



22 February 2023

PERSONAL

Dr Lei Xiong

Email to: 20100029@wnmc.edu.cn

Dear Dr Xiong,

I am pleased to advise that the title of Visiting Fellow will be conferred to you in the School of Biological, Earth and Environmental Sciences, Faculty of Science at the University of New South Wales (UNSW). The title is effective from 15 May 2023 to 15 May 2025.

This is an acknowledgement of your achievement, expertise, leadership or other excellence in your field. Although the conferral of the title comes without remuneration, you will have access to various benefits and resources, as set out in the attached **Information for Conferred Academic Title Holders** guide.

Your UNSW ID is **[z3540495]** and your department code is **[BEES]**. This zID will allow you to access UNSW online services, including a UNSW email address.

If you plan to visit to UNSW you will be required to obtain a valid visa prior to entering Australia and will also need to make arrangements for suitable health and travel insurance. Guidance on the most appropriate visa can be obtained from the Australian Department of Home Affairs website: <https://www.homeaffairs.gov.au>.

CONDITIONS OF HOLDING A CONFERRED ACADEMIC TITLE

1. A conferred academic title does not create an employment or service relationship between the University and the recipient and does not entitle you to any salary payments or alter any existing salary payments.

2. Conferred academic title holders are afforded recognition and privileges similar to staff that hold paid appointments at the same level.
3. Conferred academic title holders are required to contribute to the academic activities for the duration of the term. The title may be renewed for further periods, provided you continue to make valued contributions.
4. In relevant publications and/or conference papers arising from association you must acknowledge your affiliation with UNSW.
5. Display of the affiliation title will be in the following format:

[First Name] [Surname], [Conferred Title]

[School/Centre Name], [UNSW Faculty]

e.g.

Dr Jane Smith, Conjoint Associate Lecturer

St George and Sutherland Clinical School, UNSW Medicine

6. Conferred academic title holders are required to comply with all relevant University policies, rules and guidelines. In particular:
 - The [UNSW Code of Conduct](#); and
 - The [UNSW Research Code of Conduct](#); and
 - The [UNSW Conflict of Interest Policy](#); and
 - The [UNSW Policy on Intellectual Property](#); and
 - The [UNSW Brand Guidelines](#).

Copies of other key policies and important information about UNSW can be found on the University's [Governance website](#).

7. Conferred academic title holders are not covered by the University's Worker's Compensation Insurance, but they are covered by the University's Public Liability Insurance.
8. Conferred academic title holders must not misconstrue their relationship with UNSW, and must ensure that any audiences cannot misconstrue it. Use of any title other than that conferred in writing is not authorised. Conferred academic title holders must also ensure that they protect the reputation of the University in all their dealings, and that they do not use their association with UNSW in a manner that could embarrass the University, its staff or its students.
9. Conferred academic title holder must notify the School/Centre of extended periods of leave e.g. long service leave or parental leave.

10. The University reserves the right to withdraw the conferred academic title and any associated conditions and privileges if the Dean or the Deputy Vice-Chancellor (Academic) considers that the title holder:
 - a) is no longer contributing sufficiently to the teaching, research or teaching and research activities of the University; or
 - b) has breached the UNSW Code of Conduct, the UNSW Research Code of Conduct, the UNSW Policy on Intellectual Property or another relevant University policy; or
 - c) has changed or ceased their external employment situation justifying the withdrawal of the conferred academic title.

11. Conferred academic title holders will immediately disclose to the University any circumstances relevant to their external employment situation which could (in the University's reasonable opinion):
 - a) harm the University's reputation, or embarrass the University, its staff or students; or
 - b) impact upon the academic title holder's eligibility to continue to hold the title (having regard to section 8 above and the University's Conferring Academic Titles Policy).

If you have any other questions regarding your conferral, please contact your local School or Centre Manager in the first instance, or alternatively contact the Faculty of Science HR Team, on email hrscience@unsw.edu.au.

May I take this opportunity to congratulate you on the conferral of this title and to welcome your forthcoming contribution to the academic activities at UNSW.

Yours sincerely,



for **Deena Amorelli**
Chief HR Officer

cc: Professor Alistair Poore, Head of School, School of Biological, Earth and Environmental Sciences