

## Office of the Deputy Vice-Chancellor

 <p><b>LIVERPOOL HOPE UNIVERSITY</b> Est. 1844</p>	<p><i>The Revd Canon Professor Kenneth G C Newport DPhil, DD (Oxon)</i></p>
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### **GUIDANCE TO MOVE FROM PRINCIPAL LECTURER TO ASSOCIATE PROFESSOR**

The University has a number of Principal Lecturers who a desire to move to an Associate Professorship within the next two years. This paper outlines the mechanism for this. Please note the following:

1. There is already an established route to move from Principal Lecturer to Associate Professor and at least two colleagues have already successfully taken this option. Going forward the same process will remain in place, which means that any Principal Lecturer who wishes to become an Associate Professor will need to produce evidence only in the area of research. Colleagues are reminded that in order to meet the requirements for Associate Professor, research outputs must equate to an overall grading of at least 3\*. It is standard that in coming to a view the panel will take into account the “frequency, duration and currency” of publications.
2. Any current Principal Lecturer who intends to submit an application to move to Associate Professor is not expected to carry out research principally in the area of pedagogy. Of course, where pedagogy is the colleague’s particular area of interest, then pedagogical research is entirely appropriate but for others who do wish to make such an application, the “*requirement*” of the role profile to work principally in pedagogy is waived.
3. Any Principal Lecturer who wishes to make the case to move to Associate Professor may do so at any time. A senior committee will meet twice each year (normally in June and December) to consider any applications that have been submitted. The committee will be same committee that would normally sit for the standard Associate Professor promotions round.
4. The focus of the Committee’s deliberations will be on research. Only in the unlikely event that a current PL has been formally notified by a Head of a concern with regard to performance in ‘teaching and learning’ or ‘wider contribution’ will these areas be taken into consideration.

5. The panel will come to a view and make a recommendation to the Vice-Chancellor, who will take the final decision.

It is very important that any colleague who wishes to apply for an Associate Professorship works with an appropriate mentor to plan out the best course of action leading towards the desired goal. This may be the Head of School or Department, although the Principal Lecturer is welcome to speak with other senior colleagues. It is important that a potential applicant does access *high-level* advisors so that both the range and quality of the research activity is fully aligned with the expectations of the Associate Professor role profile. The PVC (Research) will be available to discuss this if requested, as will other senior leaders.

While there is no reduction in teaching hours, in this particular context colleagues are reminded that the new workload model does include some flexibility in the broad area of “flexible hours”. Colleagues would be advised to speak with their Head to request these to be allocated to research activity given the ambition to move across to an Associate Professorship.