



VISITING SCHOLAR PROGRAM

The PHI BETA KAPPA *Society*

2023-2024 Playbook

- 2 PROGRAM OVERVIEW
- 3 2023-2024 VISITING SCHOLARS
- 6 GUIDELINES FOR HOSTING A VISITING SCHOLAR
- 9 ORGANIZING A VISIT
- 11 BRANDING AND LOGOS



Since 1956, the Phi Beta Kappa Visiting Scholar Program has offered undergraduates the opportunity to spend time with some of America's most distinguished scholars.

The program's main purpose is to contribute to the intellectual life of the campus by making possible an exchange of ideas between the Visiting Scholars and the resident faculty and students. Previous Phi Beta Kappa Visiting Scholars have included such notable names as **Ruth Bader Ginsburg, Wallace Stegner, and Natasha Trethewey**, among others, and every year the Visiting Scholar panel is carefully curated for its distinguished scholarship, the interest their scholarship holds for current students and faculty, public speaking ability, and skill at interacting with undergraduates.

During the 2023–2024 academic year, **Visiting Scholars will visit over 100 colleges and universities that have chapters of Phi Beta Kappa**, spending two days at each one and taking full part in the academic life of the institution.

During each visit, the Scholar will give a lecture that is free and open to the public, take part in class and seminar discussions, and meet informally with students and faculty.

The Visiting Scholars are invited to make visits in response to requests from the Phi Beta Kappa chapters. All arrangements are handled by the DC office, and the Scholars' itineraries will be worked out in accordance with requests received by **April 17, 2023**.

A service fee of \$500, to be paid by the sponsoring chapter, the interested departments, the sheltering institution, or by all jointly, will be billed to the chapter. The sponsoring groups will also be responsible for the costs of housing, meals, and local transportation while the Scholar is their guest.



2023-2024
VISITING
SCHOLARS

Introducing the Phi Beta Kappa 2023-2024 Visiting Scholars, representing scholarship across three disciplines: humanities, social and behavioral sciences, and natural sciences and mathematics.

Read more about all of our current Visiting Scholars on our [website](#).

Humanities



Anna Brickhouse

Virginia

English, 19th Century
American Literature



Julia Bryan-Wilson

Columbia

Art History, Feminist &
Queer Theory



Suzanne Marchand

LSU

History, European
Intellectual History



Natalia Molina
USC

American Studies &
Ethnicity, Latinx Studies



Shawkat M. Toorawa
Yale

Near Eastern Languages &
Civilizations, Arabic Literature



Corey D.B. Walker
Wake Forest

English, Africana
Philosophy

Social & Behavioral Sciences



Kenneth Andrews
UNC

Sociology,
Social Movements



Cathleen Kaveny
Boston College Law

Law, Religion &
Morality



Trevon Logan
Ohio State

Economics, Health &
Demography



Russell Muirhead
Dartmouth

Government, American
Political Thought



Emily Yeh
Colorado

Geography, Nature &
Society

Natural Sciences & Mathematics



Julia Clarke

Texas

Geological Sciences,
Paleontology



Cynthia Moss

Johns Hopkins

Psychological & Brain
Science, Bats



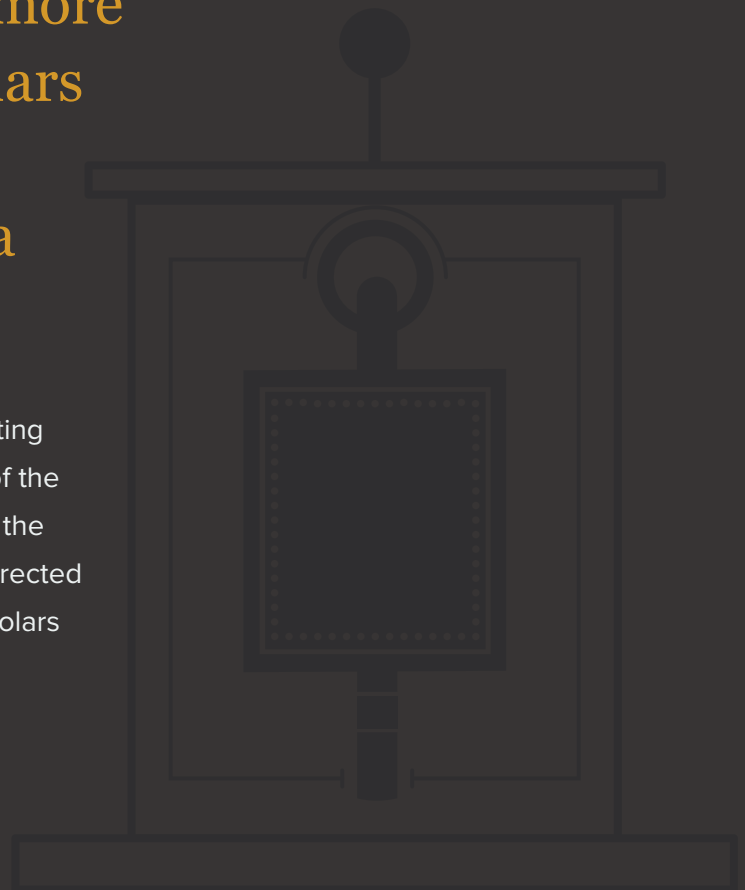
Talitha Washington

Clark Atlanta

Mathematics, Data Science

Over the last 67 years, more than 720 Visiting Scholars have made over 5,900 visits to Phi Beta Kappa sheltering institutions.

If you are interested in bringing one of the Visiting Scholars to your campus, contact the officers of the local Phi Beta Kappa chapter. Questions about the program and the application process can be directed to Hadley Kelly, the Director of the Visiting Scholars Program, at hkelly@pbk.org.





GUIDELINES FOR HOSTING A VISITING SCHOLAR

The Phi Beta Kappa Visiting Scholar Program provides an opportunity to highlight the importance of the liberal arts on your campus, strengthen your chapter, bring awareness of Phi Beta Kappa to your students, and connect students with Visiting Scholars on a personal level. Follow these guidelines for a successful, inclusive, and creative visit.

Schedule

- The visit is comprised of a **two-day stay including a public lecture and four other events** (shared/hosted meals do count as events). If you would like to involve Scholars in more than five events, please get their permission well in advance.
- The visit should last two days and two nights. On rare occasions, a third night may be added due to travel constraints, but only with advance consent of the Scholar.

Communication

- Send Scholars a draft schedule six weeks before each visit; this allows for needed communication between Scholars, their hosts, and the professors whose classes they will attend.
- Once a draft schedule is approved by the Scholar, travel can be booked.
- For classroom and seminar discussions, the professor(s) should be in touch with the Scholar before the visit to share the course description, what's expected of the Scholar, and the size/makeup of the class.

- One week before the visit, check in with the Scholar to confirm details. Exchange phone numbers and make sure there is one point of contact for the Scholar in case any last minute communication is needed.
- Ensure that the Scholar has an office to use while on campus.

Financial Responsibilities

The **sponsoring PBK chapter/host university** is responsible for:

- Travel costs to and from chapter's local airport
- Arranging and paying for hotel/lodging
- Covering transportation costs during visit
- Paying for meals
- \$500 administrative fee to Phi Beta Kappa national

PBK national is responsible for:

- Plane/long distance travel costs
- Travel costs to and from Scholar's local airport (airport parking, taxi/ride share, etc.)
- Meals/snacks while in transit to/from local airport to destination airport
- Honorarium of \$3,000 for the Scholar

PBK Mission

- When introducing the Scholar at the public lecture and other events, talk about Phi Beta Kappa, its mission, and eligibility.
- Involve Phi Beta Kappa members to assist with planning the visit, along with professors who work in the same or a similar field as the Scholar.
- Arrange for the Scholar to meet with at least one relevant administrative official such as the Dean of Arts and Sciences, the Provost, or the President; invite the President and other appropriate administrators to the public lecture.

Student Outreach

- Invite Scholars to talk about their research, graduate school, and/or career opportunities with undergraduates in informal settings, such as over coffee or at pizza lunches; encourage direct interactions with students beyond classroom/lecture encounters.
- Have students discuss/present their work to the Scholar for feedback and advice.

Timeline

February 2023:

Announcement of the 2023-2024 Visiting Scholars

April 2023:

Chapters rank their top selections for Visiting Scholars

May 2023:

Chapters and Visiting Scholars are matched and dates are confirmed

September 2023-

May 2024:

Chapters host Visiting Scholars on campus

- Take special care to invite historically under-represented or first-generation students to all events or to a special event arranged just for them, doing outreach through relevant campus centers, administrators, or affinity groups.
- Give a campus tour and/or a tour of historical/cultural interest.

Publicizing the Visit

- Use the Visiting Scholar logo. Check out our guidelines [here](#).
- Share details about the public lecture on social media (#PBKVisitingScholar) and school event calendar; tag Scholars if they have social media accounts.
- Send information to email lists in several departments.
- Post flyers/posters throughout campus.
- Request that faculty in the Scholar's subject area promote the public lecture in their classes.
- Contact your local chapter(s) and Association (if applicable) to invite its members to attend the public lecture.
- Extend personal invitations to those who may have connections or interest in the Scholar and/or his or her work.
- Advertise the public lecture on local radio station.
- Encourage all PBK members to participate.



There are many different ways that chapters organize a visit. Below are sample tools to help you plan your Scholar's visit.

Sample Schedules

Example 1:

First Day:	
Morning	Participate in classroom discussion
Afternoon	Tour of campus by student PBK members and free time before public lecture
Evening	Reception and Public Lecture
Second Day:	
Morning	Students present [work] to Visiting Scholar for feedback in a seminar class
Afternoon	Informal brown-bag lunch with students interested in graduate school and careers in Visiting Scholar's field of study

Example 2:

First Day:	
Afternoon	Participate in classroom discussion
Evening	Dinner with professors in Visiting Scholar's field of study and chapter PBK officials
Second Day:	
Morning	Interview with local college station
Afternoon	Visit the university's museum collection in Visiting Scholar's field of study, led by students
Evening	Public Lecture

Hosting Committee Roles

Below are committee designations used by one chapter to ensure that the planning didn't fall on one person:

Chapter Rep I:

- Recruitment of committee on arrangements for its first meeting
- Arrangements for the public lecture venue
- Introduction of speaker

Chapter Rep II:

- Liaison with department and honors program representatives
- Compilation of program for Scholar and national PBK office
- Airport transportation on arrival and departure

Secretary/Treasurer:

- Notify PBK members; notices for events calendar/faculty newsletter
- Arrangements for campus escorts and local transportation
- Solicitation of financial aid from co-sponsoring campus groups
- Arrangements for payment of all bills
- Hotel reservations

Department Reps:

- Circulation of "control sheet" to channel requests for appearances by Scholar in class/seminar sessions
- Preparation of background materials on courses in Scholar's field
- Arrangements for an office for Scholar's use on campus

Publicity Rep:

- Contact with university communications office for newspaper and radio notices
- Possible interviews

Student Reps:

- Arrangements for informal student meetings with Scholar
- Poster publicity



BRANDING AND LOGOS

The Visiting Scholar Program revised its logo in 2022. The new logo system consists of several variations in size and color in order to support the many kinds of collateral created to promote a scholar's visit. Use these marks for your social media posts, posters, postcards, slide backgrounds, and programs.

Download the new logos [here](#).

Primary Marks

The primary, full-color mark is shown here. It is also available in small and wide formats.



Primary Mark



Small



Wide

Secondary Marks

The family of marks includes variations for size and color.

Small



Wide



Rectangular



General Guidelines

- Prioritize the readability of the mark. Use the best variation for your needs.
- Place the logo on flat color backgrounds that provide high contrast. Do not place the logo on images or graphics that reduce its visibility or readability.
- Do not crop, stretch, recolor, or otherwise alter the logo.
- Do not crowd the logo with other content.



**VISITING
SCHOLAR
PROGRAM**

The PHI BETA KAPPA *Society*

pbk.org/VisitingScholars