

# UNSW@ADFA

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## Visiting Fellows Scheme

### Background

The University of New South Wales revised its Guidelines for Visiting Academic Appointments in June 2001 (available at <http://www.hr.unsw.edu.au/employee/acad/visiting.html>). The revised guidelines include the following provisions:

1. appointments are for up to three years, renewable after review for further periods of up to three years
2. appointments up to and including Senior Lecturer level without payment or immigration implications will be processed and approved by the Dean concerned (or Rector at University College) in consultation with the Head of School. Visitors at Associate Professor and Professor level will be subject to approval by the Deputy Vice-Chancellor (Education and Enterprise)
3. renewals up to and including Senior Lecturer level will also be subject to approval by the Dean concerned (or Rector at University College) on the basis of the incumbent's contribution during the period of appointment, projected future contribution and any resource implications. Renewals at Associate Professor and Professor level will be subject to approval by the Deputy Vice-Chancellor (Education and Enterprise).

In the light of these revisions the following guidelines are applicable to Visiting Academic appointments at University College:

### Visiting Academic Appointments at University College

Schools are encouraged to seek association with scholars and academics who will strengthen existing research areas and assist the College in recruiting new staff and postgraduate research students from other institutions. Academics on study leave from other institutions or independent scholars may be particularly helpful in promoting understanding of the University College's research commitments.

In general terms appointment as a "Visiting Fellow" seems preferable to trying to establish equivalence with UNSW hierarchical terminology.

Visitors coming for periods of less than one month should receive an invitation letter directly from the Head of School and would not normally be subject to the formal procedures outlined below. Such visits should be supported normally by School funds.

### **Funded Visiting Fellows at University College**

While a number of visitors come to University College or maintain formal association with Schools in the College either without financial support or with external funding, University College has a centrally funded allocation to support Visiting Fellows in line with the University Guidelines for Visiting Academic Appointments. These funds may provide a living allowance for periods of one to four months.

The University College will use the financial support offered through the Visiting Fellows Scheme to develop research strengths in the College, and to redress imbalances in staffing (particularly by age and sex). It also encourages the use of the Fellowships to enhance the College's reputation and to establish relationships with other tertiary institutions with a view to encouraging postgraduate research enrolments and interest in employment at University College. At times it may be advantageous for several Visiting Fellows in one field to visit the College at the same time in order to develop particular research areas.

In view of this, all applications for Visiting Fellows Scheme financial support should:

1. meet the criteria for Visiting Academic appointments at the UNSW (as per <http://www.hr.unsw.edu.au/employee/acad/visiting.html>), and
2. provide a rationale detailing how the proposed Fellowship will contribute to a research strength in the School, enhance the staff profile of the School, or promote future research relationships, especially with regard to potential postgraduate students and the development of Special Study Program proposals for academic staff.

Schools or individuals should make proposals to the Rector, including a completed HR20 Visiting Academic Invitation Form, for consideration in two rounds each year (31 March and 31 October).