

Faculty of Law  
University of Groningen

## **FACULTY REGULATIONS**

October 2017

## CONTENTS

<i>Description</i>		<i>page</i>
Chapter I	GENERAL PROVISIONS	3
Chapter II	ADMINISTRATIVE ORGANIZATION	4
Section 1	Faculty Board	
Section 2	Faculty Council	
Chapter III	DEGREE PROGRAMMES	7
Section 1	Director of Education	
Section 2	Programme Committees	
Section 3	Board of Examiners	
Chapter IV	TEACHING AND RESEARCH DEPARTMENTS	13
Chapter V	RESEARCH	15
Section 1	Director of Research	
Section 2	Research Institute of the Faculty	
Section 3	Centres of Expertise	
Section 4	Graduate School	
Chapter VI	PERMANENT ADVISORY COMMITTEES	19
	Scientific Research and Ethics Committee	
Chapter VII	DEGREE PROGRAMME ADVICE (BSA SYSTEM)	20
Chapter VIII	FINAL PROVISIONS	21
<i>Appendix</i>	Powers of the Faculty Councils	22

## **Chapter I    GENERAL PROVISIONS**

### **Article 1**

In these Regulations, ‘the Act’ refers to the Higher Education and Research Act (*Wet op het hoger onderwijs en wetenschappelijk onderzoek, WHW*).

All other terms in these Regulations, to the extent that they are also mentioned in the Act, have the same definition as that assigned to them by the Act.

## **Chapter II        ADMINISTRATIVE ORGANIZATION**

### **Section 1        Faculty Board**

#### **Article 2**

1. The Faculty Board has three members, appointed by the Board of the University in consultation with the Faculty Board.
2. The Board of the University appoints a Chair and a Deputy Chair. The Faculty Board determines the division of duties among its members, notwithstanding the responsibility of the Board as a whole for its decisions and actions.
3. The Dean is appointed for a period of four years, the Vice Dean for three years and the Managing Director of the Faculty for five years.

#### **Article 3**

1. The Faculty Board will invite the student members of the Faculty Council to select a student to attend the meetings of the Faculty Board for the term of one year to advise the Board.
2. This student may not be a student member of the Faculty Council.
3. Before appointing a student as referred to in Article 3.1, the student section of the Faculty Council must first consult the Chair of the Faculty Board.

#### **Article 4**

1. With due observance of Article 2.2, the Faculty Board may decide on more detailed task allocation.
2. The Faculty Board must notify the Board of the University and the Faculty Council of its division of duties and the decision as referred to in Article 4.1 and publish these widely within the Faculty.

#### **Article 5**

The Faculty Board will draw up Rules of Procedure for its meetings and inform the Faculty Council of these.

#### **Article 6**

The meetings of the Faculty Board are not public.

## **Section 2 Faculty Council**

### **Article 7**

1. The Faculty Council has 18 members:  
9 staff members elected by staff.  
9 student members elected by students.
2. The staff members are elected for two years; the student members for one year.
3. Any member elected to fill an interim vacancy will resign at the time when the original member was expected to resign.
4. The term begins on 1 September of the year in which the elections for the section in question took place.
5. Members of the Board of the University, the Supervisory Board and the Faculty Board may not be members of the Faculty Council.
6. The members retire *en masse* at the end of their term, unless there are no successors due to special circumstances.
7. Resigning Faculty Council members are directly re-electable for another term.
8. The elections for the Faculty Council are organized in accordance with the University of Groningen Electoral Regulations.
9. The meetings of the Faculty Council are open to the public, unless the Council decides otherwise, bearing in mind the Rules of Procedure.

### **Article 8**

In accordance with Article 9.34.3h WHW, the powers of the Faculty Council are set out in Chapter 7 of the University Council Regulations, which is included as an Appendix to these Regulations.

### **Article 9**

Membership of the Faculty Council can be terminated due to:

- a. retirement by rotation
- b. death
- c. written notification
- d. leaving the Faculty community
- e. transfer to another section as referred to in Article 7.

## **Article 10**

1. The Faculty Council elects from its members a Chair and one or more Deputy Chairs, bearing in mind that each of the sections must be represented.
2. The Chair of the Faculty Council discusses the agenda with the Chair of the Faculty Board and one or more Deputy Chairs in preparation for each Faculty Council meeting.
3. The Faculty Board will provide administrative support to the Faculty Council.

## **Chapter III      DEGREE PROGRAMMES**

### **Section 1      Director of Education**

#### **Article 11**

1. The Faculty Board will appoint a Director for each of the Faculty's degree programmes.
2. The same Director may be appointed for more than one degree programme.
3. The Faculty Board member for Education may also be the Director of Education for one or more degree programmes within the Faculty.

#### **Article 12**

1. The Director of Education is in charge of the Teaching and Examination Regulations on behalf of the Faculty Board. The Director of Education, in consultation with the management of the relevant teaching and research department, determines who will be involved in the implementation of the Teaching and Examination Regulations and will provide the necessary directions. If no agreement can be reached, the Faculty Board will decide.
2. The Director of Education issues advice to the Faculty Board about formulating the Teaching and Examination Regulations in consultation with the management of the teaching and research departments.
3. The Director of Education issues advice to the Faculty Board about the system of internal quality assurance and the follow-up of external quality assurance with regard to teaching in consultation with the management of the teaching and research departments.
4. The Director of Education issues advice to the Faculty Board about joint regulations concerning interfaculty degree programmes in consultation with the management of the teaching and research departments.

#### **Article 13**

The Director of Education is accountable to the Faculty Board.

## **Section 2      Programme Committees**

### **Article 14**

1. The Faculty has Programme Committees for the following degree programmes:
  - Bachelor's degree programme in International and European Law
  - Dutch Law (Bachelor's) and Dutch Law (Master's)
  - English-taught Master's degree programmes
  - IT Law
  - Law and Public Administration
  - Legal Research
  - Notarial Law
  - Tax Law
2. Half of the members of the Programme Committee are students and half lecturers.
3. Notwithstanding articles 9.31.3 to 9.31.8 of the WHW, in consultation between the Faculty Board and the Faculty Council, these regulations may stipulate a procedure for selecting members of the Programme Committee other than by vote. It will be decided each year whether the new procedure for selecting members will be continued. The chosen selection procedure must be set out in the Faculty Regulations.
4. The study associations are responsible for the recruitment of student members. To this end, the study associations appoint a selection committee comprising a board member of the study association, a member of the Programme Committee and the student advisory member of the Faculty Board. The study associations forward the names of the candidates selected by the selection committee, after which the Faculty Board can freely decide whether or not to approve the nominations. Staff members can apply for membership of a Programme Committee. The Faculty Board will nominate its candidate(s) during the last Faculty Council meeting of the academic year, upon which the staff section of the Council will give its opinion on the nominations. If necessary, the Faculty Board will consider nominating another candidate.
5. The Faculty Board may decide that one Programme Committee can cover several degree programmes.

### **Article 15**

Programme Committee members are appointed for a period of one year, extension of which is possible.

### **Article 16**

1. In accordance with Article 9.18 of the Act, it is the Programme Committee's task to issue advice on how to promote and guarantee the quality of the degree programme. In addition, the Programme Committee has:
  - a. right of consent with respect to the Teaching and Examination Regulations, as



- referred to in Article 7.13 WHW, with the exception of the topics listed in Article 7.13.2 under a, f, h through u and x, and with the exception of the requirements referred to in Articles 7.28.4, 7.28.5 and 7.30b.2;
- b. the task of annually assessing how the Teaching and Examination Regulations are implemented;
  - c. right to prior consultation with respect to the Teaching and Examination Regulations, as referred to in Article 7.13 WHW, with the exception of the topics with respect to which the Committee has right of consent on the grounds of (a), and
  - d. the task of issuing advice, on request or on its own initiative, to the Programme Director and the Faculty Board on all matters relating to teaching in the relevant degree programme. The Board or the Dean, respectively, will react within two months of receiving this proposal. The Programme Committee will send the advice and proposals referred to in this paragraph to the Faculty Council for information purposes.
2. Whenever a decision to be taken must first be submitted to the Programme Committee for advice or consent in accordance with the Act and these Regulations, the Faculty Board and the Director of Education must ensure that:
    - a. the Programme Committee is given the opportunity to consult with them before advice is issued or consent given;
    - b. the Programme Committee is informed as quickly as possible of the way that the advice issued will be acted upon.
  3. The Faculty Board will send the Faculty Council a copy of the information referred to in Article 16.2b for information purposes.
  4. The Faculty Board allows the Programme Committee to use any facilities that are available and that can reasonably be deemed necessary to fulfil its duties.

In accordance with Article 9.48 of the Act, the Faculty Board gives the members of the Programme Committee the opportunity to follow any training courses they may need to fulfil their duties for a period to be determined by the Faculty Board and the Programme Committee together. Faculty staff members will be allowed to follow such training courses during working hours (and with full pay).

## **Article 17**

1. The Programme Committee is authorized to invite the Director of Education or the Dean at least twice a year to discuss the proposed policy on the basis of its established agenda.
2. The Faculty Board will mediate in any disputes concerning powers between one or more Programme Committees on the one hand and the Faculty Council on the other. If such mediation does not result in a solution, the dispute will be presented to the Board of the University, which will make a binding decision.

### **Section 3 Board of Examiners**

#### **Article 18**

1. All the Faculty's degree programmes are covered by a Board of Examiners.
2. The Board of Examiners is the body responsible for determining, in an objective and expert manner, whether a student meets the requirements specified in the Teaching and Examination Regulations with regard to the knowledge, understanding and skills required to obtain a degree.

#### **Article 19**

1. The Board of Examiners is established by the Faculty Board, and its members are appointed based on their expertise in the field of the degree programme or cluster of degree programmes involved. At least one member must be a lecturer in the relevant degree programme or programmes, and at least one member must be from outside the relevant degree programme or cluster of degree programmes.
2. The other appointed members are experts in the fields relevant to the degree programme, the teaching content or assessment.
3. The Board of Examiners may always consult with third parties to enhance its expertise.
4. The Director of Education or study advisors of the relevant degree programme may not be members of the Board of Examiners.
5. The Faculty Board is responsible for ensuring that the Board of Examiners can function independently and in an expert manner.
6. Before appointing a new member, the Faculty Board will hear the members of the relevant Board of Examiners.

#### **Article 20**

1. In addition to the duties and powers set out in Article 18, a Board of Examiners has the following duties and powers:
  - a. issue certificates or declarations subject to the provisions of Article 7.11 of the Act and the model certificate with its related documents drawn up by the Board of the University;
  - b. ensure the quality of examinations and final assessments, notwithstanding Article 7.12c of the Act;
  - c. drawing up guidelines and instructions within the framework of the Teaching and Examination Regulations referred to in Article 7.13 of the Act, in order to determine the results of examinations and final assessments;
  - d. the most appropriate Board of Examiners may grant permission to a student to follow a degree programme designed by that student, within the meaning of Article 7.3d of

- the Act, the final assessment of which leads to the conferral of a degree, whereby the Board of Examiners also indicates to which of the institution's degree programmes that programme is considered to belong under the Act;
- e. grant exemptions from one or more examinations;
  - f. ensure the quality of the organization and procedures surrounding examinations and final assessments and
  - g. issue advice to the Board of the University regarding the Board's intention to terminate a student's registration as referred to in Article 7.42a of the Act.
2. Any student or *extraneus* caught cheating may be excluded by the Board of Examiners from participation in one or more examinations or final assessments to be determined by the Board of Examiners, for a period of time also to be determined by the Board of Examiners with a maximum of one year. In serious cases of cheating, the Board of the University, on the recommendation of the Board of Examiners, may definitively terminate the student's registration in the degree programme.
  3. The Board of Examiners will draw up rules for the performance of the tasks and exercising of its powers as set out in Article 20.1b, c and e and in Article 20.2, as well as for the measures that it can take in this context. The Board of Examiners can, within the conditions it sets, determine that not every examination must be passed for the final assessment to be passed.
  4. If a student submits a request or complaint to the Board of Examiners that involves an examiner who is a member of the Board of Examiners, this examiner will not participate in the process concerning this request or complaint.
  5. The Board of Examiners draws up annual reports of its activities and presents these to the Faculty Board, and may report to the Faculty Board whenever this is deemed necessary.
  6. With regard to the assessment policy that each Faculty Board may apply, the Board of Examiners has a number of specific duties, including:
    - a. drawing up and/or confirming the test design procedure, assessment procedure, assessment criteria and the pass mark for tests and examinations;
    - b. appointing officials who will be responsible for the implementation of the various assessment components;
    - c. determining the method of regular evaluation and the assessment procedure as a whole;
    - d. evaluating the assessment plan in terms of the feasibility of the learning outcomes of the degree programme and
    - e. ensuring that assessment takes place in line with the assessment plan approved by the Faculty Board.

## **Article 21**

1. The Board of Examiners appoints examiners to set examinations and determine the results. The Board of Examiners is responsible for ensuring that the examiners can

function independently and in an expert manner.

2. The Board of Examiners only appoints examiners who satisfy the requirements of professional development in the field of assessment. If this is not the case, a temporary appointment is possible on condition that the examiner is supervised by an examiner who does satisfy these requirements.
3. The examiners must provide the Board of Examiners with information as requested.

## **Chapter IV      TEACHING AND RESEARCH DEPARTMENTS**

### **Article 22**

1. The Faculty Board establishes teaching and research departments to organize teaching and research and the interrelationships between them, and to promote discussion among people working in the same field and the expertise needed to make responsible decisions in the field of teaching and research at Faculty level.
2. Staff who are not allocated to a teaching and research department on the basis of Article 23 will be allocated by the Faculty Board to the general Faculty service/department.
3. The Faculty has the following teaching and research departments:
  - a. the Department of Legal Methods and Legal History
  - b. the Department of Business Law, European Law and Tax Law
  - c. the Department of Private Law and Notarial Law
  - d. the Department of Constitutional Law, Administrative Law and Public Administration
  - e. the Department of Criminal Law and Criminology
  - f. the Department of Transboundary Legal Studies.

### **Article 23**

1. The Faculty Board appoints the members of the teaching and research departments.
2. In consultation with the members of each teaching and research department, the Faculty Board will appoint one of its professors as Head of Department. In addition, the Faculty Board can appoint two other members of the department to assist this professor.

### **Article 24**

The departmental management will draw up regulations to further define its organization and design, and will present these regulations to the Faculty Board for approval.

### **Article 25**

Without prejudice to the provisions of Article 12, the departmental management will, either on request or on its own initiative, make its opinions concerning all matters related to the teaching within the Faculty known to the Faculty Board.

### **Article 26**

The departmental management will, either on request or on its own initiative, make its opinions concerning the approval of general guidelines for academic research and the approval of the Faculty's research programme known to the Faculty Board.

**Article 27**

The Faculty Board will meet with the management of the teaching and research departments at least once a year.

## **Chapter V        RESEARCH**

### **Section 1        Director of Research**

#### **Article 29**

1. The Faculty Board forms the management of the research institute and will appoint a Director to head the research institute for a period that it determines. The appointment must be approved by the Board of the University.
2. Bearing in mind the University of Groningen Administrative Regulations, the Faculty Board can entrust its administrative mandate to the Director of Research for a period of time that it determines.

#### **Article 30**

1. The Director of Research is responsible for heading the research institute.
2. In consultation with the management of the relevant teaching and research departments, the Director of Research will determine the research programme of the institute, monitor its implementation and annually report to the Faculty Board.
3. The research programme and the budget will be approved by the Faculty Board.
4. The Director of Research is responsible for the policy aimed at acquiring indirect government funding and contract research.
5. The Director of Research issues advice to the Faculty Board about the system of internal quality assurance and the follow-up of external quality assurance with regard to research in consultation with the management of the teaching and research departments and of the research programmes.
6. The Director of Research, the Director of the Groningen Graduate School of Law and the Faculty Board member for Research regularly meet.

#### **Article 31**

1. The Director of Research reports to the Faculty Board.
2. The positions of Director of Research and Director of the Groningen Graduate School of Law can be fulfilled by the same person.

## **Section 2 Faculty research institute**

### **Article 32**

1. The Faculty of Law has one research institute: the Groningen Centre for Law and Governance (GCLG).
2. The Faculty Board forms the board of the research institute.
3. The GCLG's research takes place in research programmes, each of which is headed by one or more professors or associate professors who are appointed by the Faculty Board.
4. The programme leaders together make up the Programme Council. This Council has a coordinating role and issues advice to the Faculty Board about matters related to the research conducted.
5. The Director of Research and the Faculty Board member for Research are members of the Programme Council. The Director of the Graduate School and the Chair of the Scientific Research and Ethics Committee are advisory members of the Programme Council.
6. The Director of Research is the Chair of the Programme Council.
7. The programme management and the management of each department are jointly responsible for the research conducted within the individual degree programmes.



### **Section 3      Centres of Expertise**

#### **Article 33**

1. The Faculty Board can establish one or more Centres of Expertise.
2. A Centre of Expertise is a programme partnership of staff members in fields in which the Faculty has special expertise. Such a partnership can involve both teaching and research.
3. Staff members need permission from their manager to participate in a Centre of Expertise.
4. The teaching and/or research of a Centre of Expertise forms an integral part of the Faculty teaching and research programme, and falls within the same regime of annual approval and reporting. The academic annual report will list publications by people working in a Centre of Expertise under the research programme to which they are related.
5. A Centre of Expertise can appoint external employees, who may be eligible for the position of fellow.
6. A Centre of Expertise is by definition linked to the University of Groningen and cannot be part of a private-law legal entity.

## **Section 4      Graduate School**

### **Article 34**

1. The Groningen Graduate School of Law is responsible for both undergraduate and postgraduate training of researchers.
2. The Groningen Graduate School of Law is headed by a Director, who is appointed by the Faculty Board for a period that it determines. The appointment must be approved by the Board of the University.
3. The Director of the Groningen Graduate School of Law is responsible on behalf of the Faculty Board for the Teaching and Examination Regulations of the Research Master's degree programme and for the curriculum of the PhD programme in Law. In addition, the Director is responsible for the supervision of Research Master's students, PhD scholarship students, *promovendi* as referred to in the Collective Labour Agreement for Dutch Universities (*CAO Nederlandse Universiteiten*) and other PhD students.
4. The Director reports to the Faculty Board.
5. The structure of the Graduate School is set out in the Regulations concerning the Groningen Graduate School of Law.

**Article 35**

1. The Faculty has a Scientific Research and Ethics Committee (*Commissie Wetenschapsbeoordeling en Ethiek, CWB*).
2. The Scientific Research and Ethics Committee comprises at least five members, including a student member and an advisory student member. The members and the advisory student member are appointed by the Faculty Board.
3. The Faculty Board appoints a Chair, who is a member of the academic staff.
4. The student member and the advisory student member are appointed for a period of one year; the other members for two years. Members can be reappointed.

**Article 36**

1. The Scientific Research and Ethics Committee is responsible on behalf of the Faculty Board for issuing advice with regard to, assessing and approving project proposals for PhD and postdoc research. Specific points for attention include the content of the project proposal, in particular the problem definition, methodological aspects of the project proposal and the feasibility of the project within the proposed project period.
2. The Scientific Research and Ethics Committee provides feedback on proposals for indirect government funding before they are submitted, and can also issue advice on how to submit them.
3. Upon the request of an external client, or if deemed necessary for other reasons, the Scientific Research and Ethics Committee can assess whether a research project that is about to be submitted dovetails with the ethical guidelines of the Faculty.
4. The academic report must be approved by the Scientific Research and Ethics Committee.
5. The Scientific Research and Ethics Committee also issues advice to the Faculty Board about matters related to academic research, academic policy and integrity, both on the Board's request and on its own initiative.

## **CHAPTER VII      DEGREE PROGRAMME ADVICE (BSA SYSTEM)**

### **Article 37**

1. The Faculty Board will provide advice to each student on whether it would be wise to continue studying within or outside a full-time or dual Bachelor's degree programme no later than by the end of the first year of registration for the propaedeutic phase.
2. Contrary to the provisions of Article 36.1, this advice may be postponed if, as a result of personal circumstances as referred to in the 2008 WHW Implementation Decree, the student's suitability cannot as yet be assessed. Postponed advice must be issued within the propaedeutic phase.
3. If a binding (negative) study advice applies to a degree programme or cluster of degree programmes, the Teaching and Examination Regulations for the relevant degree programme(s) will include procedural rules to this effect.

## **Chapter VIII FINAL PROVISIONS**

### **Article 38**

In the event of a difference of opinion concerning the interpretation of one or more articles in these regulations, the Faculty Board will have the final say.

### **Article 39**

1. These regulations will come into effect on the day after the Faculty Board is informed of the Board of the University's approval.
2. Article 22.3 will come into effect on 1 January 2018.
3. These Regulations replace the previous version of the Faculty Regulations.

### **Article 40**

These Regulations may be cited as the 'Faculty Regulations for the Faculty of Law' [*Faculteitsreglement van de Faculteit Rechtsgeleerdheid*].\*

As decreed by the Board of the Faculty of Law on 1 November 2017, following consent by the Faculty Council in its meeting of 20 October 2017 and approval by the Board of the University on 27 November 2017.

\*Only the Dutch language version of these Regulations is authentic. In the event of inconsistency or discrepancy between the Dutch version and the English version, the Dutch version shall prevail.

## ***General powers***

### **Article 7.1 Powers of Faculty Councils**

1. The Faculty Board provides the Faculty Council with the opportunity to discuss the general affairs of the Faculty at least twice a year. The Faculty Board and the Faculty Council meet if a request to that effect, stating reasons, is submitted by the Faculty Board, the Faculty Council, the section of the Faculty Council elected by and from staff members, or the section of the Faculty Council that is elected by and from students.

The meeting is held no later than three weeks after the request is submitted.

2. The Faculty Council has the authority to make suggestions to the Faculty Board and to voice its opinions on all Faculty-related matters. The Faculty Board will provide a written, substantiated response to any such suggestions in the form of a proposal within three months. Before issuing a response, however, the Faculty Board will give the Faculty Council at least one opportunity to discuss the proposal with the Faculty Board.

3. At the beginning of the academic year, the Faculty Board will provide the Faculty Council with basic written information regarding the composition of the Faculty Board, the organization within the Faculty and the main points of policy that have been adopted. At least once a year, the Faculty Board will provide the Council with a written account of the policy it has pursued in the past year and its policy intentions for the coming year for the Faculty with regard to finance, organization, teaching and research. In addition, the Faculty Board will provide the Faculty Council in good time, upon request or otherwise, with all the information it could reasonably require in order to perform its duties.

4. In the event that the expressly personal interest of a Faculty Council member is at issue during a meeting or part of a meeting, the Faculty Council may decide that this member may not participate in the meeting or part thereof. The Faculty Council may also decide that the discussion of the matter in question will take place behind closed doors.

5. Each year, the Faculty Council draws up a written report of its activities and ensures that it is available to all relevant persons at the Faculty. The Faculty Council will ensure that the agendas and minutes of its meetings are sent to the Faculty Board and are available for inspection by interested parties in a publicly accessible place at the Faculty.

6. The Faculty Board will seek the view of the Faculty Council on the nature of its envisaged cooperation, within the meaning of Article 9.14.2 of the Act. In the event that, during consultations with the Board of the University, and within the meaning of Article 9.14.2 of the Act, the standpoint of the Faculty Board differs from the view expressed by the Faculty Council, the Faculty Board will inform the Faculty Council, stating reasons.

7. The Faculty Board allows the Faculty Council to use any facilities that are available and that may reasonably be deemed necessary to fulfil its duties.
8. In accordance with Article 9.48 of the Act, the Faculty Board will give the members of the Faculty Council the opportunity to follow any training courses they may need to fulfil their duties for a period to be determined by the Faculty Board and the Faculty Council together. Faculty staff members will be allowed to follow such training courses during working hours and with full pay.

### ***Special powers***

#### **Article 7.2 Right of consent of the Faculty Council**

The Faculty Board must obtain the consent of the Faculty Council for all intended decisions relating to the following subjects:

- a. the Faculty Regulations, within the meaning of Article 9.14 of the Act
- b. the Teaching and Examination Regulations, within the meaning of Article 7.13 of the Act, with the exception of the subjects listed in Article 7.13.2.a-g, the instruction referred to in Article 7.13.3 and the requirements referred to in Articles 7.30a.3, third sentence, and 7.30b.1, third sentence, of the WHW.

#### **Article 7.3 Advisory authority of the Programme Committee**

The Faculty Council may adopt a Programme Committee's advisory authority in order to submit a dispute.

#### **Article 7.4 Powers of the staff section**

1. The Faculty Board ensures that the staff section of the Faculty Council is given the opportunity, in good time, to issue advice to the Faculty Board and deliberate upon intended measures relating to the following:
  - a. the implementation of terms of employment and service within the Faculty
  - b. the implementation of the general personnel policy within the Faculty
  - c. matters concerning working conditions at the Faculty
  - d. organization and working methods within the Faculty
  - e. the provision of technical and economic services at the Faculty
2. The rights of the staff section referred to in Article 7.4.1 may be exercised to the extent to which the Faculty Board has been mandated with the relevant powers by the Board of the University.
3. The staff section is authorized to submit proposals to the Faculty Board with regard to the matters listed in Article 7.4.1.

4. The Faculty Board needs the staff section's prior consent for any measure it is authorized to take and concerning which the staff section has issued advice in accordance with Article 7.4.1.

5. The Faculty Board draws up, in agreement with the staff section, regulations for the exercising of the powers referred to in Articles 7.4.1, 7.4.3 and 7.4.4.

#### **Article 7.5 Consultative participation in mandated powers**

1. If the Board of the University mandates the exercising of management powers concerning which the University Council has the right to consent or the right to prior consultation to the Faculty Board, the right to consent or prior consultation will be mandated to the Faculty Board.

2. The Board of the University will inform the Faculty Council and University Council of all mandates issued within the meaning of Article 7.5.1.

3. The Board of the University keeps a current list of the mandates issued within the meaning of the above.

#### **Article 7.6 Rules of Procedure**

The Faculty Council draws up Rules of Procedure for its meetings. These rules relate to the following at the very least:

- a. convening meetings
- b. submission deadlines for meeting documents
- c. the manner of deliberation and decision-making, both with regard to matters about which the Faculty Council wishes to make proposals or present standpoints to the Faculty Board and to matters with regard to which the Faculty Council has the right of consent or the right to prior consultation towards the Faculty Board.
- d. determination of the minimum number of Council members needed for valid deliberation and decision-making as referred to under c.
- e. the way in which the Faculty Council uses the opportunity granted by the Board of the University to put its case confidentially with regard to the appointment of the Dean of the Faculty
- f. reporting/minute-taking and signing of decisions
- g. the public nature of meetings
- h. all matters referred to under Article 7.6.a-g are also organized in order to enable the staff section to carry out its duties.