

ACADEMIC CLASSIFICATIONS AND PROMOTIONS COMMITTEE

A committee of the Academic Board

There shall be an Academic Classifications and Promotions Committee:

- (a) which shall be constituted as follows:
 - (i) with regard to position:
 - 1) one external academic at Level E;
 - 2) one external academic at Level C or above;
 - 3) one SCD academic at Level C or above, from any Member Institution, including that of any applicant;
 - 4) the Chair of the Academic Board or the Chair's nominee from amongst members of the Academic Board other than the Dean or Directors of the SCD;
 - 5) the Dean or the Dean's nominee;
 - 6) such co-opted members as may be appropriate and approved by the Chair of the Academic Board;
 - (ii) with regard to number:

no less than four and no more than seven, including a minimum core group of four for the whole of each year;
 - (iii) with regard to area of expertise:
 - 1) at least one external person and at least two persons in total whose disciplinary expertise is similar or related to that of the applicant;
 - 2) at least one person in a position to give expert advice on the applicant's achievement and potential in relation to teaching, administration, and community service.
- (b) whose Chair shall be, with regard to Level A–D, the Chair of the Academic Board or the Chair's nominee and, with regard to Level E, the most senior of the external members;
- (c) whose duration shall be for three years, subject to availability;
- (d) which the Chair shall convene, with regard to Classification, normally twice a year and, with regard to Promotion, once a year;
- (e) whose terms of reference shall be as follows:
 - (i) to receive and assess the applications of academic staff seeking Classification or Promotion against the approved criteria;
 - (ii) to call for referees' reports and any further supporting evidence;
 - (iii) to recommend an academic Classification or Promotion to the Academic Board and, through the Academic Board, to the Council.