

## **GUIDELINES**

### **STRI Sabbatical for Visiting Scientists**

Sabbatical appointment may be given for up to twelve months to an individual who plans to do full time research or other activities at STRI and has demonstrated the qualities of achievement expected of an established and independent research scientist, scholar, professional or creative. These qualities include the capacity to identify, carry out, and present significant and relevant research questions, scholarship, or creative work compatible with STRI's mission, and the recognition of the excellence of research, scholarship, or creative work as demonstrated by commonly used metrics in their respective field.

Sabbatical Fellows are expected to pursue independent research, scholarship, or creative work, although collaboration with STRI scientists and/or members of the Panamanian scientific community is highly desirable. They are expected to take an active interest in the welfare and intellectual atmosphere of STRI by contributing to activities such as the preparation of proposals to support research, scholarship, education or outreach at STRI, and support the communication of work conducted at STRI to professional and lay audiences. Sabbatical Fellows are expected to include their STRI affiliation in all publications or works resulting from work conducted in association with STRI.

#### **Appointment to be STRI Sabbatical Fellow:**

Individuals interested in an appointment as a STRI Sabbatical Fellow must be nominated by at least one staff scientist (the Sabbatical fellow sponsor). The STRI scientist need not be a likely collaborator in the prospective Fellow's proposed research, scholarship, or creative work. If a prospective Sabbatical Fellow does not feel comfortable asking for endorsement from a STRI staff scientist they can go directly to the Director or Deputy Director, and ask them to be their sponsor. Applications can be submitted at any time during the year, with a submission deadline of December 1. The fellowship decision will be determined by the STRI Directors and Scientific Council and announced before the end of the year.

- The prospective Fellow should send the following information to their sponsor:
  - CV, resume, or portfolio
  - the timeline of their proposed visit
  - A description of planned research, scholarship, or creative work and planned engagement with the STRI community
  - An outline of financial need (including information on other available/pending funding).
  
- The sponsor will send all documents, along with an endorsement letter, to the Academic Program Manager, Adriana Bilgray (BilgrayA@si.edu). The endorsement letter should provide details on the impact the Sabbatical Fellow will have on their work and the broader STRI community.

- Once approved by the Director, approved Sabbatical Fellows will not pay facility fees (Visitor Category A).

### **Sabbatical appointments.**

Sabbaticals appointments will be considered in the last Scientific Council meeting of each calendar year. Proposals for support should come from the sponsor, and STRI staff scientists sponsoring sabbatical applications are encouraged to support those applications through their own resources, if possible. The Scientific Council will consider all requests and make recommendations to the Director and Deputy Director who will make the final decision regarding appointments. The sabbatical fellow will receive the benefit of Category A user fees. This benefit applies to the appointee only. It does not include dependents nor assistants.

### **Responsibilities of STRI Sabbatical Fellows:**

Sabbatical Fellows are expected to explicitly include their institutional affiliation as STRI Sabbatical Fellow in every publication, scholarly or creative work, or lecture, or any other means of communication in which they refer to the research or other activities carried out at STRI and they are expected to give a seminar and engage regularly with the STRI community. This should include leading and participating in discussion group meetings, attending seminars, participating in Academic Programs activities, including symposia, courses, workshops, and serving as an independent reviewer on fellowship applications as appropriate.

### **Standards of Conduct for Sabbatical Fellows**

It is the responsibility of Sabbatical Fellows to conduct themselves in compliance with the general principles and specific provisions of SI standards of conduct, as detailed in Smithsonian Directive 701 and the STRI Expectations of Conduct. If there are any doubts as to whether their activities or planned activities are in compliance with these directives, the Sabbatical Fellow should immediately seek the advice of his or her host. Failure to comply with such standards is cause for revoking the Sabbatical Fellow appointment.