

## THE YOUNG ACADEMY GRONINGEN RULES AND REGULATIONS

### **Article 1. Description of the Terms used**

- a. UG: University of Groningen
- b. UG Executive Board: The Executive Board of the University of Groningen (College van Bestuur, CvB)
- c. YAG: Young Academy Groningen
- d. Members: Members of the Young Academy Groningen as referred to in article 4 of these regulations
- e. YAG Board: Young Academy Board as referred to in article 6 of these regulations

### **Article 2. Young Academy Groningen Vision**

1. The YAG aims to have as members young researchers who have:
  - a. demonstrated notable achievements or contributions in one or more of the following fields:
    - Research
    - Education
    - Impact
    - Leadership
  - b. demonstrated a broad interest in science and scholarship that extends beyond their own field of specialization.
2. The YAG aims to:
  - act as an incubator for ideas, to the benefit of both research, education, policy, and impact;
  - by celebrating the core values of academic freedom and integrity;
  - by representing and fostering diversity in the academic community;
  - by serving as a platform for the development of academic leadership.

### **Article 3. Mission and Objectives**

1. The objective of the YAG is to develop and organize activities with the intention to achieve the following:
  - a. stimulate dialogue and collaboration between disciplines, within and outside of the University of Groningen;
  - b. give a voice to early-career researchers at the University of Groningen to influence policy;
  - c. promote investment in the professional development of early career researchers at the UG through optimal career paths;
  - d. explore new approaches for connecting academia and society, with particular focus on the Northern Netherlands.

2. To achieve this, members of the YAG will join (one or more) of four working groups from which the various activities will be organized.
  - a. Interdisciplinarity Working Group
    - i. stimulates dialogue and collaboration between disciplines.
    - ii. celebrates the diversity of disciplines at the University of Groningen; organises events where experts from different fields are brought together to reflect on academic, scientific or societal themes that benefit from a multidisciplinary approach. These events use both formal and informal settings.
    - iii. stimulates the interdisciplinary gain of the PhD projects allotted to the YAG as outlined in Article 8.
  - b. Policy Working Group
    - i. develops a vision on (academic) policy (e.g. allocation of university funds, staff performance evaluation criteria, NWA - National Science Agenda, UG themes) and speaks out on this in the form of meetings, writing position papers, involvement in debates and discussions, etc.;
    - ii. brings together the community of UG early-career researchers, by organising workshops/meetings on (academic) policy issues;
    - iii. communicates with other Young Academies in the Netherlands to exchange ideas on policy related matters.
  - c. Public Engagement and Impact Working Group
    - i. develops a vision on YAG's specific opportunities for outreach, complementing existing activities at the UG;
    - ii. initiates outreach activities and explores opportunities for interactive rather than unidirectional communication.
  - d. Diversity and Internationalisation Working Group
    - i. works towards a supportive rather than challenging working environment for early-career researchers at the UG. It promotes mentorship and coaching for all staff.
    - ii. explores a more diverse tenure-track system, which rewards papers and grants as well as teaching and other contributions to the organisation.
    - iii. aims to promote and maintain the university's diversity and inclusivity of all academics, with a specific focus on early-career researchers.
    - iv. organises events at which such topics are addressed (informative), or events through which diversity and inclusivity will be promoted (hands-on). Moreover, we aim to identify issues that may be at the root of inequality related to gender, nationality, race, religion, language, etc.

3. In addition, each year the new YAG members participate in the organization of a Yearly Project as outlined in Article 5.

4. YAG is a platform for the development of academic leadership. To achieve its goals, the YAG provides training opportunities for its members (in e.g. academic leadership, dealing with media), but also aims to extend these to the larger group of early career academics it represents.

5. YAG is an internationally oriented organization where the working language is English.

#### **Article 4. Selection**

1. The YAG aims to include at least 30 active members.

2. Members represent the diverse environment at the UG, aiming for balanced representation of gender, nationality (Dutch versus International), discipline, and time after PhD defense.

3. Rules for YAG Membership selection.

1. Every year the board of YAG publishes a call for new members. Selection will be held through an open round with the application being limited to the application form and a CV of at most 500 words.
  - a. Eligible for YAG membership are University of Groningen or UMCG employees (contract > 0 hours) who received their PhD within the last 10 years, measured from the date of the call.
  - b. This period may be extended up to a maximum of 2 years in case of
    - pregnancy (12 months per child)
    - illness or childcare (formal reduction in working hours)
    - training in a clinical specialism (total aggregated time spent on training)
  - c. Former YAG members are not eligible for a new membership period.
2. The YAG Board proposes a new member selection committee to the members of the YAG.
3. The selection committee invites applicants from the list (see point 4) for an interview based on their CV and motivation (see Note 2).
4. After the interview round, up to seven prospective candidates will be nominated for YAG membership by the selection committee. Selection will be based upon criteria outlined in Section 3. The selection committee will aim for a balanced representation of genders, nationalities, and disciplines.
5. The selection committee will inform the Deans of the prospective candidates for consultation.
6. The University Board appoints the new YAG members nominated by the selection committee.
7. YAG Membership lasts 5 years.

4. The member selection committee will consist of 5 members, including one YAG Board member and two further YAG members. Two external members will be chosen from the UG and/or UMCG. In its proposal for a new selection committee, the YAG Board will aim for a balanced representation of genders and disciplines.

5. Members of The National Dutch Young Academy (DJA) of the Royal Dutch Academy of Arts and Sciences (KNAW) (who are not already YAG members) are automatically welcome to become members of the YAG.

## **Article 5. Membership**

1. Members are obliged to be active on behalf of YAG. They are expected to attend all General Assemblies, at least one plenary meeting per year, and participate actively in YAG meetings and activities.
2. Members are expected to spend approximately 4 hrs. per week on YAG related activities. *As part of this, members are typically expected to take up a board position or chair a working group at some point during their membership.*
3. All new members appointed within a calendar year are expected to contribute to the Yearly Project of that cohort. They are automatically members of the corresponding Yearly Project working group.
4. Discharge upon one's own request can take place due to expiration of the terms of nomination in accordance with the member's written request to the YAG Board.
5. When the UG or UMCG appointment of a member stops during the five years of the YAG membership, members become YAG Alumni (see point 7).
6. Members who have completed their 5 year run become YAG Alumni (see point 7.)
7. YAG Alumni

While YAG alumni do not have any official capacity within the YAG once their membership ends, the YAG seeks to benefit from its network of alumni, e.g. by inviting them to participate in events, by seeking advice on suitable topics and by including them in relevant committees. Moreover, YAG alumni can participate in project proposals provided the project also includes actual YAG members.

Alumni who feel they are active for the YAG may send a request to the board to be allowed to join YAG meetings. The board will decide on this request and determine the period of time the alumnus is allowed to attend YAG meetings.

8. The YAG Board can decide to discharge a member before the end of the term of nomination if the person acted against the norms, regulations, and values of the YAG, UG, or UMCG in their actions or expressions in such a way that a continuation of the membership cannot be reasonably expected. If a member is discharged in this manner, they are not eligible for YAG Alumni status.

## **Article 6. General Assembly**

1. Active members of the YAG as outlined in Article 5 form the General Assembly.
2. General Assembly will meet at least twice per year.
3. Each active YAG member carries one vote. Voting by proxy is not allowed. Majority vote wins.
4. The collective voice of the General Assembly carries the highest authority.
5. Members of the General Assembly are asked to join one or more of the four working groups as outlined in Article 3.2.
  - a. One member of each working group will act as chair for the working group.

- b. The working group chair is decided upon by the members of the working group and approved by the YAG Board.
- c. The chair of the working group is the driving force for the working group and leading its organization. Responsibility for specific projects can be assigned to other working group members who will act as project leaders.
- d. The working group chair is in close contact with the affiliated YAG Board member (see Article 7).
- e. A working group chair cannot be a member of the YAG Board.

### **Article 7. YAG Board**

1. The YAG Board consists of a chairperson and between two and four other members..
2. Each of the four working groups mentioned in Article 3.2 will have a board member who will act as an advisor to that group:
3. The board is responsible for:
  - a. preparation of the General Assembly;
  - b. implementing the decisions made by the General Assembly;
  - c. representing the YAG;
  - d. informing the YAG members about issues which are presented to the Board from external sources;
  - e. finances, yearly reports, proposing a working programme;
  - f. interacting with the Deans, Rector, and other administrative bodies within the UG or UMCG;
  - g. interacting with their affiliated working group to help guide, consult and advise the working group and the working group chair;
  - h. any other task laid down in regulations agreed upon by the General Assembly.
4. The chair of the board
  - a. acts as an official spokesperson for the YAG;
  - b. sets the agenda for Board meetings;
  - c. chairs the meetings of the Board;
  - d. chairs the meetings of the General Assembly;
  - e. is responsible for any other task laid down in regulations agreed upon by the General Assembly.

If there is a tie in any voting procedures amongst the Board members, the chair's vote will count as double.

5. Any opinion voiced by members of the Board as representative of the YAG should in principle reflect the opinion of the General Assembly.
  - a. If the Board wants to release a statement, letter, petition or similar in the name of YAG or sign a statement, letter, petition or similar from an external organization, the Board will organize a vote. If a majority of YAG members who do cast a vote support the release or signature of the statement, letter, petition or similar, it can be published in the name of YAG. All YAG members will be invited to vote by e-mail and given no less than ten working days to cast their vote.

- b. In case of urgency, when a statement, letter, petition or similar needs to be issued within less than ten working days, the Board can also sign such a document in the name of the YAG Board, under the condition that no active Board member expresses dissent.
6. Board members of the YAG need to be appointed at the UG or UMCG for more than 0 fte.
7. If there are vacancies, the remaining committee members form the YAG Board until the vacancies have been filled.
8. Election of the Board
  - a. Board members are elected by the General Assembly.
  - b. Vacancies are announced to all members at least one month before the General Assembly.
  - c. Prospective candidates submit their names to the board at least two weeks before the General Assembly.
  - d. The board communicates the candidates' names to all members and how many new members they propose to add to the Board (respecting the allowed size of the Board set out in 7.1).
  - e. Voting takes place during the General Assembly.
  - f. Only YAG members present at the General Assembly are entitled to vote.
  - g. Proxy voting is not allowed.
  - h. Every YAG member present at the General Assembly has one vote.
  - i. If no YAG member present at the General Assembly objects, the number of available board positions for the election is equal to the number proposed by the YAG Board (see 7.8d). In case of an objection, the General Assembly votes on the final number of available board positions (again, respecting the allowed size of the Board set out in 7.1), having heard both parties.
  - j. If there are as many candidates as there are positions and no YAG member present at the General Assembly objects, elections can take place by acclamation with no formal ballot procedure.
  - k. The Board selects the Chairperson from among its board members, and sends its selection to the next general YAG member meeting for formal approval.
9. The election takes place at the yearly General Assembly in June or at the first General Assembly after a Board position has become available.
10. A YAG Board position carries a minimum duration of one year (except for extenuating circumstances as outlined in point 11 and 12) up to a maximum duration of two years. The YAG Board will organize a rotating system where at least one of the previously elected Board members remains on the Board together with the newly elected Board members.
11. In the case of unforeseen personal or professional circumstances, board members can request to be honorably discharged by the General Assembly, which on reasonable grounds, will not be refused.

12. A board member who takes up an appointment at another university agrees to honorably discharge themselves of their Board role (see Article 5).

### **Article 8. Budget**

1. The UG Executive Board (CvB) makes funds and personnel available to the YAG annually, in order for the Young Academy to execute tasks.
2. YAG Project Funding Rules and Regulations
  - a. YAG members, including Board members, have the opportunity to make use of up to 20,000 euros per year for YAG Group Projects. The available amount is determined in consultation with the Financial Committee.
  - b. There are four submission rounds: September 15, December 15, March 15, and June. 15. Up to 5,000 euro per funding round is available. Money not used will automatically go forward to the next project funding round.
  - c. YAG members can request up to 2,000 euros per member per request. A YAG member cannot request more than 4,000 euros per financial year (Jan - Dec).
  - d. YAG Group projects must consist of at least one or more YAG members and may involve one or more non-YAG members.
  - e. Applications should be sent electronically no later than the submission deadline as an embedded file in an email to [youngacademy@rug.nl](mailto:youngacademy@rug.nl).
  - f. The proposed project must contribute to the mission and objectives of the YAG as outlined in Article 3. Funding cannot be requested to cover bench fees of YAG PhD positions. Priority for allocating funds will be based on the following evaluation criteria (in order): Priority will be given to projects which (i) serve not only the applicants but also the YAG and YAG mission at large; (ii) are based on a clear, efficient, and achievable plan for achieving the intended outcomes; (iii) in the case of research proposals, are scientifically and methodologically rigorous; (iv) evidence of effort to gather additional non-YAG funds; and (v) are proposed by applicants who have not previously received any YAG project funding.
  - g. Funding decisions are made by the YAG Board. If necessary, the YAG Board may decide to install a funding selection committee.
  - h. The YAG Board is authorized to issue extra funding round(s) in case of underspending of the budget or to accommodate special funding requests.
  - i. The YAG Board will reach a decision within four weeks of the submission deadline, and applicants will be informed of the decision within two weeks of the decision. The project must start within 1 year after the award of the project.
  - j. Within three months of the conclusion of the project, the YAG member(s) receiving the award will submit a short written report to the YAG Board, including tangible results generated by the project. A summary of these short reports are included in the annual report of the Young Academy and posted on the website of the Young Academy.
  - k. In general, advance payment of at least 80% of the amount granted will be made. There will be a final budget settlement within three months after completion of the project, which shall be accounted for by the grantee about

the income and expenses (copies of) relevant evidence and explanations. This statement should be arranged to enable a proper comparison with the initial proposed budget. After approval of the final settlement by the YAG Board the remaining 20% of the amount granted shall be paid. Any unspent funds will be returned to the YAG. If the YAG Board does not approve the budget, the YAG Board has the power to recover the amount previously awarded in whole or in part.

- l. Within three months after the conclusion of the project, the YAG member submits to the YAG Board a short written report, including any tangible results generated by the project. A summary of these short reports related to the project is included in the annual report of the Young Academy and is posted on the website of the Young Academy.
- m. There will be a final budget settlement within three months after completion of the project, which shall be accounted for by the grantee about the income and expenses (copies of) relevant evidence and explanations. This statement should be arranged to enable a proper comparison with the initial proposed budget. After approval of the final settlement by the YAG Board the remaining 20% of the amount granted shall be paid, or have any amount not spent returned to the Young Academy. If the YAG Board does not approve the budget, the YAG Board has the power to recover the amount previously awarded in whole or in part.
- n. The project must start within 1 year after the award of the project.

3. Personal budgets: Members are allocated 1,000 euros per year for personal budget to use as they see fit for professional development. Each year we will send out a request to members to ask if they would like to make use of their personal budget. Members should consider whether or not they need these funds (if they have enough funding already) or if they have not been active in the YAG then they should consider not requesting these funds.

4. First-year project: the annual budget reserves 5,000 euros for the first-year project of the incoming cohort of new members. In case that this budget is insufficient, members of the cohort can apply for additional funding via the YAG Projects procedure outlined in article 2.

5. All other costs, such as costs for meetings and gathering (room rentals, miscellaneous costs such as coffee/tea/etc), YAG specific training activities (communications training, etc.) maintenance of the YAG website, and student employment costs are covered within the YAG Budget.

6. Staff Costs (personnel 0.5FTE) cover the costs to employ a YAG programme coordinator.

### **Article 9: PhD Projects**

1. Each year the YAG are allocated interdisciplinary PhD projects
2. The interdisciplinary PhD positions per year for the YAG are fully funded (bench fees not included) by the University Executive Board.
3. The faculty of one of the YAG applicants is responsible for administration of the contract for the PhD position. This is necessary for administrative purposes with the Graduate Schools since a PhD position cannot practically be split between two hosting



faculties. The YAG members can decide themselves which Faculty will serve as primary host. In the case where co-applicants consist of one YAG member and one non-YAG member, the Faculty of the YAG member is the host faculty for the PhD student.

4. All faculties involved make an agreement about the way the bench fees and the promotion fee are split between the faculties and submit this in writing to the Young Academy.
5. YAG members participate annually in submitting and selecting three PhD project themes. The following procedure will be used to select the projects:
  - a. Members of the YAG can submit one or more YAG PhD project proposals for the yearly interdisciplinary PhD projects. These proposals (500 words maximum) are project themes and not complete research proposals.
  - b. A YAG PhD project proposal needs to have at least two supervisors with at least one supervisor being a current YAG member. The second supervisor must be employed at either the UG or UMCG. External collaborators (including non-YAG members or collaborators from other universities and/or industry partners) can be involved in the project but may not serve as one of the primary supervisors.
  - c. In the event that there are more applications than available PhD positions, applications are ranked by the members taking into account the interdisciplinarity and scientific quality. In case of a tie in the ranking, priority is given to project proposals from one or more YAG members without current YAG PhD positions, secondly to projects where more applicants are YAG members.
  - d. All YAG members rank all YAG PhD project proposals, except their own.
  - e. The highest ranking YAG PhD project proposals are selected for publication in an advertisement on the university website.

An advertisement will be published which invites students to submit a full proposal on one of the research ideas listed in the advertisement (herein called “internal applicants”). If no suitable internal applicant can be found, an open call can be advertised for a project that can be on any topic at the intersection of the fields of expertise of two or more YAG members (herein called “external applicants”). External applicants are instructed that they are required to consult with the projects’ intended supervisors before submitting their application.
  - f. Prospective YAG supervisors are responsible for forming their own applicant selection process adhering to the best practices of their faculties. Prospective YAG supervisors have until **6 weeks after the published application closing date** to identify a suitable internal applicant. If a suitable internal applicant is not identified at that time, external applicants are considered by the prospective YAG supervisors identified by that external applicant and selected based on ranking as described in c.
  - g. After all available PhD positions are filled, all concerned faculties and graduate schools are informed of the outcome.
  - h. Based on the rules and regulations above, YAG members should note that YAG PhD project proposals submitted by YAG members might be replaced by a PhD project submitted by an external applicant.

## **Article 10. Internal regulations**

1. The YAG Board will draw up regulations after consulting with the UG Executive Board, which in any case will include stipulations in regards to Young Academy member meetings, election of YAG Board members and the appointment of committees within the academy.
2. The YAG Board may amend these regulations with approval from the YAG general assembly.

These regulations will become effective on 13 June 2017.

Groningen 13 June 2017

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15 June 2021

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