

## Summary of Changes to Academic Promotion Policy and Guidelines 2022

- Implementation of an “intent to apply” prior to submission. Contact the [Academic Promotions Coordinator](#) with your intent to apply for information on resources and support for your application.
- An *Exemption Request Form – Academic Promotion* has been developed for those applying for exemptions to: apply within the required two year timeframe at commencement at Western; apply within the two year timeframe of an application; request an extension of timeframe to be considered outside the standard five year period;
- Academic Promotion Policy updates:
  - Addition of aspects of Western’s Indigenous Strategy into Part A - Principles and Part C - Requirements for Promotion – Fields of Academic Practice;
  - Expansion of clause relating to achievements relative to opportunity to highlight non-traditional patterns of achievement and the inclusion of the diversity of career trajectories;
  - Refinement of information on eligibility to apply within the required 24 months after commencement at Western to provide clarity to staff as to how to proceed, further information is contained within the Guidelines;
  - Requirement of a two year waiting period for the appropriate development of a case for promotion. The option for a waiver of this timeframe after 12 months is available for approval by the Chair once endorsed by the Dean/Director.
- Academic Promotion Procedures have been incorporated into the Academic Promotion Guidelines document to provide one reference point.
  - Inclusion of a guide on assessing achievements relative to opportunity.
  - Removal of the requirement for referee reports for Level B and Level C applicants.
  - Level C applicants will now have one independent external assessor review their application. Level D and Level E remain the same.
  - Significant works for inclusion within the application for Level D and Level E is now three, down from five works.
  - Amendment to the composition of the Academic Promotion Committee.
- The Application form and CV form have been updated to reflect the amendments to Policy. Only these forms should be utilised for future applications.

Please contact the [Academic Promotions Coordinator](#) if you have any questions in relation to the Academic Promotion Policy or Guidelines.