



Midterm review of associate senior lecturers

Planning and follow-up of work

The purpose of the midterm review is to document how the acquisition of qualifications for the post of associate senior lecturer is progressing. This review should not be confused with a staff development review or equivalent.

The midterm review is carried out by the head of department or person delegated by the head of department following two years of employment.¹ The review takes place at a formal meeting. During the meeting, the head of subject or person responsible for mentorship of the associate senior lecturer in question must participate.

The review should primarily relate to the requirements for promotion to senior lecturer listed in SLU governing documents² (as well as any specific criteria stated in connection with the advertisement) that regulate employment as a senior lecturer.

The review should address the following:

- how the work is progressing in relation to the promotion criteria;
- if the established objectives will be met within the current plan;
- if measures need to be taken to strengthen development/acquisition of qualifications, and if so which measures;
- plans for the final period.

The department documents and registers the review and submits an electronic copy to the dean and the secretary of the academic appointments board (LFN). A copy must be sent to the associate senior lecturer in question.

In connection with the review, the department management must decide whether the general conditions for concluding the work, within the subject field and at the department, are sufficient. If the conditions are not deemed sufficient, the department is responsible for rectifying measures and scheduling a follow-up of

¹ Consideration must be given to any leave due to parental leave, illness or similar special reasons.

² “Riktlinjer för tillämpning av AO 2013 för BUL anställd med stöd av denna” and “allmänna bedömningsgrunder till AO 2018 för BUL anställd efter 1 april 2018 enligt AO 2018”. Only in Swedish.

these. Non-conformities or problems deemed as involving risks for the associate senior lecturer's possibility of being promoted to senior lecturer must be communicated to the dean.

Midterm review of employment as associate senior lecturer

The department documents the review. A copy must be sent to the associate senior lecturer and the faculty LNF secretary. Attach any further documentation.

Name:

Summary of the ongoing work. The starting point is the job advertisement and promotion criteria as well as other agreements:

Comments:

Joint assessment of the conditions for completion within the set period:

Location and date

Head of department/equivalent

Associate senior lecturer