

# Hosting Visiting Scholars at Texas A&M University

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# Discussion Outline

1. Definition of a Visiting Scholar
2. Visiting Scholar review process
3. Visiting Scholar and Host responsibilities
4. Remote access only Visiting Scholars
5. Things to consider before hosting a Visiting Scholar
6. Export Controls and Foreign Influence



# Definition of a Visiting Scholar

A Visiting Scholar is an individual employed or affiliated with another organization who has been invited and approved by Texas A&M University to come to the campus for an extended period of time to collaborate on specific research, clinical, or other scholarly activities.



# Definition of a Visiting Scholar

Visitors who are **NOT** designated as a Visiting Scholar are those:

- 1) accompanied by authorized university personnel;
- 2) not accessing university facilities or resources (including UIN, email address, library, etc.);
- 3) not performing “hands-on” research or teaching; **and**
- 4) visiting for a short duration of time (approximately 10 days or less)

Examples of these visits include campus tours, conferences, collaboration meetings, presentation of a paper, etc.



# Visiting Scholar Review Process

- All visiting scholars on campus who have access to Texas A&M research and/or clinical facilities and resources must have prior approval from the department or division head, the college dean and the Division of Research (DOR).
  - These approvals are documented on the 5VS Visiting Scholar Request Form (<https://vpr.tamu.edu/wp-content/uploads/2021/08/5vs-visiting-scholars-form.pdf>)
- The following will be completed before a 5VS form is approved:
  - Review of visitor's research activities, expertise and alignment with host faculty member
  - Review of the host faculty member's research awards
  - Perform restricted party screenings
  - Execute a Non-Disclosure Agreement and/or Intellectual Property Agreement, if needed
  - Notify appropriate compliance committee of Visiting Scholar on IRB or IACUC protocol, and IBC Permit
  - Notify Sponsored Research Services if activities are conducted on a sponsored award



# Visiting Scholar Responsibilities

An approved Visiting Scholar is responsible for:

- Following all University rules and policies
- Following all federal and state laws
- Reporting any IP rights or obligations that may conflict with the obligations of being a Visiting Scholar
- Not representing themselves as an employee of the University
- Only accessing facilities and using resources for the purposes of their visiting scholar assignment and not sharing these resources with another individual (i.e., family, friends, travel companions, etc.)



# Host Faculty Member Responsibilities

The host faculty member of an approved Visiting Scholar is responsible for the following:

- Supervising the Visiting Scholar
- Identifying an alternate host/supervisor if traveling for an extended period of time
- Notifying the DOR if there is a potential for IP or a need to protect sensitive information
- Notifying the DOR if the duration, purpose, or location of the visit changes
- Completing the basic export control training if the Visiting Scholar is not a U.S. Citizen
- Ensuring the Visiting Scholar has completed any required trainings
- Notifying the appropriate compliance committee if applicable (i.e. IBC, IRB, IACUC)
- Notifying sponsors if the Visitor Scholar will be working on a sponsored award, if applicable



# Remote Access Only Visiting Scholars

- Individuals that need access to university resources for research purposes such as the library or VPN access but will be performing activities from a remote location and will not be on campus





# Responsibilities of Remote Access Only Visiting Scholars

An approved Remote Access Only Visiting Scholar is responsible for:

- Following all University rules and policies
- Following all federal and state laws
- Reporting any IP rights or obligations that may conflict with the obligations of being a Visiting Scholar
- Not representing themselves as an employee of the University
- Only using access to facilities and resources for the purposes of their visiting scholar assignment and not sharing these resources with another individual (i.e., family, friends, travel companions, etc.)



# Responsibilities of Remote Access Only Visiting Scholar Hosts

The host faculty member of an approved Remote Access Only Visiting Scholar is responsible for the following:

- Ensuring only access, data, etc. needed is provided
- Notifying the OVPR if there is a potential for IP or a need to protect sensitive information
- Requesting an extension after one year if needed
- Notifying the OVPR if the duration, purpose, or access requested changes
- Completing the basic export control training if Visiting Scholar is not a U.S. Citizen



# Things to Consider Before Hosting a Visiting Scholar

- Will the Visiting Scholar be exposed to any confidential information, technology, data, etc.?
  - *If yes, it is best to execute an NDA prior to the arrival*
- Will the Visiting Scholar be conducting research where development of IP is anticipated?
  - *If yes, it is best to execute an IP agreement prior to the arrival*
- Will the Visiting Scholar be performing activities on a sponsored research award?
  - *If yes, the sponsor may need to be notified*
  - *The Visiting Scholar should be aware of any applicable terms and conditions associated with the award*



# Things to Consider Before Hosting a Visiting Scholar

- Will the Visiting Scholar be bringing or leaving with any research equipment, materials, chemicals, biologicals, data, etc.?
  - *If yes, separate a MTA and/or export control review may be needed*
- Is the lab covered by a TCP or does it have select agents?
  - *If yes, please contact the export controls office*
- Will the Visiting Scholar be working in a shared lab space?
  - *If yes, those working in a shared space should be notified of the Visiting Scholar*
- Do you have extended travel planned during the visitation period?
  - *If yes, then a backup host/alternate supervisor will need to be assigned*
- Can the research and results be classified as fundamental?
  - *If no, a license from the federal government may be required prior to any activities being conducted*



# Potential Triggers for Concern Export Controls

- Host has a security clearance
- Host is working on federal research awards that contain controlled unclassified information (CUI)
- Research is intended for military purposes
- Activities performed will be related to the spread or increase of nuclear, chemical, or biological weapons or missile technology
- Requesting Visiting Scholar does not have relatable experience in the host's field
- No previous connections with a requesting Visiting Scholar, or relevant work



# Visiting Scholars and Foreign Influence

- If a visiting scholar is performing any activities on a federally funded sponsored award:
  - Look at federal agency guidance
  - The PI is responsible for making the determination and notifying the sponsor



# Visiting Scholar Updates

- Remote access for visitors located in China
- China Scholarship Council
- Russia







Questions?

Thank you!



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# Contact Us

Office of Export Controls, Conflict of Interest,  
and Responsible Conduct of Research

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