

**GEORGIA TECH RESEARCH INSTITUTE
RESEARCH PROMOTION SCORESHEET**

Promotion to Senior Research _____

Name _____ **Unit** _____

Time in Rank: _____ yrs _____ mths **Experience since BS:** _____ yrs _____ mths

Experience since MS: _____ yrs _____ mths **Date of Ph.D:** _____

Is this an exception? **Y** **N** **Type of exception** **Time in Rank?** **Masters?**
(Select all that apply) **Full-time, relevant experience?**

Justification for this exception: _____

Do you agree to support the exception? **Y** **N**

Requirements:

In the following, only scores of 0, 1, or 2 are to be used, with no fractional scores. Accordingly, a grade of Superior is not to be understood as perfection but rather performance commensurate with good work at a Senior Research level. Acceptable indicates that significant accomplishment has been documented but is not yet sufficient to be counted Superior.

a) Mastery of a Complex and Difficult Field

Score: (0 – Not acceptable or documented, 1 – Acceptable, 2 – Superior)

Basis for Score (*required*):

b) Technical Contributions and Innovation

Score: (0 – Not acceptable or documented, 1 – Acceptable, 2 – Superior)

Basis for Score (*required*):

c) Supervision of Others

Score: (0 – Not acceptable or documented, 1 – Acceptable, 2 – Superior)

Basis for Score (*required*):

d) Sponsored Program Development

Score: (0 – Not acceptable or documented, 1 – Acceptable, 2 – Superior)

Basis for Score (*required*):

e) Representation: Service/Dealings with Outside Organizations

Score: (0 – Not acceptable or documented, 1 – Acceptable, 2 – Superior)

Basis for Score (*required*):

1. **Meets Minimum Guidelines (a=2 & at least two of b thru e each = 2)**

2. **Total Score (10 max)**
(Promotion requires Y and total score ≥ 6 , or ≥ 7 for an agreed exception.)

3. **PROMOTE**

PROMOTION GUIDELINES

PROMOTION TO:

Senior Researcher - 4 years as Researcher II

- For candidates holding the Doctoral degree, employment prior to employment at Georgia Tech will be considered if adequately documented, and the four-year time in rank requirement reduced to two (2) years for candidates so qualified. Employment prior to Georgia Tech plus employment at Georgia Tech must be four years or more with a minimum of two (2) years in rank at Georgia Tech.

As used in this document, "years of experience," "years in rank," and "years at Georgia Tech" are to be as of July 1st of the year in which the promotion would take effect.

Senior Researcher:

In addition to required years in rank, this rank requires one of the following:

- A Master's degree and seven (7) years of relevant full-time experience after completion of that degree,
- A Master's degree and nine (9) years of relevant full-time experience after completion of a Bachelor's degree, or
- A Doctoral degree and four (4) years of relevant full-time experience after completion of a Bachelor's degree.

The rank of Senior Research Scientist is reserved for those professionals who have demonstrated a level of scholarly achievement and technical, managerial, and entrepreneurial productivity commensurate with the highest standards of Georgia Tech. Achievements should include recognized contributions to their specific technical disciplines; supervision of other research professionals through review and approval of proposals, technical reports and other communications; and representation of Georgia Tech to external organizations for the purpose of obtaining, managing, and performing high-quality sponsored research programs. Preference will be shown for qualified personnel holding a Doctoral degree in their specified discipline.

In addition to the basic requirements, above, demonstrated superior performance of professional duties is required as follows:

- A. Peer recognition of mastery of a complex and difficult field of specialization as demonstrated through authorship of refereed papers and/or products developed and delivered to the sponsor community such as software or hardware, and documented impacts of these products. The latter may come in the form of sponsor satisfaction testimonials. While emphasis will be given to authorship of journal and symposium papers which have been refereed, recognition will also be given to contributions to other journals, organizational publications, widely distributed reports which effect an education and technology information transfer; and at least two (2) of the following B through E.
- B. Important technical contributions and innovation as documented in formal reports of several projects over a minimum time of four (4) years prior to recommendation for promotion.
- C. Supervision of others' work by virtue of being a program manager, project director/principal investigator, co-project director/principal investigator, or task leader on sponsored research of such magnitude as to require guidance and supervision of other professionals.
- D. Substantial documented contributions in sponsored program development.
- E. Superior ability in representing the School/Center/Laboratory/Georgia Tech in service to and dealings with outside organizations.