# Academic Promotion – Pre-Committee Outcome Report

To be completed by Head of School/Department on behalf of the Committee and sent electronically to the Faculty Pro-Vice-Chancellor (with a copy to Human Resources – BR-HR-Promotions@exmail.nottingham.ac.uk) prior to the first meeting of the relevant Promotion Committee.

School/Department: Click or tap here to enter text.

Head of School/Department: Click or tap here to enter text.

Pre-Committee Members:

|  |
| --- |
|  |

Please complete the following details for all staff whose promotion applications were considered by the School/Faculty Pre-Committee Meeting (a separate pro-forma can be used for each level or one combined pro-forma for all levels).

Please ensure that pathways are grouped in order, Research & Teaching first, Teaching & Curriculum Leadership second and Research third.

Under ‘Recommendation’ please indicate whether the Pre-Committee either:

1. Supports the promotion as requested.
2. Suggests a more appropriate level.
3. Suggests the promotion level is premature.

Options b) and c) must always be supported by a brief commentary which is reflective of the pre-committee discussion.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Pathway | Name | Job title | Promotion sought (level) | Recommendation | Comments |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |