



## UTAS Visiting Fellows and Visiting Scholars Program Policy

Responsible Officer	Provost
Approved by	Vice-Chancellor
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Relevant Legislation, Ordinance, Rule and/or Governance Level Principle	N/A
Responsible Organisational Unit	Office of the Provost

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## **1 Objective**

This policy outlines the arrangements for the UTAS Visiting Fellows and Visiting Scholars Program. It should be read in conjunction with the UTAS Visiting Fellows and Visiting Scholars Program Procedures.

The Program offers Visiting Fellowships and Visiting Scholarships to support short-term visits to UTAS by academics, scholars and other eminent individuals, normally from outside of Tasmania. The Program is designed to benefit areas or activities of strategic priority for UTAS by, for example:

- Strengthening academic networks to underpin ongoing scholarly activity;
- Achieving scholarly outcomes (e.g. publications) in key areas, through research leadership and collaborative research;
- Enhancing the professional development of UTAS staff through exposure to teaching and learning leaders;
- Enhancing educational programs through collaborative teaching projects; and
- Raising the scholarly and public profile of UTAS.

## **2 Scope**

The scope of this policy is:

- All staff involved in nominating, selecting and arranging visits by UTAS Visiting Fellows and Visiting Scholars;
- All nominees and participants in the UTAS Visiting Fellows and Visiting Scholars Program.

## **3 Policy Provisions**

### **3.1 Funding the Program**

The Program is funded from Council's special five-year strategic allocation agreed in 2008. Approximately \$1,000,000 is potentially available from mid-2009. On this basis, it is anticipated that annual budgets will be: 2009—\$100,000; 2010—\$200,000; 2011—\$200,000; 2012—\$200,000; 2013—\$200,000; 2014—\$100,000.

### **3.2 Program Description**

The Program supports two categories of visitor: Visiting Fellows and Visiting Scholars.

### **3.3 UTAS Visiting Fellows**

UTAS Visiting Fellows will normally be internationally well-known individuals who are making high-profile visits to UTAS. The University will normally make a substantial financial contribution. Duration of a visit is typically around 3 months, with costs of

around \$25,000-\$30,000, although shorter visits will sometimes be appropriate. This level of support is normally reserved to support high-profile visits by internationally well-known individuals: the title 'UTAS Visiting Fellow' is restricted to these high-profile visits where the program is making a substantial financial contribution.

To be eligible to be considered for a UTAS Visiting Fellowship a nominee must, as a minimum, hold a PhD or equivalent.

### **3.4 UTAS Visiting Scholars**

UTAS Visiting Scholars may be internationally well-known individuals whose visit is not high profile, or they may be less well-known. The University's financial contribution will normally be more modest than that awarded to UTAS Visiting Fellows.

To be eligible to be considered for a UTAS Visiting Scholarship a nominee must, as a minimum, hold a PhD or equivalent.

### **3.5 Funding Available for Visits**

The program provides an indicative maximum funding level for each category of visitor, but allows the flexibility to exceed these maxima in appropriate circumstances.

As guidelines, the following are the maximum amounts likely to be granted by the Program Selection Committee:

UTAS Visiting Fellows – \$25,000-\$30,000

UTAS Visiting Scholars – \$8,000

### **3.6 Nomination and Selection**

Details regarding the nomination, selection and invitation processes for visits can be found in the UTAS Visiting Fellows and Visiting Scholars Program Procedures.

### **3.7 Program Administration**

The UTAS Visiting Fellows and Visiting Scholars Program and the program budget is administered by the Office of the Provost. Individual visits are administered by the sponsoring organisational unit, and should involve liaison with the Media Office and Events and Protocol, as appropriate.

Maintaining post-visit contact with past visitors is primarily the responsibility of the sponsoring organisational unit. However, the Alumni Office may also maintain ongoing contact. Successful visits could be followed up by further invitations, honorary appointments and so on.

### **3.8 Program Review**

The UTAS Visiting Fellows and Visiting Scholars Program will be evaluated periodically to assess matters such as the:

- Appropriateness of the budget allocation;

- Adequacy of the program structure, guidelines and procedures; and
- Benefits of running the program, relative to costs.

#### 4 Supporting Documentation

- UTAS Visiting Fellows and Visiting Scholars Program Procedures

#### 5 Versioning

Former Version(s)	Version 1 – <i>UTAS Visiting Fellows and Visiting Scholars Program Policy</i> (approved by Senior Management Team, May, 2009). Version 2 - <i>UTAS Visiting Fellows and Visiting Scholars Program Policy</i> (approved by A/g Vice-Chancellor, March, 2011). Version 3 – <i>UTAS Visiting Fellows and Visiting Scholars Program Policy</i> (approved by Director Governance and Legal, October, 2011).
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