



OSGA Association

This policy supersedes previous arrangements for all School associations, effective from 1st November 2023. Current Associates will continue under the existing arrangements until the end of their term of associating.

OSGA welcomes applications from individuals who have genuine reasons to be associated with us for purposes of research or otherwise, where mutual benefits will accrue from such an association. Formal associations are available in one of the following categories.

All Research Associations described below do not give any employment rights, nor access to any financial or administrative support from OSGA, nor office space or access to facilities. Please consider whether you wish to apply for an Association or to become a Visitor instead – please see our Visitor policy for further information.

1. OSGA Senior Associates

Definition: Senior academic staff employed elsewhere in the collegiate University or another academic institution who contribute to, and collaborate on, teaching or research activities with OSGA.

Or

Retired senior Oxford University academic staff who contribute to, and collaborate on, teaching or research activities with OSGA.

Conditions: Standard tenure is **two years**, renewable.

Benefits: This Association is a recognition of the contribution made to OSGA by senior academic staff who are otherwise not formally members of the School. OSGA Senior Associates will be kept informed of events in OSGA, be linked up with relevant academics and networks in OSGA and be listed on the OSGA website, under 'Associate Member'. They will have the opportunity to identify a specific OSGA Programme to be their primary association: for example, the African Studies Centre. They will have the opportunity to request a Bodleian visitor card and an Oxford email address (if not currently employed within the collegiate University).

Procedure: Typically, Senior Associate Members are by School invitation. Colleagues from within the collegiate University may approach the Head of School or Programme Director to put themselves forward as Senior Associate Members. All OSGA Senior Associate Members to be approved by OSGA Management Committee which meets twice a term. OSGA Senior Associates will be asked to sign an OSGA statement of behavior.

2. OSGA Research Associates

Definition: Academic researchers from within the collegiate University (e.g. Junior Research Fellows) or another academic institution (in the UK or overseas) who contribute to, and collaborate on, specific research activities or projects with colleagues employed by OSGA.

Or

Junior researchers or postdocs whose contract with OSGA is coming to an end, and are continuing to conduct research with an OSGA permanent member of staff and who wish to have a School association to facilitate effective research.

Conditions: Standard tenure is **one year**, renewable annually if the reason for collaboration continues. A case can be made at application for longer initial tenure, if a clear justification can be provided.

Benefits: Research Associates will be kept informed of events in OSGA, and linked up with relevant academics and networks in OSGA. Research Associates should identify in their application which OSGA Programme they wish to be primarily associated with (for example, Contemporary Chinese Studies). They



will be able to attend permitted seminars, events and lectures in OSGA and possibly elsewhere in the University.

They can also request in their application:

- A Bodleian visitor card and an Oxford email address;
- Listing on the OSGA website, under 'Associate Member'

Procedure:

- a) Applicants should submit to the relevant Programme Management Committee for approval:
 - Their CV
 - A short statement (no more than 1 page) which should include:
 - relevant research summary
 - demonstrating collaboration with OSGA
 - describing how OSGA will benefit from the association
 - A short statement of support by an OSGA permanent academic staff member
 - Whether and why an Oxford email address and/or Bodleian visitor card is required.
- b) Associate Membership must then be approved by the Head of School and Head of Administration & Finance – Programme approved applications should be sent by the relevant Programme Administrator to the Head of Administration & Finance for final approval.
- c) Research Associates will be asked to sign an OSGA statement of behavior.

3. OSGA Associates

Definition: Professionals in research-related roles, including those from other academic or non-academic institutions, who, while not themselves in formal academic roles, contribute to, and collaborate on, research support activities, teaching activities, or projects with colleagues from across OSGA, including both academic staff and research staff.

Conditions: Standard tenure is **one year**, renewable annually if the reason for collaboration continues. A case can be made at application for longer initial tenure, if a clear justification can be provided.

Benefits: OSGA Associates will be kept informed of events in OSGA, and linked up with relevant academics and networks in OSGA. OSGA Associates should identify in their application which OSGA Programme they wish to be primarily associated with (for example, Latin America Centre). They will be able to attend permitted seminars, events and lectures in OSGA and possibly elsewhere in the University. A Bodleian visitor card and Oxford email address may be provided in exceptional cases – for example, if required for teaching activities.

Procedure:

- a) Applicants should submit to the relevant Programme Management Committee for approval:
 - Their CV
 - A short statement (no more than 1 page) which should include:
 - relevant professional career summary
 - demonstrating intended collaboration with OSGA
 - describing how OSGA will benefit from the association
 - A short statement of support by an OSGA permanent academic staff member, highlighting any potential conflicts of interest
- b) Associate Membership must then be approved by the Head of School and Head of Administration & Finance – Programme approved applications should be sent by the relevant Programme Administrator to the Head of Administration and Finance for final approval.
- c) OSGA Associates will be asked to sign an OSGA statement of behavior.

Application process: OSGA Research Associates and OSGA Associates

