GRIFFITH UNIVERSITY

Policy

Industry Exchange Fellowships

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1.0 Purpose

Griffith University recognises that to achieve our strategic goals of providing educational programs which meet the needs of a changing society, our academic staff need to be familiar with the activities of industry, government, unions and the voluntary sector.

Industry Exchange Fellowships enable the translation of this knowledge and experience into the University.

2.0 Scope

The Industry Exchange Fellowship scheme involves two individuals:

- the incoming exchange fellowship holder, who would be expected to spend the fellowship entirely within the Element sponsoring the exchange
- an academic staff member of the University who would work in the incoming fellowship holder's organisation and develop new skills, acquire knowledge and capabilities.

While the incoming exchange fellowship holder would normally be expected to make some contribution to teaching, it should be recognised that they would not be able to carry a full load. The Element would make funds available for sessional teaching relief to the area in which the fellowship holder is based.

Both exchange fellows would retain their current employment terms and conditions with their parent employer. There would be no exchange of money between the University and the outside organisation. All workers' compensation and superannuation aspects remain with the parent employers.

3.0 Policy statement

Potential exchange fellowship holders from among the University's academic staff would find a person in industry, government or the voluntary sector with whom they could arrange an exchange for a period of six to twelve months.

The University employee would be responsible for submitting a joint application to the Head of Element.

The application would include:

- details of the proposed activity outside the University
- the contribution which the incoming fellowship holder would make to research and teaching within the University
- curriculum vitae for each participant

- a statement of agreement to the exchange from the host employer.

The incoming exchange fellowship holder would hold the status of Visiting Fellow (unpaid). This would enable the job to be tailored to the duties desired with the appropriate line of responsibility.

The Head of Element would endorse and provide a recommendation to the Pro Vice Chancellor for approval of the Fellowship and subsequent arrangement.

4.0 Roles, responsibilities and delegations

The delegate is as listed in the Delegations Register, as amended from time to time.

5.0 Definitions

For the purposes of this policy and related policy documents, the following definitions apply:

Head of Element means a position that is the designated head of an organisational unit in the University, for example, Head of School or Director of an administrative division.

HR means the office of Human Resources at Griffith University.

Relevant Senior Officer means an officer of the University that has an authority to exercise a delegation or act on behalf of the University.

6.0 Information

Title	Industry Exchange Fellowships
Document number	2023/0001111
Purpose	Griffith University recognises that to achieve our strategic goals of providing educational programs which meet the needs of a changing society, our academic staff need to be familiar with the activities of industry, government, unions and the voluntary sector. Industry Exchange Fellowships enable the translation of this knowledge and experience into the University.
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7.0 Related Policy Documents and Supporting Documents

Legislation	N/A

Policy	Code of Conduct Conflict of Interest Policy Delegations Policy Talent Acquisition Policy
Procedures	Delegations Procedure Delegations Register Fixed Term Part Time Appointment with Supplemented Superannuation Procedure Secondment of Staff to Other Institutions Procedure Talent Acquisition Procedure
Local Protocol	N/A
Forms	N/A