



UNIVERSITY OF ENVIRONMENT AND SUSTAINABLE DEVELOPMENT

OFFICE OF THE REGISTRAR (HR DIVISION)

AREAS OF ASSESSMENT FOR ALL GRADES (SENIOR MEMBERS - TEACHING)

1.0 QUALIFICATIONS FOR PROMOTION

1.1 Promotion from Assistant Lecturer/Assistant Research Fellow to Lecturer/Research Fellow/Junior Assistant Librarian

- i. Upgrade from Assistant Lecturer or Assistant Research Fellow to Lecturer or Research Fellow shall be based on the production of a PhD certificate in a relevant discipline.
- ii. Upgrade from Junior Assistant Librarian to Assistant Librarian shall be based on the production of at least one (1) publication in a refereed journal after his/her appointment into the University.

1.2 Lecturer/Research Fellow/Assistant Librarian to Senior Lecturer/Senior Research Fellow/Senior Assistant Librarian or Equivalent Grades

- i. The candidate must possess a PhD.
- ii. Must have served in the University or an analogous institution as Lecturer/Research Fellow/Assistant Librarian for a minimum of four (4) years.
- iii. A minimum of 6 publications from original research in the case of Lecturer/Assistant Librarian and 8 publications in the case of Research Fellow. In all cases, the publications must have been made after one's appointment to the present rank. At least 2 and 4 of the publications must be published in refereed journals for Lecturer/Assistant Librarian and Research Fellow respectively.
- iv. At least 1 paper must be sole authored and the lead author in 2 papers.
- v. Must receive favourable assessment by the Head of Department, School Appointments and Promotions Sub-Committee and the University Appointments and Promotions Committee.

Research Fellows should have at least one funded Research Proposal or Consultancy.

- i. The candidate must score a minimum of either:
 - a. 'High' in any two (2) of the assessable areas and 'Adequate' in the third area; OR

- b. 'Good' in all the three (3) assessable areas.
- ii. For Research Fellows, the applicant must score 'High' in Promotion of Knowledge.
- iii. Papers already considered for promotion from previous grades shall not be counted towards Promotion to the next grade.

1.3 Senior Lecturer/Senior Research Fellow/Senior Assistant librarian to Associate Professor/Deputy Librarian

A candidate must have a PhD and must have served in the University or an analogous institution as a Senior Lecturer/Senior Research Fellow/Senior Assistant Librarian for a minimum of Four (4) years.

- i. A minimum of 8 publications from original research in the case of Senior Lecturer/Senior Assistant Librarian, and a minimum of 12 publications from original research in the case of a Senior Research Fellow. At least 6 and 10 of the publications must be published in refereed journals for Senior Lecturer/Senior Assistant Librarian and Senior Research Fellow respectively.
- ii. At least 1 paper must be sole authored and the lead author in 2 papers.
- iii. Must receive favourable assessment by the Head of Department, School Appointments and Promotions Sub-Committee and the University Appointments and Promotions Committee.
- iv. The candidate must score a minimum of a. 'High' in any two (2) of the assessable areas plus b. 'Good' in the third assessable area.
- v. Papers already considered for promotion from previous grades shall not be counted towards promotion to the next grade.

1.4 Associate Professor/Deputy Librarian to Professor/ Librarian

A candidate must:

- i. have a PhD and should have served in the University or an analogous institution as Associate Professor/Deputy Librarian for a minimum of two (2) years.
- ii. have a minimum of 12 publications from original research in the case of Associate Professor (Lecturing Category)/Deputy Librarian and a minimum of 16 Publications from original research in the case of Associate Professor (Research Category). At least 8 and 12 of the publications must be published in refereed journals for Associate Professor (lecturing category)/Deputy Librarian and Associate Professor (research category)

- iii. at least 1 paper must be sole authored and the lead author in 3 papers.
- iv. receive favourable assessment by the Head of Department and School Appointments and Promotions Committee
- v. have attracted research funding/consultancy that benefited the University as an added advantage for Associate Professor (lecturing category)/Deputy Librarian and as mandatory for Associate Professor (research category)
- vi. The candidate must score 'High' in all the three (3) assessable areas.
- vii. Papers already considered for promotion from the previous grades shall not be counted towards promotion to the next grade.