

NMIT ACADEMIC PROGRESSION POLICY

MOKAMOKA WHAKAAETANGA | APPROVAL DETAILS

| | | | |
|----------------------|--------------------|--------------------|------------------------------|
| Section | People and Culture | | |
| Approval Date | 18.06.2026 | Sponsor | People and Wellbeing Manager |
| Next Review | 01.01.2029 | Approved by | SLT |

NGĀ WHAKATIKATIKA | AMENDMENT HISTORY

| Version | Effective Date | Created/ Reviewed by | Reason for review / comment |
|---------|----------------|----------------------|-----------------------------|
| 1 | 01.01.2026 | Transition Lead | New |

Mō wai me te whānuitanga | Audience and scope

This policy applies to:

- all academic employees holding permanent full-time or proportional appointments
- all academic employees belonging to a collective employment agreement (CEA) or an individual employment agreement (IEA) in which case the relevant agreement will take precedent
- progression within and between academic grades, and associated salary movements

This policy **does not** apply to:

- academic employees on a fixed term appointment, or contractors, or volunteers.
- tutorial or institute-wide salary increases and increases negotiated within employment agreements.

This policy should be read in conjunction with the [NMIT Academic Progression Procedure](#) which provides detailed guidance to support implementation of this policy.

Te Pūtaki | Purpose

The purpose of this policy is to provide guidance for our commitment to acknowledging, rewarding and supporting the advancement of academic kaimahi who demonstrate high performance standards and strong academic leadership within and across NMIT.

Ngā Mātāpono | Principles

Giving Effect to Te Tiriti o Waitangi

NMIT is committed to fulfilling our responsibilities and obligations as a Te Tiriti o Waitangi partner and to being reflective and open as we work towards excellence in our ways of working to give effect to te Tiriti.

We strive to embed culturally appropriate processes and responses into our practices for supporting and enabling career and salary progression of our kaiako.

Quality and culture

As a learning organisation, we support and encourage excellence in teaching practice within a strong learning and research culture. NMIT acknowledges academic employee achievement by providing professional career advancement through a clear progression pathway within and between Academic Grades.

Best Practice

NMIT commits to supporting and demonstrating best practice, accountability and compliance with all standards, expectations and requirements relating to the employment and progression of academic staff, and as detailed in the relevant collective agreement.

Our Values

NMIT values guide our behaviour as an organisation and establish a foundation for how we all work as part of the NMIT community. Students and staff alike have an individual and collective responsibility to behave in ways that uphold our values and maintain integrity and quality in everything we do.

Kaupapa Here | Policy Statements

- NMIT conducts an academic career and salary progression cycle and process that is transparent and fair and meets the intent and requirements of the *TEU Kaimahi Collective Agreement, Section 3.3 Salary Progression*.
- The Chief Executive Officer considers and approves all recommendations for career and salary progression, and the allocation of funds.
- The decisions of the academic progression process and Chief Executive Officer are final; there is no appeal process available.
- NMIT allocates funds annually to support salary and career progression equivalent to 0.5% of academic salaries.
- The NMIT Agreement Monitoring Committee is responsible for monitoring implementation of the academic progression process in accordance with *TEU Kaimahi Collective Agreement, Schedule A, 2.1.1 a) and 2.1.1 b)*.

Career Progression

Career progression provides a career pathway to more senior academic positions, whereby:

- Academic Staff Members (ASMs) may seek progression to SASM
- Senior Academic Staff Members (SASMs) may seek progression to PASM

Salary Progression

Salary progression acknowledges and rewards academic staff who are working beyond the scope of their role via a process whereby:

- Academic Staff Members (ASMs) may seek an accelerated or double increment within the ASM salary band
- Academic Staff members (ASMs) may seek to progress from Salary Step 8 to Salary Step 9 on completion of requirements stipulated in the relevant collective agreement.
- Senior Academic Staff Members (SASM) may seek a salary increase WITHIN the SASM salary band
- Principal Academic Staff Members (PASM) may seek a salary increase WITHIN the PASM salary band.

NMIT will apply the criteria for salary progression from *Factors Characterising ASMs, SASMs and PASMs* as detailed in the TEU Kaimahi Collective Agreement.

In all cases, approved increases apply to base salary and are not affected by market allowances.

Pūrongo me te Whakapūmau | Reporting and Assurance

| Regular reports will be submitted to Council and/or a committee of Council: | |
|---|---|
| Submitted by | People and Wellbeing Manager |
| Submitted to | Senior Leadership Team |
| What must be reported | Summary of academic and career progression applications, decisions and outcomes |
| Reporting cadence | Annual |
| Is immediate escalation required for material events? | No |

Ngā Haepapa | Responsibilities

| Role | Responsibilities |
|--------------------------------|---|
| People and Wellbeing Manager | <ul style="list-style-type: none"> Develop, promote, implement and coordinate an academic career progression cycle and process that meets the intent and requirements of <i>TEU Kaimahi Collective Agreement, Section 3.3 Salary Progression</i> in conjunction with the Agreement Monitoring Committee. Implement and communicate outcomes; and apply approved increases. Manage records in accordance with the Public Records Act. |
| Agreement Monitoring Committee | Monitor implementation of the following specified areas within the <i>TEU Kaimahi Collective Agreement, Schedule A, 2.1.1 a) and 2.1.1 b)</i> : <ol style="list-style-type: none"> progression to SASM and PASM progression within the SASM grade |
| Chief Executive Officer | Review, consider and approve recommendations for career and salary progression. |

Ngā Tikanga | Definitions

| Term | Definition |
|--------------------|--|
| Academic grades | There are three academic grades referred to, with increasing seniority: <ul style="list-style-type: none"> Academic Staff Member (ASM) Senior Academic Staff Member (SASM) Principal Academic Staff Member (PASM) |
| Academic steps | There are 11 academic salary steps within the ASM grade. There are no steps within the SASM and PASM grades. |
| Career progression | Movement to a more senior academic grade |
| Salary progression | Movement to a higher salary step (ASM) or salary (SASM and PASM) within an academic grade |

Ngā Hononga ki Tuhinga kē | Links to other documents

NGĀ KAUPAPA-HERE E HANGAI ANA | RELATED POLICIES

NMIT Remuneration Policy

[NMIT Performance Management Policy](#)

[NMIT Information and Records Management Policy](#)

NGĀ TUKANGA ME NGĀ HĀTEPE | RELATED PROCESSES, PROCEDURES

[TEU Kaimahi Collective Agreement.pdf](#)

NMIT [Kaimahi Hub - Forms and Guides](#) Salary Progression