



OFFICE OF THE PROVOST AND EXECUTIVE VICE PRESIDENT

OFFICE OF THE PRESIDENT
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June 14, 2013

CHANCELLORS
LABORATORY DIRECTOR ALIVISATOS
ACADEMIC COUNCIL CHAIR POWELL
ANR VICE PRESIDENT ALLEN-DIAZ

Dear Colleagues:

**Re: Issuance of New Policy Section 430 of the Academic Personnel Manual (APM - 430),
Visiting Scholars and Other Visitors**

I am formally transmitting new policy Section 430 of the Academic Personnel Manual (APM - 430), Visiting Scholars and Other Visitors, effective July 1, 2013. The policy can be found online at: <http://www.ucop.edu/academic-personnel/files/apm/apm-430.pdf>.

The University of California encourages and values visitors from other institutions to foster the exchange of ideas and knowledge, to participate in research, to collaborate with University faculty and other academic personnel, to pursue scholarly activities, and to develop reciprocal individual and institutional relationships.

There are many instances in which persons without formal status as a UC student, faculty member, or academic appointee may engage in short-term academic and cultural activities at the University of California, some of which lie outside of APM - 430. The purpose of APM - 430 is to define the type of visitor for which this policy applies and to establish the status of the individual visiting the University of California and the rights and responsibilities of both the visitor and the University.

Visitors who come to the University at the invitation of an academic unit and engage in academic activities under the supervision of an academic appointee, fall into two broad categories: those who are scholars established in their fields and those who are undergraduate and graduate students enrolled in institutions other than the University of California. Self-funding, either by personal funds or third-party funding payable directly to the visitor, is required, although supplementary support and reimbursement of expenses is allowed.

APM - 430 was conceived in response to requests from campuses to create a new title following elimination of the Postgraduate Research title, a title which had been used flexibly to accommodate a spectrum of visitors and reasons for visiting the University of California. During the initial policy development stage, we found that the title Visiting Scholar was already being used in various ways on some campuses although it was not available for use within the academic personnel policy context. The need to formalize this practice guided drafting and consultative efforts.

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The systemwide process engaged to improve the drafts consisted of multiple informal and formal consultations with faculty and administration conducted over the past three years, including Management Consultation, Systemwide Review, and Final Review. Policy language was revised substantially to incorporate recommendations received from campus administration and Senate committees during each of the review stages. Some of the major revisions consisted of:

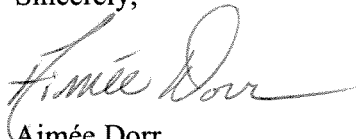
- Describing the purpose for establishing the new policy and title at the beginning of the policy;
- Creating sub-categories listed in APM - 430-4 for Visiting Scholar, Visitor (Graduate Student), and Visitor (Undergraduate Student);
- Identifying allowable forms of reimbursement and supplementary support described in APM - 430-20(d) and (e); and,
- Stating explicitly that visitors are bound by the rules and policies of the University of California.

This policy is intended to support the International Students and Scholars Offices (ISSOs) as well as our international visitors. However, it does not provide instruction related to visa classification, assuming that the ISSOs and visitors will abide by all federal regulations and University and campus policy related to visa sponsorship.

Questions related to implementing APM - 430 may be addressed to Janet Lockwood by telephone (510) 987-9499 or email Janet.Lockwood@ucop.edu.

I wish to thank all members of the University community from both the faculty and administration for their efforts to develop and to implement APM - 430. Your contributions are deeply appreciated.

Sincerely,



Aimée Dorr

Provost and Executive Vice President

Attachments: APM - 430, Visiting Scholars and Other Visitors

cc: President Yudof
Members, President's Cabinet
Council of Vice Chancellors
Vice President Duckett
Vice Provost Carlson
Vice Provosts for Academic Personnel
Graduate Division Deans
Academic Personnel Directors
International Students and Scholars Directors
Executive Director Fox
Executive Director Larsen
Executive Director Rodrigues
Executive Director Tanaka
Executive Director Winnacker

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