

SOCIAL SCIENCES DIVISION

Social Sciences Divisional Office, Hayes House, 75 George Street, Oxford OX1 2BQ
From the Head of Division



To: Heads of Department, SSD

Copy to: Heads of Administration, SSD

17 August 2016

Dear Colleagues,

Astor Visiting Lectureships 2017

Heads of Division have been invited by the Board of Management of the Astor Travel Fund to make recommendations for appointments to Astor Visiting Lecturerships for the calendar year 2017. The Board made six awards to this division in the 2016 round.

Astor Visiting Lectureships provide funding for visits by distinguished academics from the United States for up to one week. Funding will cover reasonable transatlantic airfares (i.e. economy or standard), internal travel, accommodation, subsistence and an honorarium of **£750**, subject to a maximum of **£2,000** (including honorarium). Payment is made by reimbursement on the basis of actual expenditure. All arrangements for the visit are the responsibility of the host department.

Lectureships may be held in any non-clinical department or faculty. Awards are made with the expectation that the nominee will be available to give the lecture during the award year. Deferrals will be considered in exceptional circumstances and allowed for a maximum of one year, after which period a new application will need to be submitted.

Lectureships are awarded on a competitive basis and must be submitted via Heads of Division. Heads of Division are asked to indicate an order of priority where more than one application is submitted in order to assist the Board in its selection decisions. I will therefore convene a panel from within the division to review applications and to determine a priority order, to be put forward for endorsement by Divisional Board prior to submission to the Board of Management of the Astor Travel Fund. The proposed criteria against which applications will be considered are shown in Appendix 1 overleaf.

If a potential lecturer's visit would be of interest to other disciplines, the proposed host department should discuss this with other relevant departments prior to submission of the recommendation.

An application form should be completed in respect of each proposed visiting lecturer (a copy of which is enclosed). Departments should send its set of completed applications to Tanya Baldwin (tanya.baldwin@socsci.ox.ac.uk) by **Friday 14 October 2016** (Friday of Week 1). Where a department is submitting more than one application, then it should indicate its own ranking of these proposals so that this information can be considered by the divisional panel.

Yours sincerely,

Professor Roger Goodman
Head, Social Sciences Division

Proposed ranking criteria to be used by the Social Sciences Division in connection with Astor Visiting Lectureships

1. Degree of academic distinction
2. Linkage (through lectures, seminars, workshops, etc)
 - 2.1 Intra-departmental
 - 2.2 Inter-departmental
 - 2.3 Inter-college
 - 2.4 Inter-divisional
3. Amount of collaborative work to be undertaken
4. Strategic fit with the division