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Reg. no STYR 2015/735

LUND UNIVERSITY
School of Economics and Management

Faculty Board

Preparation of decisions by the Faculty Board on review for promotion to professorship

Background

Since 1999, it has been possible for a senior lecturer to be promoted to professor. Up to 2011, being reviewed for promotion was a right but, as of 2011, the employer determines which cases are to be taken up for review.

The reform to the promotion rules has led to an increase in the number of professors but it does not appear to have led to increased gender equality. During 2014 and 2015, the question of the proportion of professors who are women has received renewed attention; the School of Economics and Management, together with the Faculty of Engineering, has the lowest proportion of female professors. From a University-wide perspective, it has been observed that targeted recruitment should be carried out with the purpose of promoting diversity in this respect (*Regulations on procedures preceding vice-chancellor's decisions on appointments as professor*, reg. no STYR 2015/137 and the University board decision of 4 September 2014 *Jämställdhetsarbete avseende professorer*, reg. no STYR 2014/682). These state that each decision of a strategic nature, in which financial means are allocated by the University or by various faculties, should be preceded by a gender equality analysis to ascertain what consequences can be expected from a gender equality perspective. Furthermore, the need for international recruitment and targeted recruitment within strategic areas means that the appointment of professors through calls for applications or direct appointment will continue alongside promotions in the future as well.

Preparation of promotions

The applicable regulations basically mean that two decisions are required for promotion, the decision by the Faculty Board to consider the case for review and the decision on promotion after the review of qualifications by the Academic Appointments Board. The review of qualifications is regulated by Lund University's appointment rules (Reg. no STYR 2014/676) and the *General requirements profile and assessment criteria for appointments as professor, visiting professor and adjunct professor at LUSEM*, reg. no STYR2015/865. This review and the final decision on promotion are not dealt with further in the present document.

Lund University's appointment rules state that "Decisions on promotion to a position requiring higher qualifications are to be based on strategic considerations. The considerations are to include an assessment whether the applicant has submitted documented contributions to the development of the

organisation and is deemed to be suitable for promotion.” The Faculty Board is responsible for taking a position on matters of promotion, and a proposal is detailed below for the preparation of a case before a decision on review for promotion to a professorship.

Basic principles henceforth

In order for a promotion case to be reviewed, all the basic criteria regarding both the strategic considerations and the general qualification requirements must be met (*Lund University appointment rules*, reg. no STYR 2014/676).

Thus the following must apply:

1. Very strong research, teaching and other expertise are mandatory requirements.
 - *Note:* Additions to the general qualification requirements will be obtained from each department with regard to general subject-specific considerations. The additions are to be brief, concise and reflect a high level of requirements. They are to be processed and approved by the Academic Appointments Board.
2. There must be a need within the organisation for the relevant expertise at the professorial level.
 - *Note:* The need to be satisfied with a promotion must be documented. Ultimately, the priorities of the School of Economics and Management are to be the guiding principles.
3. The necessary financial resources must be available, as documented by the department.

Case management henceforth

It has previously been said that all matters of promotion to professorships for the next year are to be included in the department’s human resources plan and budget. In order to relieve the heads of department and department management of the burden to choose between individuals, a special body is set up, referred to below as the *preparatory group* which, once a year, well in advance of the budget process, is to review the expressions of interest submitted by individuals who wish to be considered for promotion.

The preparatory group is to consist of professors at the School of Economics and Management, with the possibility of appointing one member (professor) from another faculty; it is appointed annually by the faculty management and composed after the expressions of interest have been received, so as to avoid direct conflict of interest. The preparatory group is normally to consist of a representative of the faculty management along with three other professors.

The proposed procedure is as follows:

1. The individual staff member registers his or her interest in being reviewed for promotion. The expression of interest is to be submitted to the Faculty Board and sent to the head of the dean’s office.
 - a. Instructions on the content of the expression of interest are specified below.
2. The expressions of interest received are considered by the faculty management which assesses needs and available resources in general

terms. The faculty management requests the views of the department concerned via the head of department. The management states which strategic aspects should be assessed in the continued preparatory work and is responsible for producing documentation concerning the availability of resources.

3. The preparatory group reviews the expressions of interest and assesses:
 - a. Each applicant's qualifications on the basis of the relevant qualification requirements (taking into account the additions provided by the department).
 - b. To what extent the applicant's profile is in line with the long term objectives of the School of Economics and Management and the department.
 - c. Resources available.
 - d. All expressions of interest received from the point of view of qualifications and diversity, including the potential difficulty for future applicants to be promoted.
4. The faculty management is responsible for processing the documentation which has come in from the preparatory group for consideration by the faculty board. In cases where the request for review is denied in step 2, this is to be documented and included in the documentation on the decision.
5. The Faculty Board decides which applicants are to be given the opportunity for review during the coming year.
6. The applicants who have received a positive reply register an application with the Academic Appointments Board according to the standard procedure. Proposals for experts are drawn up by the Academic Appointments Board.

The procedure described above is to keep to a set annual timetable. It is proposed that the expressions of interest in point 1 should be registered by the last day of February at the latest for a decision in the spring (the Faculty Board's last meeting of the spring semester); the financial conditions have by then been finalised in the budget process.

Instructions for expressions of interest

An expression of interest in being reviewed for promotion is to include:

- Complete curriculum vitae
- Planned future research, teaching and other activities (maximum four pages)