

**Regulations
for the Graduate School
Research School PLUS
at the Ruhr-Universität Bochum**

13th June 2014

In consultation with the *Executive Board* and the Rectorate of the Ruhr-Universität Bochum (RUB), following prior agreement with the German Research Foundation (DFG) and with the consent of the head of the participating campus-wide RUB Research School (RUB-RS), the *Principal Investigators* (PIs) of the Ruhr University Research School PLUS (RS PLUS) adopt the following regulations:

**§ 1
Position within the RUB**

The Research School RS PLUS is an externally funded project (DFG project GSC 98) in the second round of the Excellence Initiative of the German Federal and State Governments with a term from 1 November 2012 to 31 October 2017. The RS PLUS is organisationally assigned to the RUB-RS.

**§ 2
Objectives, Tasks and Training Concept**

- (1) The objective of the RS PLUS is the early integration of doctoral students in the international academic and research community. The establishment of the doctoral candidates' own international academic networks results in added academic value for their dissertation, further career prospects and sustained development of the research collaborations of the RUB. To achieve this goal, the RS PLUS promotes projects that favour early international networking and cooperation between young academics.
- (2) RS PLUS enables doctoral students to prepare for quality assurance in the academic system. For this purpose, doctoral students (a) participate in all committees involved in reviewing applications, (b) are integrated as subject-specialist and non-specialist reviewers in evaluating applications by other doctoral students and (c) receive appropriate training opportunities which systematically prepare them for both the creation and the evaluation of applications for external funding. The details of this are governed by the appropriate guidelines for the review process of the RS PLUS.
- (3) RS PLUS supports the transitional phase from the conferral of a doctorate to an international career as a postdoctoral fellow.
- (4) RS PLUS promotes equal opportunities and the compatibility of family and an academic career.
- (5) All doctoral students who were promoted by the RS PLUS are available to the RS PLUS project and the RUB with their international experience and contacts. Together with their supervisors, through the development and expansion of international cooperation, they contribute significantly to the internationalization of the research network of the RUB.

- (6) All doctoral students studying at the Ruhr-Universität are eligible to apply to the RS PLUS. Details on eligibility and special cases are governed by the RS PLUS application guidelines.

§ 3 **Set-up**

- (1) RS PLUS is integrated in the university-wide Research School RUB-RS as a project for the promotion of doctoral students.
- (2) RS PLUS has its own Speaker and shares a joint office with the RUB-RS.

§ 4 **Organs**

The organs of the RS PLUS are:

- the General Meeting of the PIs
- the *Executive Board* (the Board)
- the Speaker
- the *Early Career Researchers Board*
- the international Advisory Board

§ 5 **General Meeting**

- (1) The General Meeting consists of the PIs of the RS PLUS project.
- (2) The General Meeting elects the Speaker of the RS PLUS on the mutual proposal of the Rectorate with a simple majority for a term of five years.
- (3) The General Meeting is convened at least once per year by the Speaker of the RS PLUS and whenever at least half of the voting members request.
- (4) The Speaker of the RS PLUS conducts the General Meeting with the right to vote.

§ 6 **Executive Board**

- (1) The *Executive Board* consists of:
 - a) the Speaker
 - b) four representatives of the doctoral students of the RUB and four deputies
 - c) four representatives of the professorate of the RUB

The *Executive Board* should represent as many departments of the RUB as possible.

- (2) The representatives of the professorate are elected by a simple majority of the General Meeting from among the electable full-time permanent professors of the RUB for a term of two years. The representatives of the doctoral candidates and their deputies are elected by a simple majority of all the doctoral students enrolled at the RUB for a term of one year. The membership of the representatives of the doctoral candidates and their deputies does not automatically end on attainment of the doctoral degree. A transition phase of up to four months as a graduate member is possible.
Re-election of members of the *Executive Board* is possible. The exact terms of the electoral process are governed by the Rules of Procedure.
- (3) The General Meeting can vote a representative of the professorate out of office by electing a successor by a simple majority. The doctoral students of the RUB can vote the representatives of the doctoral candidates and their deputies out of office by electing a successor by a simple majority. The details are governed by the Rules of Procedure.
- (4) If a doctoral student representative resigns from office early, the Executive Board may appoint a successor for the remaining term. If a representative of the professorate resigns from office early, the General Meeting elects a successor in accordance with paragraph (2).
- (5) The *Executive Board* especially bears responsibility for:
 - the development of the application and review process and the corresponding training concept
 - the use of funds within the framework of the respective funding statutes of the providers of the external funds
 - decisions on funding applications for the funds available in the RS PLUS
 - funding principles
 - the consultation on quality assurance measures
 - the conceptual development of the RS PLUS
 - the development of appropriate measures for the sustainability of the funding measures
 - the consultation of the Speaker.
- (6) The *Executive Board* meets regularly.
- (7) The *Executive Board* may adopt its own Rules of Procedure.
- (8) The *Executive Board* is responsible for the annual report.

§ 7 Speaker

- (1) The Speaker heads the RS PLUS and represents its interests inside and outside of the university. He or she is also the Chair of the *Executive Board* and the General Meeting.
- (2) The Speaker of the RS PLUS is elected on the proposal of the Rectorate by a simple majority of the General Meeting from among the electable full-time permanent professors of the RUB for a term of five years.
- (3) The Speaker's tasks include, in particular:
 - the representation of the RS PLUS inside and outside the RUB

- responsibility for the proper allocation of resources and compliance with the total budget of the RS PLUS
 - reporting on its decisions to the *Executive Board* of the RS PLUS.
- (4) The Speaker is assisted by the Managing Director and the Central Coordination Office.
- (5) In urgent cases in which the *Executive Board* cannot be convened in time, voting may be carried out by means of an e-mail circulation procedure. If, within a reasonable time period, at least half of the members have not voted, the Speaker may decide. The *Executive Board* is to be informed of this at its next regular meeting. The detailed terms of the circulation procedure are governed by the Rules of Procedure.
- (6) The Speaker may stand down from office giving three months' notice. If the Speaker stands down prematurely or he or she is no longer able to exercise his office, the *Executive Board* is to convene a General Meeting immediately, giving a minimum of four weeks' notice, to elect a new Speaker. Until the election, the Speaker continues to hold office provisionally. If this is not possible, the University Management is to appoint a board member (representative of the professorate) on the recommendation of the *Executive Board*, who provisionally takes over the role of Speaker.
- (7) The General Meeting can vote the Speaker out of office by electing a successor with a two-thirds majority.

§ 8

Early Career Researchers Board

- (1) The *Early Career Researchers Board* (ECR Board) has at least twelve members. At least 75% of the members have to be young researchers at the RUB who hold a doctorate (junior professors, junior research group leaders or postdoctoral students). At least one member has to be a doctoral student at the RUB.
The members of the ECR Board should represent as many departments of the RUB as possible.
- (2) The members of the ECR Board are appointed by the Rector of the RUB in consultation with the *Executive Board* for a term of two years. Re-appointment is possible. The faculties, the Speaker and the CCO may propose candidates for appointment when a member of the ECR Board resigns. The exact terms of the process are governed by the Rules of Procedure.
- (3) If a member resigns early, a successor is appointed in accordance with paragraph (2).
- (4) The ECR Board performs its tasks within the framework of an electronic circulation procedure or through meetings. At a meeting the ECR Board has a quorum if at least six members are present. The details are governed by the Rules of Procedure
- (5) The tasks of the ECR Board include:
- quality assurance of the review process
 - articulation of funding recommendations to the *Executive Board*
 - consultation of the *Executive Board* with regard to improving the application and review process
 - providing feedback to the reviewers on the quality of their reviews.

§ 9

International Advisory Board

- (1) The International Advisory Board of the RS PLUS is identical to the International Advisory Board of the RUB-RS.
- (2) The Rectorate appoints an International Advisory Board in consultation with the *Executive Board* and the Governing Committee of the RUB-RS.
- (3) Only individuals can be appointed to the Advisory Board who are not employed by the RUB. They are appointed by the Rectorate for a term of five years. Re-appointment is possible.
- (4) The International Advisory Board meets once a year and adopts the annual report. The members discuss the annual report and have an advisory capacity with regard to the strategic design of the RS and the RS PLUS.

§ 10

Central Coordination Office

- (1) The Office of the RS PLUS is integrated into the Office of the RUB-RS and is headed by the Managing Director. The Managing Director is authorised to issue instructions to the employees of the Coordination Office.
- (2) In the area of the RS PLUS, the Office is responsible for:
 - administrative management of the tasks of the RS PLUS, in particular the organisation of the application and review process
 - consultation of doctoral students on the application and review process
 - support of the Speaker, the Board, the International Advisory Board and the ECR Board of the RS PLUS
 - planning and implementation of events and training offers
 - human resource management and finance
 - preparation of an annual report
 - organisation of the election of the representatives on the *Executive Board* and the organisation of new appointments to the ECR Board.

§ 11

Resolutions, Elections, Minutes

- (1) Provided these Regulations do not specify otherwise, the organs of the RS PLUS have a quorum if, following due invitation, at least half of all voting members are present. If it is not possible to achieve a quorum through invitation, the next meeting convened constitutes a quorum regardless of the number of members present, provided this was specified in the invitation.
- (2) Provided these Regulations do not specify otherwise, resolutions by the organs of the RS PLUS are passed by a majority of the Yes or No votes cast (simple majority). Abstentions count as votes not cast. In case of a tied vote, the discussion is to be continued until a majority is reached.

At the request of a committee member, voting is to be carried out by secret ballot.

- (3) Votes and resolutions by circulation procedure may be agreed by the members of the committee.
- (4) Summary minutes are to be kept on the meetings of the organs of the RS PLUS and made available to all members of the organ at the latest with the invitation to the next meeting. The minutes are considered adopted if they are approved by the members of the committee at this next meeting.

§ 12 **Arbitration Clause**

- (1) Complaints or similar by an applicant, a committee member or an organ against decisions of the *Executive Board* are to be addressed to the Speaker. The complaint is to be submitted to the *Executive Board* and a new decision-making process initiated. For this purpose, the expertise of other people can be drawn on. The *Executive Board* decides exclusively on the case.

§ 13 **Final Provisions and Entry into Force**

- (1) These Regulations including any supplements or amendments are to be coordinated with the German Research Foundation (DFG) and the Rectorate of the RUB and require the approval of the General Meeting of the RS PLUS in consultation with the *Executive Board* of the RS PLUS.
- (2) These Regulations enter into force on the day following their publication and are published on the websites of the RS PLUS.

Bochum, 13 June 2014

The Speaker of the Research School PLUS
Bochum
Prof. Dr. Roland Fischer

The Rector of the Ruhr-Universität
Prof. Dr. Elmar W. Weiler