

International guest lectureship program of Bielefeld University (winter semester 2019/20, summer semester 2020, winter semester 2020/21 and summer semester 2019)

For several years, Bielefeld University has been making constant efforts to internationalize not only research activities but also study and teaching in order to convey to its future graduates international and intercultural competencies. In this context, it is intended to increasingly offer lectures in English.

Aims of the program

The international guest lectureship program is an ongoing call of Bielefeld University for international guest lecturers. Since winter semester 2018/19 there are no separate application rounds anymore, which means that applications are possible at any time. Lecturers of all faculties may propose lecturers from foreign universities to teach at Bielefeld University for a minimum of two weeks up to one semester. This program is intended to provide new impetus for the internationalization of teaching, which in the long term is supposed to be supported by the respective faculty itself. Moreover, this program is intended to introduce students to international curricula and methods as early as possible and encourage them to take an interest in a study abroad experience.

General conditions

The program is open to all disciplines. There is no allocation quota. A discipline or a faculty is free to submit several applications. Any lecturer of Bielefeld University may propose candidates, the proposal must be supported by the dean, however (see following page). Applications of retired lecturers will only be considered if they are proposed together with an active lecturer of Bielefeld University.

The issue of sustainability plays an essential role in the allocation process. This can be proven by the status of a researcher alumni or by the connection of the guest lecturer to a strategic partnership. Currently, Bielefeld University has established one strategic partnership with Universidad de Guadalajara (Mexico) and aims to establish four more strategic partnerships with the following universities:

- University of Alberta (Canada)
- Università di Bologna (Italy)
- Osaka University (Japan)
- Université Paris Diderot (France)

However, guest lecturers do not necessarily have to be affiliated to a (potential) strategic partner university.

Faculties are called upon to find adequate measures for providing sustainability to the program's impetus of internationalizing teaching. This is the case, FOR EXAMPLE, if the guest lecturer contributes to the development of a module with international study content as a future part of the curriculum, or if opportunities arise, that allow a structured student exchange with the guest lecturer's home university, by which the learning outcomes for students of both universities can be extended. However, there are also entirely different possibilities conceivable for sustaining the internationalization of teaching and the curricula.

The courses held by guest lecturers are intended to provide adequate additional teaching impact, in accordance with courses that are already offered by the faculty. If possible, courses should take place in the field of optional BA-/MA- compulsory courses ("Wahlpflichtbereich"). The program offers a great opportunity to enhance and enlarge teaching in "International Tracks", too. The planned courses are held in a foreign language. Generally, the teaching language is to be English, in case of different languages reasons for this must be given. Classes in German are allowed only if the international guest lecturer is supposed to teach in the fields of German studies and German as a foreign language.

The courses mainly serve to convey academic knowledge subject-specific and content-related as well as the relevant skills involved; language classes and regional studies are not supported by this program.

Type and form of the courses are up to the lecturers and the faculty. If the guest is to be supported for an entire semester, courses he/she offers should cover no less than six teaching hours per week. In case of a shorter duration of the guest's stay, classes may be blocked, however, which means that they are to last two weeks at the minimum. When required, the guest lecturer may also examine candidates. **Due to Value Added Tax Regulations it is recommended that seminars and lectures are held as a lectureship ("Lehrauftrag") on at least six dates.**

If funds are sufficiently available, the support of courses for students of all faculties can be considered, for example by complementing the field "Studium Internationale". The appropriate suitability of the planned proposal has to be justified in the application.

A guest lectureship is intended to improve study and teaching sustainably by the internationalization of the curricula; a combination with research work is possible as long as the conditions of this program are complied with.

Generally, the guest lectureship program is open to all lecturers from abroad, i.e. also to junior scientists who have obtained their doctoral degree (there are special conditions for guest lecturers from South America and from countries where university lecturers are not required to hold a doctoral degree). As a rule, appointable academics will be given priority.

The admitting faculty is responsible for supporting and taking care of the guest. The proposing lecturer is considered to be the mentor and assumes responsibility for the academic integration of the guest. The Welcome Centre for International Scientists and Academics (www.uni-bielefeld.de/welcome) of the university supports hosts and guests.

Guest lecturers affiliated to one of our intended **strategic partner organisations** will be given priority. This should be seen against the background of quality management as well as consolidating intended partnerships. Bielefeld University encourages its professors to see the guest lectureship as an exchange that may – in turn - offer them the opportunity of lecturing at the respective partner university. Also, applications of **researcher alumni**, i.e. lecturers who already have completed a researcher stay in Bielefeld, will be prioritized.

Guest lecturers will be paid 2500 € per month at the maximum for teaching (calculated on the basis of 6 teaching hours per week over one semester); this is equivalent to 100 € max. per teaching hour. It is appreciated if the host negotiates a lower reimbursement if the guest continues to be paid his/her salary at his/her home university or if he/she re-

ceives financial support from other sources (e.g. a grant). Additionally, necessary travel and accommodation expenses can be borne by the program. On the other hand additional costs for the travel and stay of family members cannot be taken on by the program. 80% of all costs involved in guest lectureships (salary, travel expenses and accommodation costs) are covered by the funds of the program; the remaining 20% of the costs are borne by the faculty.

University lecturers from all faculties may submit applications under this guest lectureship program. Applications can be submitted up to **four** semesters in advance through an application form. The respective **form (WORD document)** as well as further required application forms can be found on the following internet page: <https://www.uni-bielefeld.de/einrichtungen/welcome-centre/internationals-einladen/igd/>. It is not possible for guest lecturers to send unsolicited applications.

Please send your signed application via post to:

Frau
Johanna Springhorn
International Office/Welcome Centre
C5 - 135

Im Hause

Selection procedure

A commission appointed by the Rektorat of Bielefeld University decides on the allocation of guest lectureships. The committee usually comes together twice a year. Please check current information on our website.

The call is subject to the condition that the Land North Rhine-Westphalia provides the funds for the program.

Further information (including the **application form/WORD document** as well as the results of the last fifteen calls) can be obtained from the following website: <https://www.uni-bielefeld.de/einrichtungen/welcome-centre/internationals-einladen/igd/>.

In case of further questions, please write an email to: igd@uni-bielefeld.de