In 1993, on the recommendation of the Russell and Mab Grimwade Miegunyah Fund Committee, Council established the Miegunyah Distinguished Visiting Fellowship Program. Nominations are now open for the 2016 Fellowships, which are open to academics residing outside Australia, of international distinction in a field of interest to the University of Melbourne.

A Miegunyah Distinguished Visiting Fellow must present a public lecture on a topic of their choice, which should be directed to an informed general audience. A reception and/or dinner will be held in association with the lecture. Fellows are expected to contribute to the academic, intellectual and cultural life of the University during their stay, and the proposed activities of the nominated Fellow comprise an important part of the selection criteria. Fellowships are normally for periods of four to eight weeks.

For 2016, five or more fellowships will be awarded at a maximum of $20,000 each. Applications close at 5pm on Friday 5 June 2015.

Previous recipients
Since the start of the program in 1993, 113 fellowships have been awarded. For 2015, the following seven fellowships were awarded:

- Professor Melvyn P. Leffler, Edward Stettinius Chair of American History and Faculty Associate, Miller Centre for Public Affairs, University of Virginia, USA
- Professor Hugo Bellen, Investigator, Howard Hughes Medical Institute, Distinguished Professor, Baylor College of Medicine, USA
- Professor John Terry, Professor of Biomedical Modelling, Director of Research (Mathematical and Computer Science), College of Engineering, Mathematical and Physical Sciences, University of Exeter, UK
- Professor Paul Brand, Professor of English Legal History, University of Oxford, UK
- Professor Paul Rozin, Professor of Psychology, University of Pennsylvania, USA
- Professor C Cecily Kelleher, Professor of Public Health Medicine and Epidemiology, Dean and Head of School of Public Health, Physiotherapy and Population Science, University College Dublin, Republic of Ireland
- Professor Joan Steitz and Professor Thomas A. Steitz, Sterling Professor of Molecular Biophysics and Biochemistry and Investigator, Howard Hughes Medical Institute; Sterling Professor of Molecular Biophysics and Biochemistry, Professor of Chemistry and Investigator, Howard Hughes Medical Institute, Yale University, USA
**Responsibilities of the Fellow**
During their period at the University, Fellows will be required to present a substantial public lecture and several specialist lectures or a short series of seminars on a topic of general interest to the University community, to be available for consultation with staff and students and, if possible, to be engaged in research.

Fellows will be appointed under a relevant University statute and will be asked to prepare a brief report at the conclusion of their visit. A copy of the public lecture must be retained by the Faculty for its records. Note that Melbourne University Publishing reserves the option to obtain copyright for and publish the public lecture. Should there be any objection, please advise in writing when lodging the nomination.

**Duration of the visit**
It is expected that the duration of most Fellowships will be between four and eight weeks, but the Committee will consider shorter periods if that is all the time that can be given by particularly eminent people.

**Funding**
The actual value of the award will depend on the proposed length of stay, the cost of the airfare and associated budgeted expenses. The value of each award made will be up to $20,000. Please note that the selection committee, in its desire to support as many Fellows as possible, has the discretion to allocate awards of less than $20,000.

Each grant must reserve $1,000 for promotion of the public lecture as well as $3,000 for a dinner and/or reception following the lecture. Beyond the reservation of the $4,000 mentioned, faculties or departments have discretion in determining how the remaining amount of the grant is utilised. Please note that any funds awarded as part of the Miegunyah Distinguished Visiting Fellowship program can be used only to cover expenses directly associated with the Visiting Fellow. These funds cannot be used to cover travel or other expenses for partners or family members.

It is expected that the allocated funding will be expended within 12 months of the award being granted. Any extension of this timeframe will need to be applied for in writing and approval cannot be anticipated. Funds not claimed by the end of the year following that for which they are allocated will be returned to the general pool of Miegunyah funds and may be allocated to other projects.

**A public lecture and dinner/reception**
Financial support for the presentation of the public lecture and associated dinner/reception will be provided by the Fellowship grant. Departments/faculties hosting a Miegunyah Fellow will be required to nominate a staff member to coordinate the lecture and dinner/reception; a Lecture and Event Guide will be provided to assist and ensure protocol is followed. Assistance will be provided by University Marketing and the Head, Campaign Events and Protocol. Formal procedures have been established concerning the distribution of invitations to the lectures and, in addition to representatives from the discipline or department concerned, guests will include members of the University Council, Office of the Vice-Chancellor and Senior Executive; members of the Miegunyah Fund Committee; and other appropriate corporate and external invitees.
Selection criteria
Miegunyah Fellows will be selected according to the following criteria:

• International standing and pre-eminence of the proposed Fellow. (They should reside outside Australia and not previously spent extended periods of time at the University of Melbourne. Faculties are encouraged to consider female candidates for nomination.)
• Value of the proposed Fellow’s visit and contribution to the University.
• Appeal of the public lecture to the University and the wider community. (Consideration should be given to the title and description of the proposed public lecture to ensure its appeal is aimed at both the University and the wider community.)
• Appropriateness of budget. (See notes below regarding the budget for airfare and accommodation.)

Selection will be undertaken by a sub-committee of the Miegunyah Fund Committee, comprising:

• Professor Margaret Sheil, Provost
• Sir Andrew Grimwade, Patron and Head, Russell and Mab Grimwade Miegunyah Fund
• Professor Rachel Webster, President, Academic Board

Application procedure
Heads of Department must submit nominations for 2016 through their Dean, using the nomination form available on the Miegunyah nominations website: http://msl.unimelb.edu.au/learning-teaching/miegunyah/nomination

In making nominations, Deans and/or Heads should submit the following:

• A brief statement about the distinction of the proposed Fellow.
• A working title and brief summary of the proposed public lecture.
• A clear outline of the Fellow’s proposed activities.
• The Fellow’s current curriculum vitae.
• A detailed budget.

The budget must include the following information:

• Cost of airfare. Note that business class airfares are permitted, but economy class airfares are encouraged (with the Fellow’s approval).
• Cost of accommodation. Note that some University Colleges provide accommodation at minimal cost to Visiting Fellows. This should be investigated before opting for hotel accommodation. See the Residential Colleges casual accommodation website: http://www.colleges.unimelb.edu.au/casualaccomm.html
• Other associated expenses (if applicable).
• $1,000 reserved from grant for advertising and printing costs.
• $3,000 reserved from grant for dinner and/or reception.

For advice on the latest Department of Immigration and Border Protection (DIBP) information about visa requirements for prospective Miegunyah Fellows, please contact Ms Erin Thompson in Human Resources on ext. 58914 or erin.thompson@unimelb.edu.au. Further information can also be accessed from the Department of Immigration website at: http://www.immi.gov.au/.
Please note that there are a number of restrictions on payments to visitors. Payments to visitors may be in the form of a Visiting Academic Travel Allowance or reimbursement of costs upon presentation of receipts for costs incurred. There are various payment limits in place with regard to payments to visitors. Further information can be found under section 3.8 of the ‘Payments and Reimbursements procedure (MPF1082)’ http://policy.unimelb.edu.au/MPF1082#section-3.8. For assistance, please contact your local Business Centre Finance Officer.

Closing date and submission information
Nominations for 2016 Miegunyah Distinguished Visiting Fellowships are due by 5pm on Friday 5 June 2015.

Electronic submissions are preferred to: miegunyah-fellowship@lists.unimelb.edu.au

For further assistance, contact Simon Purtell, Chancellery (Academic & International), on extension 40592 or email: miegunyah-fellowship@lists.unimelb.edu.au.

Yours sincerely

Professor Margaret Sheil
Provost

Copied to:
Sir Andrew Grimwade
Professor Rachel Webster, President, Academic Board
Ms Ann Knight, Head, Campaign Events and Protocol
Ms Erin Thompson, Human Resources