DSI-Fellowship-Program

About this document: This document defines the criteria and procedures for selecting DSI fellows. Professors will be appointed as senior fellows.

General information

The fellowship program of the UZH Digital Society Initiative (DSI) aims to promote interdisciplinary cooperation at the University of Zurich regarding all questions concerning the impact of digitalization on society and science. The following principles apply:

- **Thematic orientation:** In general, the DSI fellowship is open to all researchers who actively conduct research on questions of the digital society. The selection is made on the basis of the items defined in the "Criteria" section.

- **UZH researchers:** All professors, senior assistants, postdocs, PhD students and other research associates who are employed at the University of Zurich can apply for a DSI fellowship.

- **External researchers:** Visiting researchers from other universities can spend up to two semesters at the DSI. These researchers are usually employed at their home institution. Temporary employment at the DSI is possible.

- **DSI researchers:** Persons employed directly by DSI projects (third-party funds and the like) are considered DSI fellows for the duration of their employment at the DSI.

- **Letter of recommendation:** Professors of the UZH who wish to become fellows must submit a letter from their faculty’s dean confirming her/his support for the application. For doctoral candidates, postdocs, senior assistants and research associates, a letter from their supervisors is sufficient.

- **Submission deadline:** Applications for a DSI fellowship must be submitted before the beginning of the spring semester (key date: 1 February) and autumn semester (key date: 1 August). The beginning of the fellowship is in the following or the one after the following semester; the desired starting date must be stated in the application. The decision on any fellowship is made three months after the respective deadline.

- **Scope and duration:** A DSI fellowship usually involves a minimum workload of 20% and usually lasts one or two semesters (extensions are possible).
- **Compensation of UZH professors:** Professors employed at the University of Zurich remain employed at their faculty and are exempted from their duties to the extent of their activities at the DSI. For this, the faculty or institute will be compensated by the DSI, for example to the extent of the costs of teaching positions, which cover the professor’s inability to teach. As a rule, the compensation may not exceed CHF 12,500 per semester.

- **Compensation of externals:** Individual agreements are made for foreign fellows. As a rule, the compensation may not exceed CHF 12,500 per semester.

Considering these points, an application for a DSI fellowship therefore includes the following elements:

- A **letter of motivation** in which the applicant explains why he or she wants to become a DSI fellow.
- A **project outline** of a maximum of 5 pages, in which the applicant presents the project to be carried out within the framework of the DSI fellowship and explains in particular how the points mentioned in the section "Criteria" are taken into account.
- A **letter of recommendation**, if necessary (see above point "Letter of recommendation").
- A short **CV** (maximum of 3 pages) and a **list of publications** (only the publications of the last 5 years), sharing the activities and work carried out so far by the applicant in the field of digitalization.

The application has to be sent by e-mail to the DSI office (fellowship@dsi.uzh.ch). All documents must be combined into a single pdf file.

**Criteria**

Researchers applying for a DSI fellowship must refer to the following criteria in their project description:

A) **Compliance with the strategic objectives of the DSI**
   Within the framework of their fellowship, DSI fellows are working on a project that is in line with the strategic priorities of the DSI. These priorities are outlined in the document "DSI Roadmap" and are subject to periodic revision. The strategic priorities are proposed by the plenary assembly and determined by the DSI board of directors.

B) **Interdisciplinarity**
   Interdisciplinary projects are given priority. The project proposal should explicitly show how the interdisciplinary cooperation is structured.

C) **Innovation content**
   It must be explicitly stated what the innovation content of the project is. This can be demonstrated, for example, on the basis of the question or the means, methods or expected results.

D) **Collaboration**
   During their fellowship, DSI fellows are expected to transfer their workplace to the DSI Cen-
ter for at least one day per week in order to work with other fellows on interdisciplinary projects. In addition, the fellows are expected to participate in internal DSI events (DSI Brown Bag Lunches and similar).

E) **Labelling as DSI project**

By accepting the DSI fellowship, the corresponding project becomes a DSI project. For this reason, the applicant must state how the DSI's support of the project will be made recognizable (e.g. by using the logo on presentations, flyers, websites, etc. and/or by corresponding references in publications).

**Procedure**

Funding for a DSI fellowship is granted as follows:

1. Within two months after the deadline, the DSI board of directors shall decide on the appointment of the fellowships on the basis of the documents submitted and the assessment of the DSI managing board. The managing board bases its decisions on the above-mentioned criteria and takes into account the available resources (financial resources, space) when awarding grants. Applications can be placed on a "standby list" if the quality is convincing but the resources currently do not allow a fellowship. Researchers on the "standby list" can be appointed as fellows if selected fellows have to cancel at short notice. In addition, they will be included in the next round of fellowship awards, if the applicant so wishes.

2. Within the third month after the deadline, the DSI steering board decides on the appointment of UZH professors as fellows (all other categories are decided by the DSI board of directors).

3. The new DSI fellows will be informed three months after the deadline. Cancellations are not individually justified, there is no right of appeal. Rejected applications can be submitted again in the following period. Researchers on the "standby list" will be informed accordingly and asked if they want to be included in the evaluation procedure again in the next round.

4. Prospective fellows must inform the DSI office within two weeks whether they can start the fellowship or not. In the event of a cancellation, another person can move up from the "standby list".
Time limit regulation

The international DSI fellowship program will be announced at the beginning of 2018, submissions can be made until April 1, 2018 and decisions will be made in the course of May 2018, the first fellows can begin their work in HS 2018. After that, the deadlines described under "Submission deadline" apply.

For the first fellows in the spring semester 2018, separate submission deadlines apply. Applications need to be submitted by 31 January 2018 at the latest, and the decision will be communicated at the beginning of FS 2018. The fellowships begin immediately after the announcement of the decision.

In the initial phase of the fellowship program, when the premises of the DSI Centre are not yet available, individual arrangements are made to promote cooperation.