
VISITING SCHOLAR

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AUTHORITY	BOARD OF GOVERNORS
PRIMARY CONTACT	APPROPRIATE DEAN

POLICY

I. **GENERAL**

Thompson Rivers University (TRU) recognizes and supports the importance of research within the institution and within the community at large. As a complement to the existing faculty, TRU will provide and appoint term positions to those individuals who meet the criteria of visiting scholar. A major requirement for the creation of this position is that all funds to cover salary, benefits, supplies and relocation are provided by external granting agencies and/or external contracts. The appointments of visiting scholar are non-teaching positions. A visiting scholar appointment does not create an employment or contractual relationship with, and does not impose any favoured obligations on, Thompson Rivers University.

II. **VISITING SCHOLAR**

The appointment of visiting scholar is intended primarily to be a term position for individuals who are undertaking scholarship. The holder of this position must have academic qualifications similar to those required for faculty positions and be recommended by the Faculty/School/Division to the Dean.

III. **APPOINTMENT**

Recommendation for appointments requires the support of the Department in which the person will be residing and the Dean of the appropriate Faculty/School/Division.

REGULATIONS

1. A visiting scholar is normally appointed by the Dean to a specific department within the Faculty/School/Division. The appointment must be with the agreement of the Chairperson as representative of the members of the department and the Vice-President, Academic.
2. A visiting scholar may use departmental equipment and laboratory space if they are available with the approval of the Chairperson and members of the department. The visiting scholar will be responsible for the repair or replacement of any equipment damaged or broken, and any other costs associated with their use of the equipment.
3. The provision of equipment and space to a visiting scholar is on the understanding that the individual is being paid by a third party (except for a research grant) to carry out the scholarship.
4. A visiting scholar may have access to an office, telephone and a computer if they are available. The visiting scholar will be eligible to receive a TRU computer account, but will be responsible for the costs of any long distance telephone calls.
5. A visiting scholar has the same privileges and responsibilities as other TRU faculty to access library resources and services.
6. A visiting scholar may use TRU letterhead for professional correspondence and identify him/herself as a visiting scholar in the specific department at Thompson Rivers University (TRU).
7. A visiting scholar may receive a staff identity card, and may be entitled to use TRU business cards which describe their appointment as a visiting scholar.
8. TRU may create a special trust for any research grants that a visiting scholar brings to TRU, and disbursements from such funding will be made upon the signatures of the visiting scholar and Dean.
9. The appointment to the position of visiting scholar does not imply any financial commitment to the individual by TRU. However, the visiting scholar will be covered by TRU liability coverage but, because there is no employer/employee relationship, the visiting scholar is not contained with TRU's Workers Compensation Board coverage. The visiting scholar must provide his/her own WCB coverage.
10. There is an expectation that the results of any work conducted at TRU that is submitted for publication or presentation at conferences or other meetings, or in any other scholarly pursuits, will acknowledge the support of TRU.
11. A visiting scholar will receive an appointment letter from the Dean which identifies all of the conditions of the appointment, and will be required to acknowledge in writing that he/she agrees with the terms of the appointment contract. The appointment contract will be for an identified fixed term, with the potential for renewal.