


**M E M O R A N D U M**

**To:** All Faculty

**From:** Stanley Rosen, Director, East Asian Studies Center and  
Chair, Provost's Distinguished Visitors Program Selection  
Committee 

**Date:** October 10, 2006

**Subject:** Call for Proposals: 2006-2007 Provost's Distinguished Visitors  
Program (Deadline – November 15, 2006)

College of Letters, Arts  
and Sciences

East Asian Studies Center

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The Provost's Distinguished Visitors Program invites proposals from faculty for its eleventh year, i.e., fiscal year ending June 30, 2007. The limit of support for each successful proposal is \$5,000. It is expected that visitors will, in general, stay at USC for about 7-10 days, but in exceptional cases of particularly prominent visitors a shorter stay will be considered.

Proposals should include a limited resume (one page is suggested) of the visitor, along with a 2-3 page proposal explaining how the university's goal of internationalization would be furthered by the proposed visit and setting forth a program of proposed activities, which should reach well beyond the department or school with which the proposer is affiliated. A budget for the visit must also be included. (*Honorarium and per diem are not supported by the Provost.*) If either of the visiting faculty apartments is available at the International Residential College at Parkside, the Provost's Distinguished Visitors would have high priority access to them.

In support of the university's strategic plan, preference will be given to visitors from or with expertise in societies from Asia and Latin America. However, proposals for international visitors from anywhere will be accepted and carefully reviewed. Multiple unit endorsements and/or co-sponsorships are **necessary** in order to justify support from funds provided by the Provost. Letters of support must be included in the applications.

Sponsors must undertake to organize the visit, to locate suitable office space for the visitor, and to connect the visitor with faculty and students in relevant units within the university and with organizations and leaders in the wider Los Angeles area. Sponsor must pay all budget-authorized expenses up front from the sponsor's home department/school account(s). After the visit is complete, the sponsor will provide a brief visit report and the Provost's Office will issue one internal requisition made out to the sponsoring department for the approved expenditures.

Please refer to the Provost's Distinguished Visitor's Program website for additional details at: <http://www.usc.edu/pdvp/>.

Proposals and inquiries should be addressed to Professor Stanley Rosen, East Asian Studies Center, MC 0127; Phone: x06661; Fax: x08409; Email: [rosen@usc.edu](mailto:rosen@usc.edu).