

HWCOE Administrative Process

Paid Visiting Scholars

10/2/2018

This HWCOE administrative process concerns paid visiting scholars and does not apply to post-doctoral associates.

The benefits of collaboration with our peers across institutions and scientific fields is recognized and is encouraged; however, while doing so, we must also keep in mind as an undergraduate and graduate institution the first priority is to educate our students. External proposals written for funding research that includes hiring personnel to conduct research should include funding for training our Masters and Ph.D. students. The expectation of the HWCOE is that priority is given to our students and that faculty include in their budgets for sponsored research proposals the appropriate costs for stipend and tuition to hire students. We have an obligation as teachers and scholars to educate our students and prepare them for the next step in the engineering profession.

The use of funds from sponsored projects to employ Visiting Scholars is not in the best interest of our students and therefore we must refrain from doing so. Exceptions include sponsored projects which are specifically for supporting visiting scholars and includes support explicitly for this purpose.

Visiting Scholars coming for short visits, no longer than a one-year period to UF to collaborate with a faculty member may be allowed if they are coming with their own funding, not resources from UF. In those cases, they must be approved in advance. If a faculty member is interested in hosting a Visiting Scholar their request should be submitted to the HWCOE HR Office, specifically Pynie Gonzales, Immigration Specialist who will perform the appropriate background and Visual Compliance review and discuss with Dr. Toshi Nishida, Associate Dean for Academic Affairs on academic merit. Pynie will also assist in guiding the perspective Visiting Scholar with the appropriate visa, i.e., J1 in most cases. This type of visitor does not typically qualify for a B – Visitors Visa.