

DAAD - Deutscher Akademischer Austausch Dienst German Academic Exchange Service

DAAD Visiting Professorships Programme
Förderung ausländischer Gastdozenten zu Lehrtätigkeiten an
deutschen Hochschulen

New Call for Applications

Since 1989 various federal government and state programmes have enabled DAAD to fund foreign academics on longer term visiting professorships to teach at universities in Germany. Numerous universities have been successful in using this instrument to sharpen their international profile and to extend the range of teaching which they offer in their degree programmes. The added value of these professorships covers aspects such as the depth of subject, the methodology and course content delivered in foreign languages. At the same time, visiting professors act as important disseminators who enable their German host university to deepen and develop its international relations and who help to encourage foreign students to study in Germany.

The difficult financial situation which German higher education currently faces means that the DAAD has developed modified parameters for this new round of applications for its Visiting Professorships Programme. The earlier requirement for the German university to make a contribution to the visiting professor's salary has been relaxed. In the future, this requirement can be met by the university contributing appropriately to the infrastructure required for the visiting professorship. At the same time, the DAAD no longer takes the visiting professor's home salary into account when setting the award. The DAAD fully expects this new call for applications to enable Germany's universities to internationalise their teaching staff by fully using the potential which the Visiting Professorships Programme offers.

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I. Programme goals

The DAAD Visiting Professorship Programme serves to internationalise Germany's universities and to strengthen the international dimension in teaching. The programme is open to all German higher education institutions, to all subjects and to academics from all regions of the world.

Foreign visiting professors will be expected to introduce an international perspective into the university's everyday teaching operations. This means students will be able to benefit from an international learning experience and from intercultural skills while they are still at their home university, rather than having to wait until they spend time studying

abroad. When planning a visiting professorship, universities must always take aspects of its appropriate broadbased effect and sustainability into account.

Typical examples of action fields for visiting professorships include:

(a) Enhancing and/or complementing course topics and teaching methods

- Course offerings with specific subject and intercultural added value (for example, on the concept of "common law" for students studying law, communication of intercultural topics, development of new interdisciplinary qualification profiles, regional studies);
- Opening or maintaining partnership-based dialogue with non-European cultures;
- Introducing new teaching methods, for example, a problem-based rather than topic-based approach to learning;
- Teaching delivered in a foreign language by native speakers (not just language teaching, but content as well)

(b) Supporting international degree programmes and forms of cooperation

- Organising visiting professorships in connection with international Bachelor's and Master's programmes;
- Organising teaching staff mobility (exchange) in connection with partnership and student exchange programmes;
- Delivering research-focused teaching in graduate and doctoral studies programmes.

II. Parameters and conditions

1. The initiative for a visiting professorship comes from the German higher education institution. Before submitting its application, the German university will reach appropriate agreement with the candidate and will check the candidate's qualifications and suitability for the planned teaching position. The German university is also responsible for providing contentual support and guidance for the visiting professor and for organising the project.
2. Besides extensive teaching experience, foreign visiting professors must have convincing academic qualifications (the minimum requirement is a doctorate respectively a comparable degree). In the field of art and music, the candidate's artistic qualification serves as the decisive criterion. As a rule, candidates must be a member of a foreign university and must be a foreign national. In exceptions, Germans may also be considered, as long as they are firmly integrated into the respective foreign higher education system and have their permanent place of residence abroad. The proposed visiting professor should still be in active university service and, at the time of taking up the teaching position in Germany, should not yet have reached retirement age as defined in Germany.
3. The German university agrees to integrate the teaching provided by the visiting professor into the regular curriculum. The assignment should mainly involve teaching in required (core) and optional courses; these must be courses that lead to the award of study and examination credits. Courses delivered in a foreign language will be expressly welcomed. The teaching commitment need not fully correspond with the regular teaching load of a German university teacher, but should come very close to this. Visiting professors at traditional universities will be expected to offer at least six semester credit hours of independent teaching per week (6 SWS), visiting professors teaching at universities of applied sciences (FHs) at least 10 SWS. When courses are

offered together with a German colleague, only the teaching actually given by the visiting professor can be counted.

4. This programme funds longer-term visiting professorships. The length of funding extends
 - in the case of individual visiting professorships (Model A) from three months up to a maximum of two years;
 - in the case of visiting university chairs (Model B) up to four years.
As part of a visiting university chair arrangement, individual professors may come to Germany on shorter teaching visits (from 4 weeks to 2 months) to hold block seminars.
 - It is assumed that the foreign visiting professor's stay at the German university will be on a time-limited basis.
5. Required contribution to a visiting professorship by the German university:
 - In the case of individual visiting professorships (Model A), the host university must make the appropriate infrastructure available for the visiting professorship. This may involve items such as: provision of an office equipped with information and communication technology, use of secretarial services, assignment of a student/research assistant, material resources, access rights to copiers and library services, use of research equipment. The application must specify this infrastructure in detail. Any additional financial contribution by the host university to the visiting professor's salary (covering around 20% of the salary costs) will continue to be considered a positive criterion in the selection process.
 - In the case of visiting university chairs (Model B), the long-term nature of the funding approval means that the host university will not only be required to provide the infrastructure, but will also be expected to make a 30% financial contribution towards the visiting professor's salary.
6. The German university will support the visiting professor with the preparation of the teaching assignment and with arranging entry to Germany. During the stay, it will additionally support the visiting professor's academic integration and will also actively assist with the guest's social integration.
7. German universities are advised to allow the scope of a visiting professor's activities to extend beyond the university's own radius. This should be achieved by holding at least one open, PR event with appropriate media participation. Universities are also encouraged to introduce their guests to relevant specialist circles outside their own institution.

III. Funding models

Model A – Individual Visiting Professorships

Model A provides funding for individual foreign university teachers completing a visiting professorship at a German university in the form of a time-limited teaching assignment. The contentual teaching and research profile for the visiting professorship should correspond to that of a regular professorship. The guest's teaching programme and the concrete contribution to the internationalisation of the university's teaching must be specified in the application submitted by the host university. The teaching assignment will last a minimum of three months and a maximum of two years.

Model B – Visiting University Chairs

Model B provides funding for a visiting university chair which will serve as a structure-building measure to facilitate and consolidate the internationalisation of a degree programme. This model is recommended when it is necessary to ensure the longer-term

availability of teaching offered in a newly-established degree programme and when the breadth of a subject area calls for assignments by changing academics. The maximum funding period for a visiting university chair is four years.

Applications for a visiting university chair must contain a detailed description of the degree programme, its innovative and international aspects, its particular appeal, and information on how the visiting university chair will be integrated into the programme. Visiting university chairs should be named to document their intended purpose.

The decision on the overall concept is made by a DAAD Selection Committee. In addition, an advisory council will be established at the host university to support and advise the visiting university chair and to decide on any appointments. This advisory council will be made up of two members of the university, a representative of local business and industry or of the media, and a DAAD specialist reviewer.

The funding period for a visiting professor appointed as part of the university chair arrangement lasts between three months and two years, as in the case of individual visiting professorships. In addition, visiting professors may also be invited to come to Germany on a short stay during which they teach shorter study blocks of between four weeks and two months in length. The long-term nature of the funding approval means that the host university will not only be required to provide the infrastructure, but will also be expected to make a 30% financial contribution towards the visiting professor's salary.

IV. Payment terms

1. Remuneration of visiting professors:

The DAAD makes the following payments:

(a) Individual visiting professorships (Model A / Length of professorship 3 to 24 months)

- the gross monthly salary for the visiting professor and
- the university's employer contribution towards the pension and unemployment insurance contributions (13% max. of the income ceiling for the assessment of contributions).

Salaries are paid either on the basis of the W salary scale for university teachers, or on the federal salary scale for civil servants (Tarifvertrag für den öffentlichen Dienst - TVÖD), or on the basis of a university's special remuneration package for visiting academics. In setting the salary grade, the German university will determine the visiting professor's status at the home university. Payments received at home are non-contributory. If the German university contributes to the visiting professor's salary, the DAAD will reduce its funding accordingly.

(b) Visiting university chairs (Model B)

- 70% of the salary costs for individual professorships over a period of 3 to 24 months (see above).
- Subsistence costs (daily/monthly rates) and a teaching fee of 70.- euros per 45 min. course unit (inclusive of all preparation and follow-up) up to 70% of the cost of short stays lasting from 4 weeks and up to 2 months.
The payment of subsistence costs is based on the DAAD rates for study visits by foreign academics (Aufenthaltsätze/Honorarsätze (Modell B) bei Kurzaufenthalten).

2. DAAD allowances and supplements for visiting professors

(a) Health insurance allowance

- If insurance cover is taken out with a German health insurance carrier (statutory or private) which offers services and payments in line with the requirements of Section 5 of the German Social Code (§ 5 SGB), the DAAD will pay the university's employer contribution up to a ceiling of 50% of the average maximum statutory health insurance premium on which the "standard tariff" is based; at present, this is 242.- euros per month. No civil service contribution "Beihilfe" cannot be paid.
- For short stays (4 weeks up to 2 months) or where the academic has other, proven health insurance cover for the duration of the visiting professorship in Germany, the DAAD will pay a monthly health insurance allowance of 127.- euros.

(b) Mobility and travel expenses during the stay in Germany

Guests on stays lasting one semester and longer receive a flat-rate payment of 500.- euros for each full semester. This covers costs incurred in relation with visiting colleagues and conferences.

(c) International travel and luggage allowance

- Visiting professors receive a flat-rate travel allowance and a flat-rate luggage allowance. These rates are country specific and cover the costs of travel from the home country to Germany and back.
- Flat-rate payments are available for the travel and luggage costs of accompanying family members when visiting professorships last at least one year. If the family remains in the home country during the one-year visiting professorship, the guest is entitled to a flat-rate travel allowance (excluding luggage) for a mid-term home visit.

(e) Workshops and conferences

When held at the German university in direct relation to and in the course of the visiting professorship, these may qualify for financial support from the DAAD. This calls for a separate application with details on the concrete programme and cost planning (budget) as well as information on the participants to be sent to the DAAD. The maximum funding per project is 3,000.- euros.

V. Application / Application papers

Funding applications for a visiting professorship/a visiting university chair must include:

- the application form (separate forms for Model A and Model B, respectively)
- the project budget
- a statement of reasons for the application
- a contentual description of the planned courses to be given by the visiting professor (Model A), a description how the visiting university chair's subject focus is significant to the degree programme (Model B)
- Curriculum vitae and list of publications for the proposed candidate(s).

Departments and faculties of the German universities are entitled to submit applications through their directors or deans, with the university rector or president acting as a co-signatory. Once the proposal has been agreed within the university, please advise the DAAD accordingly. Under Model A (individual visiting professorship), the German university will send its application direct to the DAAD. Under Model B (visiting university chair), the application will be sent to the DAAD via the ministry of education and culture in the respective federal state. To accelerate the process, a second original should be sent direct to the DAAD at the same time.

VI. Selection process and selection criteria

A DAAD Selection Committee made up of university teachers decides on the funding for a visiting professorship or a visiting university chair. If it reaches a positive decision, the DAAD will, for long-term projects, initially approve funding for the first programme phase only; for individual professorships this first phase is one year, and for visiting university chairs it is two years. The committee will approve the second programme section after a positive mid-term project evaluation.

The key selection criteria are how the project will contribute to internationalising teaching at the university, the curricular gain for students, the professor's academic qualification and suitability, the project's disseminating effect within and outside the university, the prospects for sustainable cooperation development and, finally, the cost-yield ratio.

Upon approval, a grant agreement on the funding of a visiting professorship will be concluded between the DAAD and the German university. The DAAD does not conclude an employment contract with the foreign university teacher. Such a contract or agreement will be concluded between the German university and the foreign visiting professor. After completion of the visiting professorship (Model A) respectively of the each individual measure carried out as part of the visiting university chair (Model B), the host university will submit appropriate proof of how the funds were used to the DAAD.

VII. Application deadlines and contacts

The application deadlines are:

- **15 July for the summer semester of the following year and**
- **15 January for the winter semester of the same year.**

Only fully completed applications will be processed.

The German universities should send applications to:

DAAD

Referat 221 – Internationalisierung von Studium und Lehre

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For information the German university should contact

Mrs Katrin Stolpe: Phone 0228 / 882 404, E-Mail: stolpe@daad.de

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