**APPLICATION FOR ACADEMIC PROMOTION 2020-2021**

**LEARNING, TEACHING & SCHOLARSHIP: GRADE 7-8**

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| **APPLICANT DETAILS** | | | | |
| **Forename** | **Surname** | **Title** | **ORCiD[[1]](#footnote-1)** | **Staff Number** |
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| **College / University Services** | | **School / Research Institute / Service** | | |
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| **Current Track (e.g R&T, R-Only, LTS, Clinician, Research Scientist)** | | **Current Grade** | | **FTE** |
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| **Current Job Title** | | **Date appointed to current position** | | |
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| **Date appointed to the University** | | **PgCAP Completion Date** | | |
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| **Have you applied for promotion at UofG before? If yes, in which year?** | | **Are you currently sponsored under the UKVI’s visa rules and hold a Tier 2 (general) Leave to Enter Residence Permit?** | | |
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**Are you currently on ECDP or Academic Probation? Yes  No**

*If yes, please complete the following:*

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| **Academic Probation/ECDP** |  |
| **Current Year (Year 1, Year 2 etc)** |  |
| **PgCAP Status** |  |

**PROMOTION APPLIED FOR**

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| **Track (e.g. R&T, R-Only)** | **Change in Track?** | **Grade** | **Designation Sought** |
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Please note that UK Visas and Immigration rules for Tier 2 sponsored workers limit the extent to which roles can be changed without requiring a new visa. Advice on potential changes impacted by a positive promotion outcome, should be sought from the relevant College or University Services HR team at an early stage.

When reviewing the [promotion criteria](https://www.gla.ac.uk/media/Media_499581_smxx.pdf), please consider whether there are additional circumstances that might have had an impact on your ability to achieve the required criteria in one or more areas on which your application will be assessed. If such a consideration applies to you, please provide details in the box below:

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| *(Examples: Parental leave; disability; long-term absence due to ill health; time off to care for dependants)* |

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| Covid-19 |

Please use this space to highlight the impact of the current situation on your work since March 2020. Examples of this could be the effect of homeworking balanced with additional caring responsibilities, or the effect on research if lab space was not accessible. Alternatively, others may have found that opportunities for collaboration have increased. Please be as specific as possible on the outputs that were affected.

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**PROMOTION CRITERIA**

Your application will be assessed against the [promotion criteria](https://www.gla.ac.uk/media/Media_499581_smxx.pdf) relevant to your chosen career track, on the basis of the documentation submitted, including your curriculum vitae and outputs listing. Please outline how you have met the University’s criteria for promotion. Please also note the following requirements:

* Promotion of staff on fractional contracts will be based on demonstrating fractional performance in each qualifying performance dimensions, rather than by reducing the threshold number of qualifying dimensions.
* It is recommended that conversations with line managers be sought ahead of completing the application form.

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| **SECTION A: LEARNING & TEACHING PRACTICE** |

Consider your recent (six-year) record of substantive contribution to Learning and Teaching Practice, including normal routine activity. For example, external examination of UG and PG level, contribution/leadership of PGT growth. Leadership and innovation in improving the student experience. Roles in education policy development at local, national or international levels. Applicants should indicate how they have demonstrated excellence (e.g. through evidenced commitment to enhancing student learning and substantial achievement as an educator).

This statement should be no more than **750 words.**

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| **SECTION B: SCHOLARSHIP, KNOWLEDGE EXCHANGE & IMPACT** |

**OUTPUTS**

A report of all outputs, sourced from Enlighten, should be included with this application. Please detail below your most significant (4–6) outputs. When explaining your choice of output, please highlight the contribution that each output has made to advancing the field and refer to indicators of quality as appropriate to your discipline. Appropriate indicators include, for example, reference to (UK) REF panel criteria or benchmarked and subject-normalised citation metrics, but **not** journal impact factor.

In the case of jointly authored outputs, please state your contribution to the work[[2]](#footnote-2).

*This information will be auto-populated in the online application form*

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| **Title of output 1:** |  |
| **Output type (e.g. journal article, book chapter):** |  |
| **Title of journal / book (and publisher):** |  |
| **Year of publication:** |  |
| **URL (open access version, where available):** |  |
| **Author list[[3]](#footnote-3):** |  |
| **If jointly authored, state your contribution3:** |  |
| **Justification for inclusion:** |  |

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| **Title of output 2:** |  |
| **Output type (e.g. journal article, book chapter):** |  |
| **Title of journal / book (and publisher):** |  |
| **Year of publication:** |  |
| **URL (open access version, where available):** |  |
| **Author list4:** |  |
| **If jointly authored, state your contribution3:** |  |
| **Justification for inclusion:** |  |

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| **Title of output 3:** |  |
| **Output type (e.g. journal article, book chapter):** |  |
| **Title of journal / book (and publisher):** |  |
| **Year of publication:** |  |
| **URL (open access version, where available):** |  |
| **Author list4:** |  |
| **If jointly authored, state your contribution3:** |  |
| **Justification for inclusion:** |  |

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| **Title of output 4:** |  |
| **Output type (e.g. journal article, book chapter):** |  |
| **Title of journal / book (and publisher):** |  |
| **Year of publication:** |  |
| **URL (open access version, where available):** |  |
| **Author list4:** |  |
| **If jointly authored, state your contribution3:** |  |
| **Justification for inclusion:** |  |

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| **Title of output 5:** |  |
| **Output type (e.g. journal article, book chapter):** |  |
| **Title of journal / book (and publisher):** |  |
| **Year of publication:** |  |
| **URL (open access version, where available):** |  |
| **Author list4:** |  |
| **If jointly authored, state your contribution3:** |  |
| **Justification for inclusion:** |  |

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| **Title of output 6:** |  |
| **Output type (e.g. journal article, book chapter):** |  |
| **Title of journal / book (and publisher):** |  |
| **Year of publication:** |  |
| **URL (open access version, where available):** |  |
| **Author list4:** |  |
| **If jointly authored, state your contribution3:** |  |
| **Justification for inclusion:** |  |

**KNOWLEDGE, EXCHANGE & IMPACT**

Please provide a statement supporting the information that you have provided in section B which demonstrates your capacity to perform at the level which you are seeking. You may wish to consider your involvement with: industrial connectivity; partnership with private or public sector agencies or companies; influencing public policy; public engagement. Applicants should indicate how they have demonstrated excellence, e.g. through the advancement of pedagogy in Higher Education and evidenced influence on policy and practice across the wider educational landscape.

This statement should be no more than **250 words.**

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| **SECTION C: LEADERSHIP, MANAGEMENT & ENGAGEMENT** |

Consider your record of substantive contribution to Leadership, Management & Engagement. For example, leadership of strategic initiative and/or policy at School, Institute, College, national or international level; leadership in shaping the School/Institute/discipline in the University; leadership in shaping the discipline nationally and/or internationally; membership of key external committee(s) at both national and international level. Applicants should indicate how they have demonstrated excellence, e.g. through influencing learning and teaching practices, motivating colleagues, and co-ordinating activity that can be shown to have benefitted staff and students and to have supported the educational mission of the University.

This statement should be no more than **250 words.**

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| **SECTION D: ESTEEM** |

Consider your record of external esteem indicators. For example, winner of prizes and medals at national and international levels; membership/fellowship of learned societies and committee membership/chairmanship; invited/plenary talks at international conferences; reviewer of grants or publications for international research bodies; membership of editorial boards.

Excellence in esteem is intrinsic to the definition and so does not need to be evidenced further.

This statement should be no more than **250 words**.

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| **ACCOUNT OF PROFESSIONAL PRACTICE (APP)** |

Demonstrate your approach to evidence-based learning and teaching practice, enhancement of the student experience and to the dissemination of knowledge, knowledge exchange and impact. Indicate quality (e.g. scores for student evaluations) and development (e.g. actions taken in light of evaluations). This statement should be no more than **1600 words.**

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| **APPLICANT’S STATEMENT** |

Please detail any other information regarding career highlights which you would wish to include as key to your role within the University that has not been provided elsewhere in this form. This statement should be no more than **500 words**.

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| **STATEMENT FROM HEAD OF SCHOOL / DIRECTOR OF RESEARCH INSTITUTE** |

Do you support this application for promotion? Yes  No

Please provide a statement that supports your decision specifically addressing the merits of the case for promotion when assessed against the relevant [promotion criteria](https://www.gla.ac.uk/media/Media_499581_smxx.pdf).

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| **CONSENT & SIGNATURES** |

For your application to be assessed it will be necessary for this form to be shared with members of the College Promotion Committee and the Principal’s Board of Review.

By submitting your application, you are consenting to your information being shared with others involved with this process as noted above.

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| **Signature of Applicant** | **Date** |
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| **Signature of the Head of School / Director of Research Institute** | **Date** |
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1. https://www.gla.ac.uk/myglasgow/research/managingyourpublications/publicationsandresearchreputation/identifiers/orcid [↑](#footnote-ref-1)
2. The CASRAI (Consortia Advancing Standards in Research Administration Information) document may be helpful in articulating roles and contributions: <http://dictionary.casrai.org/Contributor_Roles>. [↑](#footnote-ref-2)
3. If there are more than 6 co-authors, simply list the number of co-authors. [↑](#footnote-ref-3)