**APPLICATION FOR ACADEMIC PROMOTION 2020 - 2021**

**RESEARCH & TEACHING - READER**

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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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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_503278_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_503278_smxx.pdf) relevant to your chosen career track, on the basis of the documentation submitted, including your spreadsheets, curriculum vitae and outputs listing. Please outline how you have met the University’s criteria for promotion. Please also note the following requirements:

* In addition to satisfying the Grade 9 criteria applicable to Senior Lecturer, applicants applying for Readership must meet three of the Professorial Zone 1 criteria from A1, A2, A3, B, and E. Of the three dimensions which are met, a Reader must show evidence of meeting the required criteria for either A1 (Outputs) or B (Impact). Regarding the Professorial Zone 1 criteria, it is expected that Readership candidates will demonstrate collegiality in each qualifying dimension. Collegiality will be a defining factor in borderline cases.
* Meeting the promotion threshold for any one of the dimensions is based on the judgement of the promotions panel and not on meeting a preponderance of criteria within that dimension.
* Promotion of staff on fractional contracts will be based on demonstrating fractional performance in each qualifying performance dimension, 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.
* Applications will be based on academic activity in the recent six-year period.

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| **SECTION A: RESEARCH & SCHOLARSHIP** |

**OUTPUTS**

A report of all outputs, sourced from Enlighten, should be included with this application. Please detail below your most significant (4-6) outputs[[2]](#footnote-2). 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[[3]](#footnote-3).

*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[[4]](#footnote-4):** |  |
| **If jointly authored, state your contribution3:** |  |
| **Justification for inclusion:** |  |
| **Please indicate the likely rating of this output, in REF terms****[[5]](#footnote-5), and the justification for that rating:** |  |

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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 list**4**:** |  |
| **If jointly authored, state your contribution3:** |  |
| **Justification for inclusion:** |  |
| **Please indicate the likely rating of this output, in REF terms**5**, and the justification for that rating:** |  |

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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 list**4**:** |  |
| **If jointly authored, state your contribution3:** |  |
| **Justification for inclusion:** |  |
| **Please indicate the likely rating of this output, in REF terms**5**, and the justification for that rating:** |  |

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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 list**4**:** |  |
| **If jointly authored, state your contribution3:** |  |
| **Justification for inclusion:** |  |
| **Please indicate the likely rating of this output, in REF terms**5**, and the justification for that rating:** |  |

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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 list**4**:** |  |
| **If jointly authored, state your contribution3:** |  |
| **Justification for inclusion:** |  |
| **Please indicate the likely rating of this output, in REF terms**5**, and the justification for that rating:** |  |

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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 list**4**:** |  |
| **If jointly authored, state your contribution3:** |  |
| **Justification for inclusion:** |  |
| **Please indicate the likely rating of this output, in REF terms**5**, and the justification for that rating:** |  |

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| **In demonstrating performance in the outputs criteria, applicants should indicate how they have demonstrated collegiality, e.g. meet funder and REF requirements for Open Access[[6]](#footnote-6) and show a commitment to open research, as appropriate to the discipline (open research encompasses all activities undertaken to share research as widely and as early as possible, including through the transparency of data, methods, materials, design and analysis, and practices that support replication[[7]](#footnote-7)).**  **Excellence will be demonstrated by the quality of outputs listed above, and the indicators of quality.**  This statement should be no more than **100 words**. |
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**AWARD GENERATION**

Please include a completed [Grant Calculation Spreadsheet (Appendix 1).](https://www.gla.ac.uk/media/Media_557352_smxx.xlsx) **Copy to be returned with promotion application form**

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| **Applicants should indicate how they have demonstrated collegiality [e.g. leading research funding initiatives that have generated income in the support of research by others (e.g. including less senior academics as co-investigators), and large-scale institutional bids] and excellence [e.g. prestige of funder or scheme (e.g. fellowships, highly selective schemes)].**  This statement should be no more than **100 words**. |
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**PGR/RESEARCH SUPERVISION**

Please include a completed [Appendix 2: PGR Calculation spreadsheet](https://www.gla.ac.uk/media/Media_561445_smxx.xlsx). **Copy to be returned with promotion application form**

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| **Applicants should indicate how they have demonstrated collegiality [e.g. collaboration with peers on a Doctoral Training Centre (DTC) application (or equivalent training programme) or acting as a second supervisor in support of primary supervision by a colleague] and excellence (e.g. the success of supervised students, completion rates, or student prizes).**  This statement should be no more than **100 words**. |
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| **SECTION B: IMPACT** |

Research impact is defined as an effect on, change or benefit to the economy, society, culture, public policy of services, health, the environment or quality of life, beyond academia. The case for impact can address any dimension of impact beyond academia: economical (including spin-outs), societal, cultural, policy or health-related.

Impact outcomes must:

* Contain evidence that focuses on the impact outcome itself, as opposed to impact-generating activity.
* Contain the details of the key contributing role of the staff member.

Activities that might lead to future impact but that have not led to demonstrable change (i.e. to impact) should be described instead in Section D (Leadership, Management & Engagement).

Please complete this section by choosing **one** of the options listed below;

* completing an Impact Case Study Template (Appendix 3)
* summarising in the box below, the impact that has derived from your research
* providing a link to a REF Impact case study where relevant below

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| **Please summarise here the impact that has derived from your research. Appendix 3 can be used as a guide as how to structure your narrative.**  **Applicants should also indicate how they have demonstrated collegiality (collaboration on impact-generating activities or sharing external contacts/impact partners with colleagues) and excellence (providing rigorous evidence of the change that research has made outside academia).**  This statement should be no more than **250 words.** |
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| REF Impact Case Study weblink: |

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| **SECTION C: 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 substantial achievement as a practitioner, leader and manager of teaching that influences practice within or across disciplines).

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

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| **SECTION D: 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 (i.e. by the instigation of change within the University to the wider benefit of staff or students).

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

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| **SECTION E: 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.

Applicants should indicate how they have demonstrated collegiality, e.g. supporting colleagues (especially those who are at earlier career stages) through prize/medal nominations or facilitating the appointment of colleagues to external bodies (e.g. societies and committees).

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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| **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 for 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_503278_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. For this purpose, the REF definition of ‘output’ (section 217, [Guidance on Submissions](https://www.ref.ac.uk/media/1092/ref-2019_01-guidance-on-submissions.pdf)) will be used: ‘In addition to printed academic work, research outputs may include, but are not limited to: new materials, devices, images, artefacts, products and buildings; confidential or technical reports; intellectual property, whether in patents or other forms; performances, exhibits or events; and work published in non-print media.’ [↑](#footnote-ref-2)
3. 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-3)
4. If there are more than 6 co-authors, simply list the number of co-authors. [↑](#footnote-ref-4)
5. In REF, outputs are assessed on a 1\*–4\* scale of based on the criteria of originality, significance and rigour. A 4\* output is world-leading in terms of originality, significance, and rigour. A 3\* output is internationally excellent in terms of originality, significance, and rigour but falls short of the highest standards of excellence. A 2\* output is recognised internationally in terms of originality, significance, and rigour. [↑](#footnote-ref-5)
6. https://www.gla.ac.uk/myglasgow/openaccess/ [↑](#footnote-ref-6)
7. For guidance, refer to the eight Transparency and Openness Promotion (TOP) guidelines (<http://cos.io/top>) and the FAIR data principles, which aim to make data Findable, Accessible, Interoperable and Reusable (<https://www.force11.org/group/fairgroup/fairprinciples>). [↑](#footnote-ref-7)