Guest Scholar Program IDays 2019

Questions?
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**Introduction**

The 2019 IDays Planning Committee invites the submission of proposals to support an international scholar to visit TRU and lecture on themes related to this year’s IDays theme:

**Celebrating Culture, Diversity and Innovation**

Days 2019 will explore these themes as a means to better understand how Kamloops is embedded in a wider regional and global exchange of culture, commerce, and ideas, and how the local connects to the global. To build on the tradition of integrating the UN's Sustainable Development Goals into the week's events, IDays will link the local to the global, and highlight the importance of:

- Sustainable Cities and Communities
- Access to Quality Education
- Peace, Justice and Strong Institutions
- Partnership as a Means to Achieve Goals

These themes relate to at least two of TRU's strategic priorities: increasing intercultural understanding and sustainability. The purpose of IDays is to engage TRU's faculty, staff, and students — alongside the wider community — in learning, dialogue, storytelling, and festivities that focus the mind and the heart on how culture, diversity, and innovation can interact to form a positive and inclusive foundation for a vibrant and sustainable community.

Invited scholars will share their expertise with classes of students as well as interested campus and Kamloops community members from March 12-15, 2019.

**Frequently Asked Questions**

**WHO/WHAT IS A GUEST SCHOLAR?**

A Guest Scholar, as defined by the IDays Organizing Committee, is an international scholar that will visit TRU during IDays to lecture on themes within their professional area of study that are related to the IDays themes, global issues and the UN Sustainable Development Goals. Guest Scholars will share their expertise with classes of students, as well as additional interested members from the TRU and the Kamloops communities as part of the IDays program taking place from March 12-15, 2019.
WHAT ARE THE UN SUSTAINABLE DEVELOPMENT GOALS?
The UN Sustainable Development Goals (SDG) were adopted in 2015 by 193 countries to expand upon the success of the Millennium Development Goals, which ended in 2015. The new SDG’s include 17 goals with 169 targets that will guide governments’ development agendas through to 2030. For more detailed information, please visit http://www.un.org/sustainabledevelopment/sustainable-development-goals/ or see the one page information sheet at www.tru.ca/idays.

WHO CAN HOST A GUEST SCHOLAR?
Any department, school or faculty member can submit an application to host a Guest Scholar. It is highly recommended that you form a hosting group or committee and consider the possibility of co-hosting with another department that would benefit from the scholar’s area of expertise.

WHAT ARE THE CRITERIA FOR SELECTION?
Proposals should invite scholars who can appeal to a multidisciplinary audience. Please indicate the name of the person that you are working with from the secondary discipline.

Criteria:
1. Established scholar with recognized expertise in global issues
2. Content must relate to the IDays theme and/or the UN Sustainable Development Goals
3. Preferably representing a partner institution (or a strong potential for strategic partnership)
4. Lecture content will address and introduce global issues of relevance to a broader audience
5. Potential to interest an interdisciplinary audience
6. Seeks to involve maximum number of students, classes, and disciplines

HOW DO I APPLY TO BE A HOST/HOST DEPARTMENT?
Proposals will only be accepted through online submission - no email, hand delivered proposals or faxes will be accepted. The online application form can be found on the International Days Website. All fields must be completed for your application to be considered. Details can be updated at a later date if necessary.
DEADLINE FOR SUBMISSIONS: (4:30 P.M.) NOV 26, 2018. WHAT DO I NEED TO INCLUDE IN MY APPLICATION?

Before beginning the application process, please be sure that you have the following information:

1. Name and contact information for primary Guest Scholar Host(s)
2. Guest Scholar name, institution and contact information
3. Guest Scholar C.V.
4. Guest Scholar Biography (100 words or less), press ready, to be used for print material and website publishing immediately after the selections have been made
5. Instructor names and course numbers for classes that will attend the lecture (multidisciplinary is best)

IF SELECTED TO BE A HOST, WHAT SUPPORT WILL I RECEIVE? WHAT AM I RESPONSIBLE FOR?

The IDays Committee will work with hosts to ensure the quality of both our Guest Scholars’ experience and the quality of the International Days’ events. Once Guest Scholars have been selected, hosts will be invited to attend a meeting where we will work with you to determine scheduling, promotion, etc. based on past experience. The following chart provides further detail on support and responsibilities:

<table>
<thead>
<tr>
<th>Item</th>
<th>International Days Committee</th>
<th>Hosts</th>
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</thead>
<tbody>
<tr>
<td>Funding</td>
<td>Transferred to faculty upon selection</td>
<td>Hosts are responsible for all expenses. Funds to be used at host departments’ discretion. If there is a cancelation, the funding provided by TRU World must be reimbursed to TRU World.</td>
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<tr>
<td>Hosting</td>
<td>The Committee will provide a basic “Welcome to TRU and Kamloops” package (map, shopping, bank</td>
<td>Hosts are responsible for ensuring Guest Scholars meet with TRU colleagues, attend other International Days</td>
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<tr>
<td>Promotion</td>
<td>Guest Scholars will be featured on IDays website and in IDays program. Work with local and campus media to promote event. Provide a poster template for additional promotion.</td>
<td>Promote within your department to colleagues and students. Promote as a learning opportunity for students. Promote to other disciplines and community. Identify classes and times for students to attend.</td>
</tr>
<tr>
<td>Communication</td>
<td>Communicate with media. Communicate with room bookings.</td>
<td>Communicate with scholar and provide information to the Committee.</td>
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<tr>
<td>Accommodation</td>
<td>Reservations in Residence made.</td>
<td>Hosts may make other arrangements. Communicate needs/dates to the Committee.</td>
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<tr>
<td>Venue</td>
<td>Will book room(s) for lectures. Will arrange necessary technology.</td>
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**WHEN WILL I KNOW IF WE’VE BEEN SELECTED?**
The International Days Organizing Committee will be vetting applications from November 26 - 30, 2018. Applicants will be notified on December 3, 2018.

**WHAT HAPPENS WITH THE FUNDING FROM TRU WORLD IF THE GUEST SCHOLAR HAS TO CANCEL?**
If the guest scholar has to cancel, then the funding provided by TRU World must be reimbursed to TRU World. The funding is for the purpose of bringing a guest scholar to TRU during International Days. The funding cannot be used to bring the guest scholar at another date as it is part of the International Days budget for the purpose of presentations during International Days.
TIMELINE & DEADLINES:
Proposals to host: Monday, November 26, 2018 (4:30 pm)
Selection: On or before December 3, 2018
International Days 2019: March 12-15, 2019

I’ve been selected to host! What’s next?

RIGHT AWAY
- Contact your Guest Scholar (A letter of invitation will be provided upon selection
  - Confirm availability
  - Send media release form for signature
  - Request title and description of lecture
  - Request photo for web and print (high resolution—300 dpi)
- Attend meeting for all hosts
- Discuss with other faculty class schedules and ideal time(s) for lecture
- Confirm biography content (send any revisions to IDays Committee)

DECEMBER TO MARCH
- Promote event at faculty council
- Explore ways for event to be part of the semester’s curriculum
- Arrange meetings and social events during visit
- Additional promotion
  - department website
  - interviews with media,
  - posters – IDays template provided