

International Guest Lectureship Programme at Bielefeld University

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

Goals of the Programme

The International Guest Lecturer Programme (IGL) is an on-going call for guest lecturers at Bielefeld University, financed by quality improvement funds of the Land NRW. Applications can be submitted by Bielefeld scientists and lecturers throughout the year. Deadlines for consideration of applications for the following semester are **1st October** and **1st April** of each year.

Lecturers of all faculties are invited to propose lecturers from foreign universities to teach at Bielefeld University from a minimum of two weeks up to one semester. Guest lecturers cannot apply directly.

The programme is intended to provide new impetus for the internationalization of teaching, which in the long term is to be fostered by the relevant faculty itself. Moreover, this programme is intended to introduce students to international curricula and methods as early as possible and encourage them to take an interest in experiencing study abroad.

General Conditions

The programme is open to all disciplines. There is no allocation quota. It is possible to submit several applications from each faculty or discipline. Any Bielefeld University lecturer may propose candidates, the proposal must be supported by the Dean. Applications from retired lecturers will only be considered if they are made together with an active lecturer of Bielefeld University.

The issue of continuity plays an essential role in the allocation process. This can be demonstrated by a researcher alumni status or by a connection of the guest lecturer with a strategic partnership. Currently these include:

- Università di Bologna (Italy)
- Universidad de Guadalajara (Mexico)
- Osaka University (Japan)
- Université Paris Diderot (France)
- Higher Education Institutions in the OWL-Alberta (Canada) Consortium
- Higher Education Institutions in the NEOLAiA Consortium (Europe)

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 continuity to the programme'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 part of a future curriculum, or if opportunities arise which allow a structured student exchange with the guest lecturer's home university, by which the learning outcomes for students of both universities can be enhanced.

Visiting lectureships should complement the existing range of courses and, if possible, take place in the BA/MA degree programmes or be used to broaden the range of courses in “international tracks”. It is envisaged that the planned events will be held in a prevalent foreign language, preferably in English. Guest lectureships in German studies and German as a foreign language can, of course, be held in German.

The courses primarily serve to impart subject-specific and content-related knowledge and associated competences; language teaching and regional studies are not supported.

The lecturers and the faculty can decide on the type and form of the courses. **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 stay, courses may be run as block courses, these must however last at least two weeks. When required, the guest lecturer may also hold an examination for candidates. **Due to tax regulations it is recommended that seminars and lectures are held as a lectureship (“Lehrauftrag”) on at least six dates.**

Guest lecturers will be paid max. 100 € per teaching hour for block courses. Those completing a full semester will receive max. 2500 € per month for teaching (calculated on the basis of 6 teaching hours per week). It would be appreciated however if the host could negotiate a lower reimbursement should the guest continue to be paid his/her salary at his/her home university or if he/she receives financial support from other sources (e.g. a grant).

In addition, necessary travel and accommodation expenses can be borne by the programme. Costs for accompanying family members, however, cannot be covered. 80% of all costs involved in guest lectureships (salary, travel expenses and accommodation costs) are covered by the funds of the programme; the remaining 20% of the costs are borne by the faculty, e.g. from its own quality improvement funds.

The application should detail the specific suitability of the offer. The period at Bielefeld University should provide a sustainable improvement to studies and teaching through the internationalization of the curricula; a combination with research work is possible as long as the conditions of this programme are complied with.

Generally, the guest lectureship programme 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 host faculty is responsible for supporting and taking care of the guest. The proposing lecturer assumes responsibility for the academic integration of the guest. The Welcome Centre for International Scientists and Academics (www.uni-bielefeld.de/welcome) can assist with the organization of a longer stay if it is contacted at an early stage.

An application can be submitted up to **four** semesters in advance. Further details on the programme and the **application form** can be found on the website (<https://www.uni-bielefeld.de/igl>).

Selection Procedure

A committee appointed by the Rectorate decides on the awarding of visiting lectureships, usually twice a year following the deadlines of 1st of October/1st of April.

In the case of nominations for guest lectureships within the NEOLAiA network, the application will be assessed independently of the deadlines and feedback given as soon as possible.

The call is subject to the condition that the Land North Rhine-Westphalia continues to provide funding for the programme.