



# **Constitution of the University of Bayreuth dated 09 January 2023**

Based on Art. 9 Sentence 1 of the Bavarian Higher Education Innovation Act (BayHIG) of 5 August 2022 (GVBl. p. 414, BayRS 2210-1-3-WK), the University of Bayreuth enacts the following Constitution:

## **Preamble**

<sup>1</sup>The University of Bayreuth is an internationally operating, cooperation- and focus-oriented university with innovative interdisciplinary research structures and teaching derived from them. <sup>2</sup>By way of its research, teaching, and continuing education, it serves scientific progress and science-related education. <sup>3</sup>As part of its research and teaching duties, it is dedicated to quality assurance and supporting early-career scholars. <sup>4</sup>It fosters equality between women and men and is working towards eliminating existing disadvantages. <sup>5</sup>It is committed to reconciling studies, career, and family.

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## § 1

### Legal status and structure of the university

- (1) <sup>1</sup>The University of Bayreuth is a public corporation with the right of self-governance; membership is governed by Article 19 BayHIG. <sup>2</sup>It is also a state institution.
- (2) The central bodies of the University are the University Governing Board, the Senate, and the University Council.
- (3) The University is divided into seven faculties.
- (4) <sup>1</sup>In the context of cooperation with other higher education institutions, members of another higher education institution or of another state or state-funded research institution may be admitted to the University of Bayreuth as secondary members. <sup>2</sup>The prerequisite for admission as a secondary member is the close cooperation of the applicant with the University of Bayreuth and, in particular, the joint performance of tasks in research, teaching, studies, and continuing education. <sup>3</sup>The University Governing Board of the University of Bayreuth shall decide on applications for secondary membership in consultation with the faculty or research institute concerned. <sup>4</sup>If the application for secondary membership is approved by the University Governing Board, the applicant will be assigned as a member of the University of Bayreuth. <sup>5</sup>Persons who have been accepted as secondary members at the University of Bayreuth are neither eligible to vote nor to be elected there.
- (5) <sup>1</sup>Professors of the University of Bayreuth may be granted secondary membership in a faculty (Art. 37 para 3 BayHIG) other than the one to which they belong. <sup>2</sup>The University Governing Board shall decide on the award of secondary membership upon application of the professor after approval by the faculties involved. <sup>3</sup>Secondary membership may already be combined with a professorship in the advertisement pursuant to Art. 66 para 3 BayHIG; this requires the prior consent of the faculties involved. <sup>4</sup>Professors who have been accepted as second members at another faculty are neither eligible to vote nor to be elected at this faculty.
- (6) <sup>1</sup>Doctoral researchers are members of the university according to Art. 19 para 1 sentence 1 BayHIG. <sup>2</sup>They belong to the group pursuant to Art. 19 para 2 sentence 1 No. 2 BayHIG. <sup>3</sup>A doctoral researcher is any person who has been accepted for a doctorate in accordance with the relevant doctoral regulations, whose overall result of the doctorate has not yet been determined and who is listed in the central doctoral researcher database. <sup>4</sup>As doctoral researchers, persons shall have the right to vote and stand for election to the group of members pursuant to Art. 19 para 2 sentence 1 No. 2 BayHIG only if they are engaged in sufficient scientific activity. <sup>5</sup>Doctoral researchers who are members of the Graduate School, the Bayreuth Graduate School of Mathematical and Natural Sciences (BayNAT), the Bayreuth Graduate Centre for Law, Ethics, Business Management and Economics (BayREW), the Bayreuth Graduate Centre for Cultural Studies, Social Sciences, and Humanities (BayKULT), or the Bayreuth International Graduate School of African Studies (BIGSAS) are sufficiently active academically.

- (7) <sup>1</sup>Graduate early-career scholars who receive a scholarship for the purpose of further academic qualification and who, with the consent of the University Governing Board, work in a faculty or in a central academic institute with the consent of the respective dean or the respective management of the institute for more than one semester may be granted the rights and duties of members of the University for no longer than the term of the scholarship award. <sup>2</sup>They are not be assigned to any member group pursuant to Art. 19 para 2 sentence 1 BayHIG and they are neither entitled to vote nor are they eligible for election pursuant to BayHSchWO.

## **§ 1a**

### **Semester and lecture times**

- (1) <sup>1</sup>Winter Semester at the University of Bayreuth begins on 1 October and ends on 31 March of the following year. <sup>2</sup>Summer Semester at the University of Bayreuth begins on 1 April and ends on 30 September.
- (2) <sup>1</sup>The lecture period of the winter semester is 17 calendar weeks, the lecture period of the summer semester is 14 calendar weeks. <sup>2</sup>The lecture period of the winter semester begins with the first working day of the penultimate full calendar week of October, that of the summer semester with the first working day of the antepenultimate or penultimate full calendar week of April. <sup>3</sup>The lecture period shall be interrupted from 24 December to 6 January inclusive, from Maundy Thursday to the Tuesday after Easter inclusive, and on the Tuesday after Pentecost. <sup>4</sup>The lecture period shall also be interrupted by public holidays that fall outside the periods specified in sentence 3. <sup>5</sup>The University Governing Board may designate one day per semester on which lectures are not held. <sup>6</sup>The University Governing Board shall determine the date of the beginning and end of the lecture period. <sup>7</sup>The University Governing Board may decide on deviations due to calendar reasons, in which case the lecture period specified in sentence 1 may not be shortened.

## **Section I: The central bodies of the university**

## **§ 2**

### **University Governing Board**

- (1) <sup>1</sup>The University Governing Board comprises the President, four Vice Presidents, and the Provost. <sup>2</sup>The Representative for Equality of Women in Science and Art (Women's Representative) is a member with an advisory vote.
- (2) <sup>1</sup>The University Governing Board is responsible for attending to all matters for which no other role is specified in the BayHIG or in the present statutes. <sup>2</sup>It conducts the day-to-day business of the University. <sup>3</sup>The University Governing Board is responsible in particular for the following matters:

1. Establishing the principles of university policy objectives and institutional development,
  2. Conclusion of university contracts in accordance with Art. 8 para 2 BayHIG,
  3. Establishing principles for evaluation and quality assurance,
  4. Drawing up estimates for the state budget or drawing up the business plan,
  5. Implementing the budget or the business plan,
  6. Distributing positions and resources allocated to the University, including rooms, in accordance with the principles of Article 11 para 1 BayHIG,
  7. Proposing a constitution and amendments to it,
  8. Making decisions on the establishment, modification, or abolition of academic and artistic institutes and operational units, as well as on the organization of the University's administration,
  9. Appointing and dismissing managers of academic and artistic institutes and operational units,
  10. Concluding agreements on cooperation with other universities,
  11. Comment on the appointment proposal adopted by the appointment committee and any special votes,
  12. the University Governing Board may draw up and update a strategy and development plan describing the University of Bayreuth's ideas on its structural and professional development. The strategic and development plan is presented to the Senate and the University Council in joint session for resolution. The procedure in accordance with § 3 para 7 applies accordingly to the adoption of resolutions.
  13. Other tasks assigned to it by law or pursuant to a law.
- (3) In derogation of Article 34 BayHIG, an Extended University Governing Board will not be formed.
- (4) The University Governing Board has the right to form boards and committees.
- (5) Participation of the representatives of the groups in Article 19 para 2 sentence 1 numbers 2-4 BayHIG in matters concerning them is governed by Article 30 para 1 sentence 3 (first clause) BayHIG.

### **§ 3**

#### **President**

- (1) The President's term of office is six years; re-election is permitted beyond twelve years.
- (2) <sup>1</sup>In derogation of Article 31 para 1 sentence 1 and Article 36 para 5 sentence 1 number 2 BayHIG, the President is elected by the Senate and the University Council in joint session in the election

procedure regulated in more detail in para 7.<sup>2</sup>The University Council and the Senate cooperate in a spirit of trust in the election of the President and in preparation for the election.

- (3) <sup>1</sup>The Senate, in consultation with the University Council, decides on an announcement for nominations no later than one year before the incumbent President's term of office expires; it shall determine the end of the application period, the latest date on which the list of nominees is to be drawn up, and the time and place of the new election of the President. <sup>2</sup>The application period should not be shorter than four weeks; applications must be submitted in writing. <sup>3</sup>The chairperson of the University Council and the deputy chairperson of the Senate jointly inform the members of the University Council and Senate of the applications received.
- (4) <sup>1</sup>The chairperson of the University Council and the deputy chairperson of the Senate jointly draw up a list of proposed candidates on the basis of proposals submitted by the deans and other voting members of the Senate and by members of the University Council; candidates are to be included in the list of proposed candidates if either the Senate or the University Council so decides. <sup>2</sup>The proposals shall be made on the basis of the applications received; persons may also be proposed who have not applied but have given their written consent. <sup>3</sup>If necessary, applicants will be given the opportunity to present themselves to the members of the University Council and the Senate in a joint meeting.
- (5) <sup>1</sup>The members of the Senate and the University Council are to be invited in writing no later than four weeks before the election. <sup>2</sup>The list of nominations and information on the number of applications is to be enclosed with the invitation. <sup>3</sup>At the same time, the members of the Senate and the University Council are invited to an information session open to all members of the University, which as a rule takes place one week before the election. <sup>4</sup>The invitation is sent by the Provost. <sup>5</sup>This person is also responsible for chairing the meeting at the information event and at the election itself. <sup>6</sup>At the information event, the members of the Senate and the University Council are given the opportunity to learn about the lives and careers of the candidates. <sup>7</sup>The candidates will have the opportunity to present their strategy for the further development of the university. <sup>8</sup>The members of the Senate and the University Council may ask the candidate questions relating to the office of President. <sup>9</sup>A joint discussion between the Senate and the University Council will take place following the information session.
- (6) The election of the President is conducted by the Provost as election officer.
- (7) <sup>1</sup>The following procedure shall apply to the election: The Senate and the University Council shall vote in joint session but using separate ballots. <sup>2</sup>The person elected shall be the person who receives a majority of the voting members of both the Senate and the University Council. <sup>3</sup>If none of the candidates receive a majority of the members of the Senate and the University Council in two ballots, the President shall be elected by the University Council in a third ballot by a majority of the members. <sup>4</sup>A run-off in the second ballot shall be excluded by way of derogation from § 34 para 2 sentences 2 and 3.

- (8) If an election does not take place, a new election shall be initiated without delay with a new advertisement; the same shall apply if the President ceases to hold office.
- (9) <sup>1</sup>If there are important reasons for doing so, the President may be dismissed by the Senate and the University Council in joint session. <sup>2</sup>The request may be made only by a majority of the members of the Senate or by a majority of the members of the University Council, stating the reason. <sup>3</sup>A period of at least one week must elapse between receipt of the request and the joint meeting of the Senate and the University Council. <sup>4</sup>The invitation shall be sent by the Provost, who shall also be responsible for chairing the meeting. <sup>5</sup>The request shall be put to the vote after discussion. <sup>6</sup>By way of derogation from Art. 31 para 3 and Art. 36 para 5 sentence 1 number 2 BayHIG, the procedure set out in para 7 shall apply mutatis mutandis to the dismissal; in each case a majority of two thirds of the members of the Senate and the University Council is required.

## § 4

### Vice Presidents

- (1) The University has a Vice President for Research & Junior Scholars, a Vice President for Teaching & Learning, a Vice-President for Internationalization, Gender Equality & Diversity, and a Vice-President for Digitalization, Innovation & Sustainability.
- (2) <sup>1</sup>The term of office of the Vice Presidents is three years, including the semester in which the appointment takes effect. <sup>2</sup>Re-election is admissible.
- (3) <sup>1</sup>By way of derogation from Art. 32 para 1 and Art. 36 para 5 sentence 1 number 3 BayHIG, the Vice Presidents are elected by the Senate and the University Council in joint session; § 3 para 7 shall apply mutatis mutandis to the election procedure. <sup>2</sup>The President shall have the right of nomination; in addition to the professors belonging to the university, he or she may nominate a member from among the other full-time academic staff for election.
- (4) <sup>1</sup>The election should take place during the lecture period of the last semester falling within the term of office of the incumbent Vice President. <sup>2</sup>If a Vice President leaves office prematurely, a new election for a full term of office is to be held no later than during the lecture period of the next semester.
- (5) <sup>1</sup>The President invites the members of the Senate and the University Council to the joint election meeting and chairs the meeting. <sup>2</sup>For this invitation, a period of at least two weeks shall apply. <sup>3</sup>The proposals of the President shall be enclosed with the invitation.
- (6) By way of derogation from Art. 32 para 2 sentence 3 and Art. 36 para 5 sentence 1 number 3 BayHIG, § 3 para 9 shall apply mutatis mutandis to the dismissal of a Vice President.

## § 5 Senate

- (1) <sup>1</sup>By way of derogation from Art. 35 para 1 sentence 1 BayHIG, the members of the Senate are:
1. five full-time teaching staff representatives (Art. 19 para 2 sentence 1 number 1 BayHIG),
  2. two representatives of the research associates and doctoral researchers (Art. 19 para 2 sentence 1 number 2 BayHIG),
  3. one representative of the non-academic staff members (Art. 19 para 2 sentence 1 number 3 BayHIG),
  4. three student representatives,
  5. the representative for the equality of women in science and art at the university,
  6. the deans of the faculties,
  7. the President as a member without voting rights.
- <sup>2</sup>The provisions of the Election Regulations for State Universities (BayHSchWO) dated 16 June 2006 (GVBl p. 338), as amended, apply to the election and term of office of the members of the Senate in accordance with sentence 1 numbers 1 to 3. <sup>3</sup>If the vote is cast in accordance with the principles of proportional representation (§ 2 para 1 sentence 1 BayHSchWO), the person entitled to vote may, notwithstanding § 11 para 4 sentences 1 and 3 item 2 BayHSchWO, also cast his or her vote for candidates from different nominations within the number of votes to which he or she is entitled. <sup>4</sup>In such cases, § 11 para 4 sentence 8 BayHSchWO applies mutatis mutandis, § 13 para 2 sentence 2 number 7 alternative 2 BayHSchWO does not apply and, in deviation from § 14 para 2 sentence 2 BayHSchWO, the number of total votes cast is decisive for determining the election outcome instead of the number of ballot papers.
- (2) <sup>1</sup>The student representatives pursuant to para 1 sentence 1 no. 4 and a substitute representative shall be elected by the Student Parliament from among its members in separate ballots. <sup>2</sup>An elected member shall be one who has at least a two-thirds majority of the members of the Student Parliament; § 34 paras. 2 and 3 shall not apply. <sup>3</sup>In the event of a dismissal, § 27 para 3 shall apply mutatis mutandis. <sup>4</sup>If at least one representative has not been elected, the University Governing Board shall appoint a provisional representative on the proposal of the chairperson of the Student Parliament.
- (3) The Director, the representative of the general assembly of doctoral researchers at the University of Bayreuth Graduate School and the Chairperson of the Cluster of Excellence Africa Multiple, and the Chief Information Officer participate in the meetings of the Senate in an advisory capacity in accordance with Art. 35 para 1 sentence 4 BayHIG.
- (4) <sup>1</sup>Notwithstanding Art. 35 para 2 BayHIG, the Senate is chaired by the President. <sup>2</sup>The Senate elects a deputy chair from among its voting members. <sup>3</sup>The chair and the deputy chair shall consult with

each other when drawing up the agenda. <sup>4</sup>The President informs the University Council of the main results of the meetings of the Senate.

- (5) <sup>1</sup>By way of derogation from Art. 35 para 4, sentence 1 BayHIG, the Senate may, in agreement with the University Governing Board, appoint advisory committees. <sup>2</sup>The appointment of an advisory committee may not delay the decision-making of the Senate by more than one semester.
- (6) As part of the Senate's statement on appointment proposals pursuant to Art. 66 para 5 sentence 6 BayHIG, the majority ratios of Senate members pursuant to para 1 sentence 1 numbers 1 and 6 are determined and shown separately.

## § 6

### University Council

- (1) By way of derogation from Art. 36 para 1 sentence 1 BayHIG, the members of the University Council are:
1. four representatives of the full-time university lecturers,
  2. one representative of the research associates and doctoral researchers,
  3. two student representatives,
  4. seven persons from the areas of science, culture, business, and professional practice (who are not members of the University).
- (2) <sup>1</sup>The members of the University Council who are members of the University pursuant to para 1 numbers 1 to 2 shall be elected on a group basis and may not at the same time be members of the Senate. <sup>2</sup>The provisions of the Election Regulations for State Universities (BayHSchWO) of 16 June 2006 (GVBl. p. 338), as amended, and § 5 para 1 sentences 3 and 4, mutatis mutandis. <sup>3</sup>The representatives under para 1 no. 3 and a substitute representative shall be elected by applying § 5 para 2 mutatis mutandis.
- (3) <sup>1</sup>Of the seven non-university members of the University Council, at least two should come from the fields of science and culture and at least two from the fields of business and professional practice. <sup>2</sup>The proposals for the appointment of the non-university members of the University Council to be drawn up by the University Governing Board in conjunction with the Ministry of State must be confirmed by the Senate.
- (4) <sup>1</sup>The University Council elects a chair from among its non-university members and a deputy chair from among its university members. <sup>2</sup>The person who receives the votes of the majority of the members of the University Council is elected.

- (5) If, as a result of the election or appointment of new members, the University Council has neither a chair nor a deputy chair, the President will invite the newly elected University Council to meet and will preside over such meeting until a new chair of the University Council is elected.
- (6) The President informs the Senate of the main results of the meetings of the University Council.

## § 7

### Responsibilities of the central bodies

- (1) The statutory allocation of responsibilities applies to the tasks of the central bodies, unless the following paragraphs provide for deviations therefrom.
- (2) <sup>1</sup>By way of derogation from Art. 36 para 5 sentence 1 number 1 BayHIG, the Senate decides on the University of Bayreuth's **Constitution** and amendments thereto as well as on **applications pursuant to Art. 126 para 2 BayHIG** on the proposal of the University Governing Board and after hearing the University Council. <sup>2</sup>If the Senate amends the proposal of the University Governing Board, the University Council need only be consulted again if the chairperson of the University Council so requests within one week of being informed of the Senate's decision.
- (3) By way of derogation from Art. 34 para 3 number 2 BayHIG, the University Governing Board shall decide on proposals for the designation of **research priorities** and the establishment of **collaborative research centres, research training groups**, and corresponding institutes; Art. 35 para 3 number 3 BayHIG shall remain unaffected.
- (4) The decision under Art. 34 para 3 number 3 BayHIG (**focal points of the budget**) shall be made by the University Governing Board after consultation with the Senate and the University Council.
- (5) By way of derogation from Art. 34 para 3 number 4 and Art. 36 para 5 sentence 1 number 5 BayHIG, the University Council shall, at the request of the University Governing Board and with the consent of **the** Senate, decide on proposals for the **division of the university into faculties**.
- (6) By way of derogation from Art. 35 para 3 number 4 and Art. 36 para 5 sentence 1 number 6 BayHIG, the Senate shall decide on the **establishment, amendment, and cancellation of degree programmes** after obtaining the opinion of the University Council; Art. 77 para 4 BayHIG shall remain unaffected.

## § 8

### Honours

- (1) The University may, on the recommendation of the University Governing Board and by resolution of the Senate, confer the dignity of honorary senator or the University Medal on persons who have rendered outstanding services to the university.
- (2) The faculties may, by resolution of the faculty council in agreement with the University Governing Board, award the Faculty Medal to persons who have rendered outstanding services to the faculty.
- (3) Upon request of a faculty, the title of "Distinguished Affiliated Professor" shall be awarded by the University Governing Board of the University of Bayreuth for a period of three to five years to international guests who, as a rule, hold a professorship at another university and regularly perform recurring or ongoing activities for the University of Bayreuth in teaching and/or research over a longer period of time (usually between three and five years) of outstanding importance.

## Section II: The faculties

## § 9

### Faculties

The University of Bayreuth has the following faculties

1. Faculty of Mathematics, Physics & Computer Science,
  2. Faculty of Biology, Chemistry & Earth Sciences,
  3. Faculty of Law, Business & Economics,
  4. Faculty of Languages & Literatures,
  5. Faculty of Humanities & Social Sciences,
  6. Faculty of Engineering Science,
- and at the Kulmbach site
7. Faculty of Life Sciences: Food, Nutrition & Health.

## § 10

### Deans

- (1) <sup>1</sup>The term of office of the deans is two years. <sup>2</sup>Re-election is admissible. <sup>3</sup>The activity as dean is incompatible with a representation in the member group of university lecturers in the faculty council (Art. 49 sentence 4 BayHIG).

- (2) <sup>1</sup>If the term of office of the newly elected dean begins at the same time as the term of office of the newly elected faculty council, the faculty may have the dean elected either by the previous faculty council or by the new faculty council. <sup>2</sup>If the old faculty council did not elect a dean, the election by the new faculty council shall take place no later than three months after the beginning of his or her term of office; the previous dean shall remain in office until then; the term of office of the new dean shall not be postponed as a result.
- (3) For the election of the dean, the faculty council shall draw up an election proposal from among the professors of the faculty with up to three candidates; this election proposal shall be made in consultation with the University Governing Board, in deviation from Art. 38 para 1 sentence 2 BayHIG.

## **§ 11**

### **Vice Deans**

- (1) <sup>1</sup>The term of office of the vice deans is two years. <sup>2</sup>Re-election is admissible.
- (2) <sup>1</sup>Each faculty has at least one vice dean. <sup>2</sup>With the consent of the Senate, the relevant faculty council may elect an additional vice dean.
- (3) <sup>1</sup>The vice dean is elected from among the professors of the faculty on the recommendation of the dean. <sup>2</sup>If a faculty elects a further vice dean, one of the vice deans may be elected from among the research associates. <sup>3</sup>For the time and procedure of the election, § 10 para 2 shall apply accordingly.

## **§ 12**

### **Deans of studies**

- (1) <sup>1</sup>Each faculty has at least one dean of studies. <sup>2</sup>The faculty council shall elect a person responsible for teaching and learning (Dean of Studies) from among the professors of the faculty; the members of the faculty council shall be entitled to propose candidates. <sup>3</sup>With the consent of the Senate, the relevant faculty council may elect an additional dean of studies.
- (2) <sup>1</sup>If the beginning of the term of office of the dean of studies coincides with the beginning of the term of office of a newly elected faculty council, the faculty may have the dean of studies elected either by the old or by the new faculty council. <sup>2</sup>§ 10 para 2 sentence 2 applies mutatis mutandis. <sup>3</sup>The term of office of the dean of studies is three years. <sup>4</sup>Re-election is admissible.
- (3) <sup>1</sup>The dean of studies is responsible for the quality assurance of the degree programmes in accordance with Art. 40 para 2 BayHIG in consultation with the programme coordinators and the students of the relevant faculty. <sup>2</sup>The voting procedure according to sentence 1 is determined by the

dean of studies in agreement with the faculty council.<sup>3</sup>The aim of the vote is to support the dean of studies in the preparation of the teaching report and in the implementation of quality assurance measures.

- (4) <sup>1</sup>In the context of the reporting duties incumbent upon him or her pursuant to Art. 40 para 2 BayHIG and of the university-wide quality management system for teaching and learning, the dean of studies shall submit an annual teaching report to the University Governing Board in accordance with the quality assurance and evaluation statutes of the University of Bayreuth as amended; the University Governing Board shall ensure that the teaching report is forwarded to the Presidential Advisory Committee for Teaching & Learning and the Presidential Advisory Committee for Teacher Education. <sup>2</sup>Art. 40 para 2 number 4 BayHIG remains unaffected. <sup>3</sup>When submitting the teaching report, the provisions of data protection law in accordance with Art. 40 para 2 number 4 and Art. 7 para 3 sentence 3 BayHIG must be observed in particular.

### § 13

#### Faculty councils

- (1) <sup>1</sup>The faculty council consists of
1. the dean,
  2. the vice dean and any other vice deans,
  3. the dean of studies or, if a faculty has more than one dean of studies, one representative to be appointed by them,
  4. six teaching staff representatives (Article 19 para 2 sentence 1 number 1 BayHIG),
  5. two representatives of the research associates (Art. 19 para 2 sentence 1 number 2 BayHIG),
  6. one representative of the non-academic staff members (Art. 19 para 2 sentence 1 number 3 BayHIG),
  7. two student representatives,
  8. the Women's Representative of the faculty.

<sup>2</sup>The provisions of the Election Regulations for State Universities (BayHSchWO) of 16 June 2006 (GVBl p. 338) as amended, shall apply to the election and term of office of members of the faculty councils in accordance with sentence 1 numbers 4-7. <sup>3</sup>§ 5 para 1 sentence 3 and sentence 4 apply mutatis mutandis. <sup>4</sup>For the representatives elected in 2022 in accordance with sentence 1 nos. 4 to 6 for the faculty council of the Faculty of Life Sciences: Food, Nutrition and Health, the term of office shall be three years, notwithstanding sentence 2.

- (2) <sup>1</sup>In matters concerning the appointment of professors, and insofar as the faculty council so decides also within the context of Habilitation processes, all professors of the faculty shall have the right to participate with voting rights. <sup>2</sup>In determining the quorum, the additional professors entitled to participate shall not be taken into account.

- (3) <sup>1</sup>The members of the faculty as described in para 2 shall be informed by the appointment committee of the outcome of its deliberations in appointment matters. <sup>2</sup>The professors of the relevant faculty have the right to inspect the application documents.

### **Section III: Other university bodies and institutes**

#### **§ 14**

#### **Bodies for quality assurance in learning and teaching**

- (1) <sup>1</sup>The university maintains a system for assuring the quality of its work in the area of teaching and learning. <sup>2</sup>This includes regular teaching and programme evaluations as well as a process of internal accreditation of programmes; external expertise is obtained and taken into account as part of the internal accreditation process.
- (2) <sup>1</sup>At the central level, the Quality Assurance service unit (QS) is established for this purpose, the work of which is supported by a QA advisory board. <sup>2</sup>The faculties elect a programme coordinator for each degree programme.
- (3) Further details, including those concerning other quality assurance stakeholders and procedures, are governed by the Quality Assurance and Evaluation Statutes of the University of Bayreuth, as amended.

#### **§ 15**

#### **Research institutes**

- (1) <sup>1</sup>Central research institutes (research centres) and operational units may be established at the university. <sup>2</sup>The decision on their establishment is made by the University Governing Board. <sup>3</sup>The same applies to research institutes that are assigned to one or more faculties (research units). <sup>4</sup>Pursuant to Art. 36 para 5 sentence 1 number 7 BayHIG, the University Council shall be given the opportunity to comment. <sup>5</sup>The Senate is informed accordingly. <sup>6</sup>The decision-making competence of the Senate pursuant to Art. 35 para 3, number 1 BayHIG with regard to the regulations of the relevant research institute shall remain unaffected. <sup>7</sup>A list of the research centres and research offices of the University of Bayreuth is published and updated by the University Governing Board.
- (2) <sup>1</sup>As part of the Cluster of Excellence "Africa Multiple" at the University of Bayreuth, the Bayreuth International Graduate School of African Studies exists as an institute pursuant to Art. 29 para 5 sentence 5 in conjunction with para 6, sentence 1 BayHIG, which exercises the right to award doctoral degrees to BIGSAS members for the Faculty of Biology, Chemistry & Earth Sciences, for the Faculty of Languages & Literatures, and for the Faculty of Humanities & Social Sciences. <sup>2</sup>The

details of the doctoral examination process and the examining bodies are governed by the doctoral regulations.

(3) <sup>1</sup>In accordance with Art. 29 para 5 sentence 5 in conjunction with para 6 sentence 1 BayHIG, the Bayreuth Graduate School of Mathematical and Natural Sciences (BayNAT), which is entitled to award doctoral degrees for the Faculty of Mathematics, Physics & Computer Science and for the Faculty of Biology, Chemistry & Earth Sciences, is established. <sup>2</sup>The details of the doctoral examination process and the examining bodies are governed by the corresponding doctoral regulations.

(4) <sup>1</sup>In accordance with Art. 29 para 5 sentence 5 in conjunction with para 6 sentence 1 BayHIG, the University of Bayreuth Graduate School exists as a central academic institute. <sup>2</sup>It serves to scientifically foster graduates seeking to obtain a doctorate in a structured way. <sup>3</sup>Membership is open to all doctoral students of the University of Bayreuth; it is voluntary and is granted upon request by the doctoral student.

<sup>4</sup>The bodies of the University of Bayreuth Graduate School are:

1. the board,
2. the director of the University of Bayreuth Graduate school and his or her deputy, and
3. the doctoral researchers' representatives (general assembly of doctoral researchers, spokespersons of the doctoral researchers and their deputies).

<sup>5</sup>The University of Bayreuth Graduate School's general assembly of doctoral researchers includes all doctoral researchers of the University of Bayreuth Graduate School. <sup>6</sup>The director of the University of Bayreuth Graduate School is either the University of Bayreuth's Vice President for Research & Young Scholars or a university lecturer from among the active professors. <sup>7</sup>The director and his or her deputy shall be appointed by the University Governing Board for three years at a time. <sup>8</sup>The heads of the graduate centres and the deans are entitled to make nominations. <sup>9</sup>The board of the University of Bayreuth Graduate School is made up of

1. the director of the University of Bayreuth Graduate school and his or her deputy,
2. one representative from each graduate centre and each faculty (the dean or other faculty representative),
3. the Vice President for Research & Junior Scholars at the University of Bayreuth,
4. the spokesperson of the doctoral students and three deputies, as well as
5. one of the Women's Representatives at the University of Bayreuth.

<sup>10</sup>The board makes decisions with regard to the University of Bayreuth Graduate School's strategic orientation, monitors the implementation of its goals, and contributes to its continued development.

<sup>11</sup>Its other duties include:

1. developing a qualification framework for doctoral researchers and the University of Bayreuth in consultation with the University of Bayreuth's University Governing Board and Senate,

2. reporting to the University Governing Board on establishing, modifying, or discontinuing graduate centres and doctoral programmes at the University of Bayreuth,
3. reporting to the University Governing Board on new or amended doctoral regulations.

<sup>12</sup>The Director and the Spokesperson of the University of Bayreuth Graduate School's general assembly of doctoral candidates are advisory members of the Senate. <sup>13</sup>Further details on the goals and responsibilities as well as the organization of the University of Bayreuth Graduate School are governed by its statute.

- (5) <sup>1</sup>The University Governing Board shall formulate general guidelines for the design of the research facilities and publish them. <sup>2</sup>The research institutes may adopt regulations defining the tasks and organization of the institution within the scope of their competence.

## **§ 16**

### **Research ombudspersons**

- (1) The University Governing Board of the University of Bayreuth shall appoint at least one ombudsperson for
  1. early-career scholars and
  2. for academic self-regulation.
- (2) <sup>1</sup>The University Governing Board shall adopt procedural principles defining the competence and function of the relevant ombudsperson as well as the individual stages of the procedure. <sup>2</sup>These procedural principles shall be made public at the university.

## **§ 17**

### **Presidential Advisory Committee for Research & Junior Researchers**

- (1) A Presidential Advisory Committee for Research & Junior Scholars shall be established under the chairmanship of the Vice President for Research & Junior Scholars.
- (2) <sup>1</sup>The committee shall include up to six representatives from governing bodies of the central research institutes, one representative of the research associates and doctoral researchers, and one representative who must be a doctoral researcher. <sup>2</sup>The University Governing Board shall decide on the exact composition and additional members.
- (3) <sup>1</sup>The Presidential Advisory Committee for Research & Junior Scholars shall deal with strategic issues regarding research at the University of Bayreuth. <sup>2</sup>It deals with strategies for improving its research profile and for research evaluation. <sup>3</sup>It advises on proposals for the establishment of new research centres and research units and draws up criteria for evaluating their synergies and their performance. <sup>4</sup>The committee shall attend to the concerns of early-career scholars.

## § 18

### **Presidential Advisory Committee for Teaching & Learning**

- (1) Under the chairmanship of the Vice President for Teaching & Learning, a Presidential Advisory Committee for Teaching & Learning shall be established to advise on matters relating to the organization and coordination of degree programmes, including those relating to cooperation between faculties, and to submit corresponding proposals.
- (2) <sup>1</sup>The committee shall consist of the deans of studies and two representatives each of the research associates and the doctoral students; if a faculty has more than one dean of studies, it may delegate only one dean of studies with voting rights. <sup>2</sup>The programme coordinators shall be consulted in an advisory capacity as required. <sup>3</sup>The University Governing Board shall decide on the composition of the representatives and on permanent guests.

## § 19

### **Presidential Advisory Committee for Teacher Education**

- (1) The Presidential Advisory Committee for Teacher Education shall be chaired by the Vice President for Teaching & Learning.
- (2) <sup>1</sup>In addition to the chairperson, the committee shall comprise up to eight professors who are involved in teacher training; in addition, the committee shall comprise at least two research associates and doctoral researchers who are involved in teacher training and at least two students enrolled in teacher education programmes. <sup>2</sup>The professors shall have a majority of the members. <sup>3</sup>The University Governing Board decides on the composition and on permanent guests.
- (3) The Presidential Committee for Teacher Education shall advise in particular on questions concerning the organization and coordination of teacher education programmes, also insofar as they concern cooperation between the faculties.

## § 20

### **Presidential Advisory Committee for International Affairs**

- (1) The Presidential Advisory Committee for International Affairs shall be chaired by the Vice President for Internationalization, Gender Equality & Diversity.
- (2) <sup>1</sup>In addition to the chairperson, up to eight professors shall be members of the committee; in addition, two research associates/ doctoral researchers and two students shall be members of the committee. <sup>2</sup>The University Governing Board decides on the composition and on permanent guests.

- (3) <sup>1</sup>The Presidential Advisory Committee for International Affairs deals with strategic issues regarding internationalization at the University of Bayreuth. <sup>2</sup>It deals with the conditions of international higher education development and with questions of international marketing. <sup>3</sup>It advises on proposals and develops measures to implement the internationalization strategy of the University of Bayreuth. <sup>4</sup>It advises on international cooperation with the University of Bayreuth, on the international exchange of students and scholars and deals with the recruitment and advising of international students and scholars as well as with the acquisition of corresponding third-party funds.

## § 21

### **Presidential Advisory Committee for Student Fees**

- (1) The Presidential Committee for Student Fees shall be chaired by the Vice President for Teaching & Learning.
- (2) <sup>1</sup>In addition to the chairperson, the committee shall consist of two professors, one representative of the group research associates and doctoral researchers, and four students. <sup>2</sup>The University Governing Board decides on the composition and on permanent guests.
- (3) The Presidential Committee for Student Fees deliberates, in particular, on the use of student fees and discusses all issues arising in connection with the student fees statutes of the University of Bayreuth.

## § 22

### **Presidential Advisory Committee for Information & Communication Technology**

- (1) The Presidential Advisory Committee for Information & Communication Technology shall be chaired by the Vice President for Digitalization, Innovation & Sustainability.
- (2) <sup>1</sup>In addition to the chairperson, the committee shall include the Vice President for Teaching & Learning, the Provost, one representative from each faculty, one representative from each central institute, one representative of the research associates and doctoral researchers, one representative of the non-academic staff, one student representative, the IT Security Officer, the Data Protection Commissioner, the Chief Information Officer, and the head of the campus management system. <sup>2</sup>The University Governing Board decides on the composition and on permanent guests. <sup>3</sup>In the event of a tie between the Chairperson and the Chief Information Officer, the Chairperson shall not have double voting rights.
- (3) The presidential advisory committee shall be responsible for information and communication technology at the University of Bayreuth and shall advise the University Governing Board.

- (4) <sup>1</sup>The Chief Information Officer (CIO) shall develop the IT strategic goals and implementation concepts for a common IT management of the University of Bayreuth in a continuous update process. <sup>2</sup>The CIO reports to the Presidential Advisory Committee for Information & Communication Technology and makes recommendations. <sup>3</sup>The CIO is either the Vice President for Digitization, Innovation & Sustainability at the University of Bayreuth or a university lecturer from among the active professors or junior professors. <sup>4</sup>The CIO and his or her deputy shall be appointed by the University Governing Board for three years at a time.

## § 23

### **Presidential Advisory Committee for Equal Opportunities & Diversity**

- (1) The Presidential Advisory Committee for Equal Opportunities & Diversity shall be chaired by the Vice President for Internationalization, Gender Equality & Diversity.
- (2) <sup>1</sup>In addition to the chairperson, the members of the presidential advisory committee shall include the Women's Representative of the university and his or her deputy, the Commissioner for Disabled Employees, the Commissioner for Disabled Students, the Director of the International Office, the Equal Opportunities Representative, the Commissioner for a Family-Friendly University, one representative of the Research Associates' Council, and two students. <sup>2</sup>When selecting students, care shall be taken to ensure that the interests of international students are taken into account. <sup>3</sup>The University Governing Board decides on the composition and on permanent guests.
- (3) <sup>1</sup>The presidential advisory committee is responsible for improving equal opportunities; the compatibility of family, studies, and career; diversity management; and measures to protect against discrimination and harassment. <sup>2</sup>It shall draw up strategies for this purpose, propose target agreements, in particular with the faculties, and corresponding measures, and review their implementation.
- (4) <sup>1</sup>The presidential advisory committee shall form a Committee for the Advancement of Women, to which the Women's Representatives of the university and the faculties, their deputies, and one student from each faculty shall belong. <sup>2</sup>Students are nominated at the beginning of the academic year by the relevant student representatives in agreement with the student parliament. <sup>3</sup>The Committee for the Advancement of Women is chaired by the Women's Representative of the university. <sup>4</sup>The tasks of the committee shall be, in particular, to draw up the list of candidates for the election of the Women's Representative of the university and the deputies, and to prepare the draft of the plan for the advancement of women. <sup>5</sup>The responsibilities of the Women's Representatives pursuant to Art. 22 para 3 sentence 1 BayHIG shall remain unaffected.

### **§ 23a**

#### **Presidential Advisory Committee for Sustainability**

- (1) The Presidential Advisory Committee for Sustainability shall be chaired by the Vice President for Digitalization, Innovation & Sustainability.
- (2) <sup>1</sup>In addition to the chairperson, the committee shall include seven professors (one from each faculty), the head of Buildings & Grounds Maintenance, one representative of the academic staff, one representative of the non-academic staff, and two students. <sup>2</sup>The University Governing Board decides on the composition and on permanent guests.
- (3) <sup>1</sup>The Presidential Advisory Committee for Sustainability deals with strategic issues regarding sustainability at the University of Bayreuth. <sup>2</sup>It advises on proposals and develops measures to implement the sustainability strategy.

### **§ 24**

#### **Presidential Advisory Committee for Academic Staff Development (Bayreuth Track Committee)**

- (1) The Presidential Advisory Committee for Academic Staff Development (Bayreuth Track Committee) is chaired by the Vice President for Research & Junior Scholars.
- (2) <sup>1</sup>In addition to the chairperson, four professors permanently employed at the University of Bayreuth, two dismissed or retired professors of the University of Bayreuth, and two external professors shall be members of the committee. <sup>2</sup>In addition, the committee shall include two professors close to the subject who are permanently employed at the University of Bayreuth and who are nominated by the faculty concerned for the duration of each Bayreuth Track procedure. <sup>3</sup>The University Governing Board shall decide on the composition and permanent guests in consultation with the Senate.
- (3) The Presidential Advisory Committee for Academic Staff Development is responsible for the implementation of the Bayreuth Track Procedure by supporting the University of Bayreuth in its goal of creating predictable and reliable career perspectives for young academics at all levels.

### **§ 25**

#### **Centre for Teacher Education (ZLB)**

- (1) <sup>1</sup>The Centre for Teacher Education (ZLB) is a central institute of the University of Bayreuth according to Art. 29 para 5 sentence 2 item 2 BayHIG with the aim of coordinating issues related to teacher education. <sup>2</sup>The ZLB is particularly active in the areas of university teacher training, continuing education for teachers, cooperation with schools, and public relations.

- (2) The members of the ZLB shall be, for the teaching subjects established at the University of Bayreuth including educational sciences, one representative of each subject area, one representative of each didactics subject area, the programme coordinators of the teaching education programmes, and four students enrolled in teacher education programmes.
- (3) The organization and structure of the centre is governed by the regulations of the ZLB.

## **§ 26**

### **Council of the Research Associates & Doctoral Researchers**

- (1) The elected representatives of the research associates and doctoral researchers in the faculty councils, Senate, University Council, along with research associates and doctoral researchers among the Women's Representatives, members of the presidential advisory committees, and the representatives of the doctoral researchers within the University of Bayreuth Graduate School form the Council of the Research Associates & Doctoral Researchers for the exchange of information and the coordination of its committee activities.
- (2) <sup>1</sup>The council shall elect a spokesperson and two deputies. <sup>2</sup>Their term of office shall be two years. <sup>3</sup>The President shall send invitations to attend the constituent meeting and chair it until the election of the spokesperson.
- (3) The council appoints the permanent representatives in the various committees at the university who are not settled by way of elections.
- (4) Appropriate resources shall be made available to the council for the performance of its tasks.
- (5) § 37 applies mutatis mutandis.

## **§ 27**

### **Student representatives**

- (1) <sup>1</sup>A "Student Parliament (StuPa)" shall be formed at the University of Bayreuth, which shall perform the tasks of the student representation according to Art. 27 para. 2 sentence 4 BayHIG. <sup>2</sup>The Student Parliament consists of
  1. two students of the faculty nominated by the respective student council (for a term of office of one year), whereby at least one student must be the student council spokesperson or the deputy spokesperson,
  2. twenty additional elected student representatives.<sup>3</sup>The representatives pursuant to sentence 2 number 1 shall be appointed by the student councils following their election; a representative who is already a student representative under the terms

of sentence 2 number 2 may not be appointed.<sup>4</sup>The election of representatives pursuant to sentence 2 no. 2 shall be governed by the provisions of the Election Regulations for State Universities (BayHSchWO) of 16 June 2006 (GVBl. p. 338), as amended, and § 5 para 1 sentences 3 and 4 accordingly, and the term of office shall be one year.<sup>5</sup>An election proposal for representatives in accordance with sentence 2 number 2 must be signed by at least ten students entitled to vote.<sup>6</sup>The Student Parliament shall elect a chairperson and deputy chairperson from among its members.<sup>7</sup>The first meeting of the Student Parliament shall be chaired by the President until the election of a chairperson or a deputy chairperson.<sup>8</sup>Departing from § 43 para 1 sentence 1, the Student Parliament shall meet in public unless personnel matters are dealt with or the rights of third parties or other legal reasons conflict with this.<sup>9</sup>The exclusion of the public shall be discussed and decided in closed session.

- (2) <sup>1</sup>The steering committee consists of six students who are elected by the Student Parliament; these do not have to come from among the members of the Student Parliament. <sup>2</sup>The person chairing the steering committee shall be determined by the Student Parliament. <sup>3</sup>The steering committee shall implement the decisions of the Student Parliament. <sup>4</sup>Current affairs may be delegated to it for independent handling. <sup>5</sup>The steering committee shall report to the Student Parliament on its activities, in particular on the use of budgetary funds; the Student Parliament may deliberate on this matter.
- (3) <sup>1</sup>The chairperson and the deputy chairperson of the Student Parliament and the members of the steering committee may be voted out of office by the Student Parliament with a majority of two thirds of its members for good cause. <sup>2</sup>The President shall convene the meeting; Section 40 sentence 7 shall apply mutatis mutandis. <sup>3</sup>The chairmanship of the meeting shall be incumbent upon the oldest member of the Student Parliament, insofar as this is not the subject of a vote of no confidence. <sup>4</sup>Within two weeks of removal from office of one of the persons named in sentence 1, the election of a successor shall be held.
- (4) <sup>1</sup>An advisory committee, in which the concerns of the student representative bodies are coordinated, may be appointed at any time by the student representative bodies or by the Student Parliament. <sup>2</sup>The overview of anticipated expenditures (Art. 27 para 4 sentence 3 BayHIG) shall be adopted by the Student Parliament.
- (5) <sup>1</sup>The representatives of the students of a faculty form the student council, which is responsible for the perception of faculty-related matters of the students within the framework of Art. 27 para 2 sentence 4 BayHIG. <sup>2</sup>The number of members shall be seven. <sup>3</sup>In faculties with more than 2,000 students entitled to vote, the number of members shall be increased by one for each additional 1,000 students or part thereof. <sup>4</sup>The department spokesperson shall be the student representative on the faculty council who received the most votes in the election; the deputy shall be the additional student representative on the faculty council; the additional members of the student council representation shall be those students in the required number who would be entitled to additional seats in the election to the faculty councils. <sup>5</sup>The spokesperson of the departmental student

representatives shall conduct the day-to-day business of the departmental student representatives and implement the bodies decisions; para 2 sentence 3 applies mutatis mutandis. <sup>6</sup>If the prescribed number of members is not reached after the election or during the term of office, the University Governing Board shall appoint additional students of the faculty to reach the prescribed number of members upon the proposal of the elected student council.

- (6) <sup>1</sup>The Student Parliament may, within the framework of the annual university elections, submit a specific factual question from its area of responsibility to the group of students for a decision (ballot); notwithstanding this, a ballot on funds (Art. 27 para 4 sentence 1 BayHIG) of the student representatives is not permitted. <sup>2</sup>The question put to the ballot must contain a question to be decided with a yes or no vote and a statement of reasons. <sup>3</sup>The University Governing Board shall decide on admissibility. <sup>4</sup>All students are entitled to vote. <sup>5</sup>The question posed shall be decided in the sense in which it was answered by the majority of the valid votes cast, provided that at least 10 out of 100 of those entitled to vote cast their vote; in the event of a tie, the question shall be deemed to have been answered in the negative. <sup>6</sup>The decision shall be binding on the bodies of the student council of the subsequent term of office, unless the underlying factual or legal situation has changed significantly. <sup>7</sup>The detailed procedure for the ballot shall be governed by the regulations.
- (7) <sup>1</sup>The Student Parliament may convene a meeting of all students once per semester. <sup>2</sup>During the meeting, no teaching shall take place. <sup>3</sup>The date and time for the meeting shall be determined in consultation with the University Governing Board and shall be chosen in such a way that the highest possible attendance can be achieved and as few courses as possible are cancelled.
- (8) Pursuant to Art. 28 para 1 sentence 3 BayHIG, the Student Parliament shall elect the student representatives to the State Student Council.

## § 28

### Representative for Equality of Women in Science and Art

- (1) <sup>1</sup>The term of office of the Representative for Equality of Women in Science and Art at the University (Women's Representative of the University of Bayreuth) shall be two years and shall begin on 1 October. <sup>2</sup>Re-election is admissible. <sup>3</sup>If a women's representative leaves office prematurely, a by-election for the remainder of the term of office shall take place at the latest two meeting's later by the relevant collegial body. <sup>4</sup>The Women's Representative of the University of Bayreuth shall have the right to participate in an advisory capacity in the meetings of all university boards and committees of which he or she is not a voting member. <sup>5</sup>The Women's Representative of the University shall have up to three deputies.
- (2) <sup>1</sup>The term of office of the faculty representative for equality of women in science and art (Women's Representative of the Faculty) shall be two years and shall begin on 1 October. <sup>2</sup>The

Women's Representative of the Faculty shall have up to two deputies. <sup>3</sup>Paragraph 1 sentences 2 and 3 apply mutatis mutandis.

- (3) <sup>1</sup>The university shall provide the women's representatives with adequate resources for the effective performance of their duties. <sup>2</sup>Women's representatives shall be relieved of other official duties for the duration of their activity, taking into account the scope of their work.

## § 29

### **Commissioner for a Family-Friendly University**

<sup>1</sup>The Commissioner for a Family-Friendly University shall be appointed by the University Governing Board. <sup>2</sup>She or he shall in particular foster family-friendly working and study conditions and support the compatibility of studies, career, and family. <sup>3</sup>The responsible organizational units in the academic and non-academic units of the University of Bayreuth shall cooperate with the commissioner in this respect and support him or her in his or her tasks. <sup>4</sup>The responsibilities of the Women's Representatives pursuant to Art. 22 para 3 sentence 1 BayHIG shall remain unaffected.

## § 30

### **Representative for Students with Disabilities**

- (1) In consultation with the Student Parliament, the University Governing Board shall appoint a Representative for Students with Disabilities.
- (2) <sup>1</sup>The latter shall foster the integration of disabled students into the University, represent their specific interests concerning their studies and examinations, and provide them with advice and assistance. <sup>2</sup>He or she shall perform his or her duties in particular by
1. receiving suggestions and applications for the avoidance of disadvantages for disabled students and forwarding them to the responsible bodies and committees of the University,
  2. submitting an annual report on the situation of disabled students at the University and forwarding it to the University Governing Board.

<sup>3</sup>She or he shall also cooperate with the steering committee.

<sup>4</sup>In the decision-making bodies, the suggestions and initiatives of the representative for the disabled persons in accordance with Art. 2 para 5 sentence 1 BayHIG shall be addressed, and he or she shall be heard.

## § 31

### Board of Trustees

- (1) A Board of Trustees shall be established to support the interests of the University of Bayreuth in public and to advise and support the University of Bayreuth in its work.
- (2) <sup>1</sup>The Board of Trustees shall include up to 20 persons from the fields of business, culture, and politics who are particularly committed to the concerns of the University of Bayreuth. <sup>2</sup>The members are appointed by the University Governing Board for a period of five years. <sup>3</sup>Re-appointment is permissible.
- (3) <sup>1</sup>The Board of Trustees shall elect a chairperson and deputy chairperson from among its members. <sup>2</sup>The chair shall convene at least one meeting of the Board of Trustees in each calendar year. <sup>3</sup>The President shall send invitations to attend the constituent meeting and chair it until the election of the chairperson.

## Section IV: Election procedure

## § 32

### Scope

For the elections of

- the president,
- the vice presidents,
- the deans,
- the vice deans,
- the deans of studies,
- the women's representatives of the university and the faculties with their respective deputies,
- the deputy chairperson of the Senate,
- the chairperson of the University Council and his or her deputy,
- the spokesperson of the research associates and doctoral researchers and his or her two deputies,
- the representatives and the substitute representatives of the students in the Senate and the University Council,
- the chairperson of the Student Parliament and his or her substitute and the members of the steering committee and its chairperson,
- the student representatives for the State Student Council,

the following general provisions shall apply unless special provisions are made in the present Constitution.

### **§ 33**

#### **Voting**

- (1) <sup>1</sup>Election proposals may be made by any members of the election committee up to the beginning of the round of elections. <sup>2</sup>Nominations may only be put to the vote if the proposed candidates have given their consent to run for election.
- (2) <sup>1</sup>Each election body shall appoint its own election officer. <sup>2</sup>Before the election begins, the election officer shall establish the quorum of the election body.
- (3) <sup>1</sup>The election body shall constitute a quorum if all members have been duly invited and the majority of the members are present. <sup>2</sup>The written transfer of voting rights shall be permissible in accordance with § 42 para 3 and shall be taken into account when determining the quorum in accordance with para 2 sentence 2.
- (4) Elections shall in principle be conducted by secret ballot and without debate; votes shall be cast in writing.
- (5) A ballot paper is invalid if
  1. none of the proposed candidates is marked on it (abstention),
  2. it names a person who is not a nominee,
  3. it contains additions or reservations,
  4. the will of the voter cannot be discerned beyond doubt.

### **§ 34**

#### **Election results**

- (1) <sup>1</sup>The election officer shall determine the outcome of the election and announce it. <sup>2</sup>A written record of the election shall be made and signed by the election officer.
- (2) <sup>1</sup>If only one candidate is to be elected, the person who receives more than half of the votes of all members of the electoral body shall be elected. <sup>2</sup> If no candidate achieves this majority in the first round of voting, then, unless a new election process is initiated, a run-off election shall take place in a second vote between the two candidates who achieved the highest number of votes in the first round. <sup>3</sup>In the second round, the person who receives the majority of the valid votes cast is elected. <sup>4</sup>In the event of a tie, a third vote shall be held; if this again results in a tie, para 4 shall apply. <sup>5</sup>If only one candidate runs for office, he or she is elected if the number of valid "yes" votes cast exceeds the number of valid "no" votes cast.

- (3) <sup>1</sup>If several candidates are to be elected, the candidates with the most votes are elected. <sup>2</sup>In the event of a tie, an additional round of voting shall be held with regard to the candidates concerned. <sup>3</sup>If the votes are again tied, para 4 shall apply.
- (4) If the election does not take place, a new election process shall be initiated and conducted without delay.

### **§ 35**

#### **Acceptance of the election results**

- (1) <sup>1</sup>The relevant election officer shall immediately notify the elected persons of the election result and shall request them to declare, either orally for the record at the election meeting or in writing within one week, whether they accept the election. <sup>2</sup>If no declaration is received within this period, the election shall be deemed to have been accepted. <sup>3</sup>If the election is not accepted for an important reason within the meaning of Art. 26 para 1 sentence 3 BayHIG, a new election process shall be initiated and conducted without delay.
- (2) The election officer shall ensure appropriate publication of the election results.

## **Section V: Course of business**

### **§ 36**

#### **Scope**

The following provisions shall apply to the conduct of business of the collegial bodies and other bodies, unless special provisions are made in the present Constitution.

### **§ 37**

#### **Rules of procedure**

The collegial bodies and the other bodies shall adopt rules of procedure as required.

### **§ 38**

#### **Membership in the committees**

- (1) The members of all presidential advisory committees are appointed by the University Governing Board.

- (2) <sup>1</sup>Membership in the presidential advisory committees of the University of Bayreuth shall in principle be for four years; re-appointment for an additional four years shall be permissible. <sup>2</sup>Sentence 1 does not apply to students. <sup>3</sup>If member groups are only represented by one person in the presidential advisory committees, the University Governing Board may appoint a substitute representative.
- (3) <sup>1</sup>The term of office of the students in the presidential advisory committees of the University of Bayreuth shall be based on the term of office of the Student Parliament; terms of office lasting several years are possible. <sup>2</sup>At the beginning of each term of office, the Student Parliament shall propose to the University Governing Board the student members for the presidential advisory committees. <sup>3</sup>Substitute representatives may be appointed for the students in the presidential advisory committees.
- (4) <sup>1</sup>The relevant student council has the right to nominate student representatives to boards and committees at the faculty level. <sup>2</sup>If the student council does not submit a proposal within fourteen days, the responsible faculty council shall provisionally appoint a representative until the student council submits a proposal.
- (5) In derogation of para 2 sentence 3 the University Governing Board shall appoint a substitute representative for each group of students who may also attend the meetings in an advisory capacity; this shall not apply if more than one representative belongs to a committee.

## § 39

### Instructions for committee members

At the beginning of their term of office, the members of the collegial bodies and the other bodies shall be informed by the chairperson of their obligation to maintain confidentiality in accordance with Art. 26 para 2 BayHIG.

## § 40

### Meetings and invitations to meetings

<sup>1</sup>The collegial bodies and the other bodies shall meet in sessions. <sup>2</sup>They shall be convened at least once a semester during the lecture period. <sup>3</sup>They shall be convened by the respective chairperson, who shall inform them of the agenda prepared by him or her. <sup>4</sup>The chairperson shall chair the meeting. <sup>5</sup>The collegial bodies and the other bodies shall be required to meet at the request of the University Governing Board, if necessary at short notice. <sup>6</sup>They will also meet during the semester break if necessary. <sup>7</sup>The chairperson of a collegial body or of another body shall be obligated to convene a meeting within two weeks at the request of a quarter of the members; the request shall be submitted in writing or by e-mail and shall specify the subject to be discussed. <sup>8</sup>Summons to meetings shall be made in writing or by e-mail and generally at least one week before the meeting. <sup>9</sup>In exceptional cases, a member or another

person authorized to participate (e.g., an expert) may be connected and a meeting or parts of a meeting may be held using digital media (e.g., video conferencing), provided that transmission is secure and complies with data protection requirements. <sup>10</sup>In cases pursuant to sentence 9, it must be ensured that the participation of the person connected is not influenced.

## **§ 41**

### **Quorum**

- (1) The collegial bodies and other bodies constitute a quorum if - after all members were duly invited - the majority of the members eligible to vote are present; proxy voting, to be carried out in writing, shall be taken into account when taking attendance and determining the voting power of members.
- (2) <sup>1</sup>The members are obligated to attend the meetings and participate in voting. <sup>2</sup>If a collegial body or other body is convened for the second time to discuss the same subject because it was unable to reach a decision during the first meeting, it shall constitute a quorum irrespective of the number of voters present; the second invitation - for which at least two days' notice must be given - must refer to this provision.
- (3) <sup>1</sup>When conducting meetings with the aid of digital media, the relevant member shall immediately inform the meeting management or the person responsible for the minutes in a suitable form in the event of a connection failure. <sup>2</sup>The session chairperson shall take immediate action in this case.

## **§ 42**

### **Decision-making**

- (1) <sup>1</sup>The collegial bodies and the other bodies shall decide by a majority of the votes cast; abstentions shall be regarded as votes not cast. <sup>2</sup>If votes are equally divided among its members, the chairperson's vote shall be decisive.
- (2) Article 51 para 1 sentence 1 BayHIG shall apply to decisions concerning personnel matters.
- (3) Written transfers of voting rights to other members of the same group of the respective body or to an elected or appointed substitute representative, insofar as there is no other representative of the same group in the body, are permissible for individual meetings or parts of meetings; each member may only combine the votes of a total of two members.
- (4) Voting rights may not be transferred, secret ballots may not be held, nor may abstentions be made in the case of examination panels.

- (5) Decisions that cannot be postponed or are urgent may be decided by all committees of the University of Bayreuth by circular resolution.
- (6) <sup>1</sup>When meetings are held using digital media, voting shall be conducted in such a way that the result of the vote can be determined beyond doubt and multiple votes are excluded. <sup>2</sup>In the event of an inability to reach a quorum due to technical faults in the connection, the chairperson shall determine an appropriate interruption of the meeting to enable the members to dial in again.

### **§ 43**

#### **Consulting guests and members of the public**

- (1) <sup>1</sup>The collegial bodies and other bodies generally meet in private. <sup>2</sup>They may decide on a case-by-case basis to make certain items on the agenda of a future meeting open to the public, unless personnel or audit matters are being dealt with or third-party rights or other legal reasons conflict with this.
- (2) The University Governing Board shall ensure that the members of the university and the public are informed to the necessary extent about the activities of the collegial bodies and the other bodies.
- (3) With the agreement of the members of a collegial body or of another body, the chairperson may invite experts to attend on a case-by-case basis for specific items on the agenda.

## **Section VI: Concluding provisions**

### **§ 44**

#### **Entry into effect and termination**

- (1) The present Constitution shall take effect on 2 January 2023.
- (2) At the same time, the University of Bayreuth's Constitution dated 25 June 2007 (AB UBT 2007/111), which was last amended by statutes of 20 July 2021 (AB UBT 2021/060), shall expire.

### **§ 44 a**

#### **Transitional provisions**

At the end of 30 September 2025, the provision in the third sentence of § 13 para 1 shall cease to apply.

Issued on the basis of a decision made by the University of Bayreuth's Senate on 14 December 2022 and approved by the President of the University of Bayreuth on 03 January 2023, Ref. No. O 1100 - I/1.

Bayreuth, 09 January 2023

UNIVERSITY OF BAYREUTH  
[seal]

THE PRESIDENT  
[signature]  
Professor Dr. Stefan Leible

The present regulations were enacted at the University on 09 January 2023.  
This was announced on 09 January 2023 by posting a notice at the university.  
The date of the announcement is 09 January 2023.