy evidenced through patents and startups
* A track record of successful IP protection (licences, patents, etc.)
* Generation of significant income from the commercialisation of research
* Evidence of significant contribution to the translation of research findings into end-user solutions (clinical / industrial / commercial / practice)
* Establishment and ongoing operation of significant industrial / commercial collaborations
* Evidence of input to the formulation of policies or of practice in organisations outside the University
* Contributions to research or policy development in the field of knowledge transfer
* Involvement in regional, national and international enterprise bodies
* Innovation in linking research and knowledge transfer through consultancies, CPD, enterprise activities
* Professional standing in the field as evidenced by the recognition of industry / practice at national and international level, including awards or as invited speaker at an international conference
* Having an established network of contacts and engagement with relevant business sectors
* 'Demonstrable contribution to public engagement activities related to research'

Level 3

As above for level 2 and:

* Evidence of an outstanding record in the transfer of intellectual property into the wider economy
* Sustained generation of significant amounts of income from the commercialisation of research
* Evidence of outstanding contribution to the translation of research findings into end-user solutions (clinical / industrial / commercial / practice)
* Significant and sustained end-user collaborations
* Evidence of significant influence on the formulation of policies or of practice in organisations outside the University
* A significant contribution to research or policy development in the field of knowledge transfer
* Demonstrable leadership in academic enterprise and new academic enterprise processes designed, initiated and managed
* International contribution to developing the link between the discipline and its stakeholders through e.g. membership of international committees, publications etc
* Significant roles in regional, national and international enterprise bodies
* Excellent reputation for industry/practice based research
* 'Significant contribution to public engagement, e.g. leading a public engagement activity, shaping the University’s public engagement strategy and/or supporting colleagues to develop their own approach to better public engagement within their research'

## Research Outputs Assessment Criteria

Research outputs are assessed according to the following definitions:

* **Four star**: Quality that is world-leading in originality, significance and rigour.
* **Three star**: Quality that is internationally excellent in originality, significance and rigour but which falls short of the highest standards of excellence.
* **Two star**: Quality that is recognised internationally in originality, significance and rigour.
* **One star**: Quality that is recognised nationally in originality, significance and rigour.
* **Unclassified**: Quality that falls below the standard of nationally recognised work. Or work which does not meet the published definition of research for the purposes of this assessment.

Further information can be found at this [link](https://www.ref.ac.uk/2014/panels/assessmentcriteriaandleveldefinitions/).