

Care was taken to ensure the text of these regulations is accurate and up-to-date; the present version may nevertheless contain errors. The official, legally binding version can be viewed in the Examinations Office, the Student Advising Office, or online at <https://www.amtliche-bekanntmachungen.uni-bayreuth.de/de/>. Please note the effective dates of the amendments.

**Constitution
of the University of Bayreuth
dated 09 January 2023
as amended on 20 December 2023**

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

Preamble

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

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§ 1

Legal status and structure of the university

- (1) ¹The University of Bayreuth is a public corporation with the right of self-governance; membership is governed by Article 19 BayHIG. ²It 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) ¹In 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. ²The 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. ³The University Governing Board of the University of Bayreuth shall decide applications for secondary membership for the duration of the cooperation in agreement with the faculty or research institute concerned. ⁴If 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. ⁵Persons who have been accepted as secondary members at the University of Bayreuth are neither entitled to vote nor eligible for election at the University of Bayreuth; in matters pursuant to § 13 para 2 sentence 1, they may participate in an advisory capacity.
- (5) ¹Professors 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. ²The University Governing Board shall decide on the award of secondary membership upon application of the professor after approval by the faculties involved. ³Secondary 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. ⁴Paragraph 4 sentence 5 applies accordingly, unless further participation rights are expressly regulated.
- (6) ¹Doctoral researchers are members of the university according to Art. 19 para 1 sentence 1 BayHIG. ²They belong to the group pursuant to Art. 19 para 2 sentence 1 No. 2 BayHIG. ³A 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. ⁴As 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. ⁵Doctoral 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) ¹Visiting researchers or other persons who, with the approval of the University Governing Board, work in a faculty or in a central academic institute with the approval of the respective dean or the respective management of the institute for longer than one semester may be granted the rights and obligations of members of the university for this period. ²They 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.

§ 1a

Semester and lecture times

- (1) ¹Winter Semester at the University of Bayreuth begins on 1 October and ends on 31 March of the following year. ²Summer Semester at the University of Bayreuth begins on 1 April and ends on 30 September.
- (2) ¹The lecture period of the winter semester is 17 calendar weeks, the lecture period of the summer semester is 14 calendar weeks. ²The 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. ³The 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. ⁴The lecture period shall also be interrupted by public holidays that fall outside the periods specified in sentence 3. ⁵The University Governing Board may designate one day per semester on which lectures are not held. ⁶The University Governing Board shall determine the date of the beginning and end of the lecture period. ⁷The 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) ¹The University Governing Board comprises the President, four Vice Presidents, and the Provost. ²The Representative for Equality of Women in Science and Art (Women's Representative) is a member with an advisory vote.

- (2) ¹The 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. ²It conducts the day-to-day business of the University. ³The 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. The University Governing Board provides an account of the implementation of the corporate budget, which must be submitted to the University Council for approval. The University Governing Board may appoint a committee to audit the accounts of the corporate budget.
 14. 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) ¹In 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. ²The University Council and the Senate cooperate in a spirit of trust in the election of the President and in preparation for the election.
- (3) ¹The 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. ²The application period should not be shorter than four weeks; applications must be submitted in writing. ³The 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) ¹The 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. ²The 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. ³If 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) ¹The members of the Senate and the University Council are to be invited in writing no later than four weeks before the election. ²The list of nominations and information on the number of applications is to be enclosed with the invitation. ³At 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. ⁴The invitation is sent by the Provost. ⁵This person is also responsible for chairing the meeting at the information event and at the election itself. ⁶At 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. ⁷The candidates will have the opportunity to present their strategy for the further development of the university. ⁸The members of the Senate and the University Council may ask the candidate questions relating to the office of President. ⁹A 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) ¹The following procedure shall apply to the election: The Senate and the University Council shall vote in joint session but using separate ballots. ²The person elected shall be the person who receives a majority of the voting members of both the Senate and the University Council. ³If 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. ⁴A run-off in the second round of voting shall be excluded by way of derogation from § 34 para 2 sentences 2 and 3. ⁵The Senate and the University Council shall hold a joint debate before the second and third rounds of voting; the members of the Senate and the University Council shall be given sufficient time for discussion. ⁶The joint debate pursuant to sentence 5 shall take place immediately after the previous round of voting.
- (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) ¹If there are important reasons for doing so, the President may be dismissed by the Senate and the University Council in joint session. ²The 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. ³A period of at least one week must elapse between receipt of the request and the joint meeting of the Senate and the University Council. ⁴The invitation shall be sent by the Provost, who shall also be responsible for chairing the meeting. ⁵The request shall be put to the vote after discussion. ⁶By 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) ¹The term of office of the Vice Presidents is three years, including the semester in which the appointment takes effect. ²Re-election is admissible.
- (3) ¹By 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. ²The President has 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 and doctoral candidates (Art. 19 para 2 sentence 1 no. 2 BayHIG) for election.

- (4) ¹The election should take place during the lecture period of the last semester falling within the term of office of the incumbent Vice President. ²If 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) ¹The President invites the members of the Senate and the University Council to the joint election meeting and chairs the meeting. ²For this invitation, a period of at least two weeks shall apply. ³The 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) ¹By 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.
- ²The provisions of the Election Regulations of 25 October 2024 (AB UBT 2024/075) for the University of Bayreuth, 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.
- (2) ¹The 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. ² 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. ⁴If 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 other members of the University Governing Board who have voting rights, the Director, the representative of the general assembly of doctoral researchers of 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) ¹Notwithstanding Art. 35 para 2 BayHIG, the Senate is chaired by the President. ²The Senate shall elect a deputy chairperson from among its voting members and, notwithstanding § 42 para 1 sentence 2, the deputy chairperson shall have the casting vote in the event of a tie. ³ The chair and the deputy chair shall consult with each other when drawing up the agenda. ⁴The President informs the University Council of the main results of the meetings of the Senate.
- (5) ¹By way of derogation from Art. 35 para 4, sentence 1 BayHIG, the Senate may, in agreement with the University Governing Board, appoint advisory committees. ²The 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 8 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) ¹The 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. ²The provisions of the Election Regulations. ³The representatives under para 1 no. 3 and a substitute representative shall be elected by applying § 5 para 2 *mutatis mutandis*.
- (3) ¹Of 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. ²The 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) ¹The University Council elects a chair from among its non-university members and a deputy chair from among its university members. ²The 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) ¹By 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. ²If 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. the Faculty of Engineering Science,
- and at the Kulmbach site
7. the Faculty of Life Sciences: Food, Nutrition & Health.

§ 10

Deans

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

- (2) ¹If 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. ²If 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) ¹The term of office of the vice deans is two years. ²Re-election is admissible. ³The activity as vice dean is incompatible with representation in the member group of full-time university lecturers in the faculty council (Art. 49 sentence 4 BayHIG).
- (2) ¹Each faculty has at least one vice dean. ²At the request of the faculty council, the Senate shall decide whether the applicant faculty may elect an additional vice dean.
- (3) ¹The vice dean is elected from among the professors of the faculty on the recommendation of the dean. ²If a faculty elects a further vice dean, one of the vice deans may be elected from among the research associates. ³For the time and procedure of the election, § 10 para 2 shall apply accordingly.

§ 12

Deans of studies

- (1) ¹Each faculty has at least one dean of studies. ²The 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. ³At the request of the faculty council, the Senate shall decide whether the applicant faculty may elect an additional dean of studies.
- (2) ¹If 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. ²§ 10 para 2 sentence 2 applies *mutatis mutandis*. ³The term of office of the dean of studies is three years. ⁴Re-election is admissible. ³The activity as

dean is incompatible with representation in the member group of full-time university lecturers in the faculty council (Art. 49 sentence 4 BayHIG).

- (3) ¹The dean of studies is responsible for the quality assurance of the degree programmes in accordance with Art. 40 para 2 BayHSchG in consultation with the programme coordinators and the students of the relevant faculty. ²The voting procedure according to sentence 1 is determined by the dean of studies in agreement with the faculty council. ³The 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) ¹In 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. ²Art. 40 para 2 number 4 BayHIG remains unaffected. ³When 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) ¹The 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 full-time 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.
- ²The provisions of the Election Regulations shall apply to the election and term of office of members of the faculty councils in accordance with sentence 1 numbers 4-7 ³For 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) ¹In 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. ²In determining the quorum, the additional professors entitled to participate shall not be taken into account.
- (3) ¹The 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. ²The 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) ¹The university maintains a system for assuring the quality of its work in the area of teaching and learning. ²This 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) ¹At 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. ²The 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) ¹Central research institutes (research centres) and operational units may be established at the university. ²The decision on their establishment is made by the University Governing Board. ³The same applies to research institutes that are assigned to one or more faculties (research units). ⁴Pursuant to Art. 36 para 5 sentence 1 number 7 BayHIG, the University Council shall be given the opportunity to comment. ⁵The Senate is informed accordingly. ⁶The 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. ⁷A list of the research centres and research offices of the University of Bayreuth is published and updated by the University Governing Board.

- (2) ¹As part of the Africa Multiple Cluster of Excellence 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. ²The details of the doctoral examination process and the examining bodies are governed by the doctoral regulations.
- (3) ¹In 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. ²The details of the doctoral examination process and the examining bodies are governed by the corresponding doctoral regulations.
- (4) ¹In 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. ²It serves to scientifically foster graduates seeking to obtain a doctorate in a structured way. ³Membership is open to all doctoral students of the University of Bayreuth; it is voluntary and is granted upon request by the doctoral student.

⁴The 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).

⁵The University of Bayreuth Graduate School's general assembly of doctoral researchers includes all doctoral researchers of the University of Bayreuth Graduate School. ⁶The 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. ⁷The director and his or her deputy shall be appointed by the University Governing Board for three years at a time. ⁸The heads of the graduate centres and the deans are entitled to make nominations. ⁹The 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.

¹⁰The 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.

¹¹Its 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.

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

- (5) ¹The University Governing Board shall formulate general guidelines for the design of the research facilities and publish them. ²The 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) ¹The 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. ²These 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) ¹The 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 representatives who must be a doctoral researcher. ²The University Governing Board shall

decide on the exact composition and other members; each faculty should be taken into account as far as possible in the composition of the members.

- (3) ¹The Presidential Advisory Committee for Research & Junior Scholars shall deal with strategic issues regarding research at the University of Bayreuth. ²It deals with strategies for improving its research profile and for research evaluation. ³It advises on proposals for the establishment of new research centres and research units and draws up criteria for evaluating their synergies and their performance. ⁴The 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) ¹The 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. ²The programme coordinators shall be consulted in an advisory capacity as required. ³The 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) ¹In 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. ²The professors shall have a majority of the members. ³The University Governing Board decides on the composition and on permanent guests; each faculty should be considered as far as possible in the composition of the members.
- (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) ¹In 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. ²The University Governing Board decides on the composition and on permanent guests; each faculty should be considered as far as possible in the composition of the members.
- (3) ¹The Presidential Advisory Committee for International Affairs deals with strategic issues regarding internationalization at the University of Bayreuth. ²It deals with the conditions of international higher education development and with questions of international marketing. ³It advises on proposals and develops measures to implement the internationalization strategy of the University of Bayreuth. ⁴It 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) ¹In addition to the chairperson, the committee shall consist of two professors, one representative of the group research associates and doctoral researchers, and four students. ²The 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) ¹In 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, and the Chief Information Officer. ²The University Governing Board decides on the composition and on permanent guests. ³In 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) ¹The 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. ²The CIO reports to the Presidential Advisory Committee for Information & Communication Technology and makes recommendations. ³The 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. ⁴The 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) ¹In addition to the chairperson, the Presidential Advisory Committee shall include the University's Women's Representative, the Employer's Inclusion Representative, the Representative for Students with Disabilities or Chronic Illnesses, the Equal Opportunities Officer, a representative of the academic staff and doctoral candidates, one professor, one of the two ombudspersons for early career researchers, the representatives of the Complaints Office, a representative of the Employee Council, and two students. ²When selecting students, care shall be taken to ensure that the interests of international students are taken into account. ³The University Governing Board decides on the composition and on permanent guests.
- (3) ¹The 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. ²It shall draw up strategies for this purpose, propose target agreements, in particular with the faculties, and corresponding measures, and review their implementation.

§ 23 a

Presidential Advisory Committee for Sustainability

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

Presidential Advisory Committee for Library Affairs

- (1) ¹A Presidential Advisory Committee for Library Affairs shall be established under the chairmanship of the Vice-President for Research & Junior Scholars. ²The chairmanship may be assumed by another member of the committee from among the full-time university lecturers.

- (2) ¹The Presidential Advisory Committee shall consist of one representative of the full-time university lecturers from each faculty, one representative from the group of research associates and doctoral researchers, one member of the non-academic staff, one representative of the students, the Director of the University Library and the Provost of the University. ²Permanent guests of the Presidential Advisory Committee are the members of the University Governing Board, unless they are already members of the presidential advisory committee. ³The University Governing Board decides on the composition and on any additional permanent guests.
- (3) ¹The Presidential Advisory Committee for Library Affairs deals with the setting of priorities and strategic development of the University Library. ²In particular, it advises the University Governing Board on library matters, research data management, and open access. ³It discusses issues relating to the strategic development of the library system and proposes the distribution of the library budget among the subjects.

§ 26

Centre for Teacher Education (ZLB)

- (1) ¹The 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. ²The 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.

§ 27

Council of 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. ²The representatives from the presidential advisory committees each have only one voting member; the other members may participate in the meeting in an advisory capacity. ³The spokesperson appoints the person with voting rights for this presidential advisory committee on October 1 for the duration of one year

on the recommendation of the representatives of the respective presidential advisory committee and, if they are unable to attend, the deputy person with voting rights. ⁴The number of members entitled to vote is decisive for the quorum in the council.

- (2) ¹The council shall elect a spokesperson and two deputies. ²Their term of office shall be two years. ³The President shall send invitations to attend the constituent meeting and chair it until the election of the spokesperson.
- (3) he 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*.

§ 28

Student representatives

- (1) ¹A "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. ²The 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.³The 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. ⁴The election and term of office of the representatives pursuant to sentence 2 no. 2 shall be governed by the provisions of the Election Regulations. ⁵The Student Parliament shall elect a chairperson and deputy chairperson from among its members. ⁶The first meeting of the Student Parliament shall be chaired by the President until the election of a chairperson or a deputy chairperson. ⁷Notwithstanding § 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. ⁸The exclusion of the public shall be discussed and decided in closed session.
- (2) ¹The steering committee consists of six students elected by the Student Parliament; they do not have to be members of the Student Parliament, and their term of office is one year. ²The person chairing the steering committee shall be determined by the Student Parliament. ³The steering committee shall implement the decisions of the Student Parliament. ⁴Current affairs may be delegated to it for independent handling. ⁵The 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) ¹The 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. ²The President shall convene the meeting; Section 40 sentence 7 shall apply *mutatis mutandis*. ³The 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. ⁴Within two weeks of removal from office of one of the persons named in sentence 1, the election of a successor shall be held.
- (4) ¹An 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. ²The overview of anticipated expenditures (Art. 27 para 4 sentence 3 BayHIG) shall be adopted by the Student Parliament.
- (5) ¹The 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. ²The number of members shall be seven. ³In 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. ⁴The student council 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 shall be those students in the required number who would be entitled to additional seats in the election to the faculty councils. ⁵The 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*. ⁶If 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) ¹The 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. ²The question put to the ballot must contain a question to be decided with a yes or no vote and a statement of reasons. ³The University Governing Board shall decide on admissibility. ⁴All students are entitled to vote. ⁵The 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. ⁶The 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. ⁷The detailed procedure for the ballot shall be governed by the regulations.

- (7) ¹The Student Parliament may convene a meeting of all students once per semester. ²During the meeting, no teaching shall take place. ³The 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) ¹The Student Parliament elects the student representatives to the State Student Council in accordance with Art. 28 para 1 sentence 3 BayHIG; para 2 sentence 1 half-sentence 2 applies *mutatis mutandis*. ²Further details are regulated in the rules of procedure of the student parliament.

§ 29

Representative for Equality of Women in Science and Art

- (1) ¹The 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. ²Re-election is admissible. ³If 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. ⁴The 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. ⁵The Women's Representative of the University shall have up to three deputies.
- (2) ¹The 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. ²The Women's Representative of the Faculty shall have up to two deputies. ³Paragraph 1 sentences 2 and 3 apply *mutatis mutandis*.
- (3) ¹The university shall provide the women's representatives with adequate resources for the effective performance of their duties. ²Women's representatives shall be relieved of other official duties for the duration of their activity, taking into account the scope of their work.
- (4) ¹A Committee for the Advancement of Women shall be formed, to which the Women's Representatives of the university and the faculties, their deputies, and one student from each faculty shall belong. ²Students are nominated at the beginning of the academic year by the relevant student representatives in agreement with the student parliament. ³The Committee for the Advancement of Women is chaired by the Women's Representative of the university. ⁴The 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. ⁴The responsibilities of the Women's Representatives pursuant to Art. 22 para 3 sentence 1 BayHIG shall remain unaffected.

§ 30

Representative for the interests of students with disabilities or chronic illnesses

- (1) ¹The University Governing Board appoints a representative for the interests of students with disabilities or chronic illnesses from among the full-time employees of the University of Bayreuth in consultation with the Student Parliament. ²§ 29 para 1 sentence 1 and sentence 2 apply *mutatis mutandis*.
- (2) ¹The 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. ²He 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.³She or he shall also cooperate with the steering committee.
⁴In 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) ¹The 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. ²The members are appointed by the University Governing Board for a period of five years. ³Re-appointment is permissible.
- (3) ¹The Board of Trustees shall elect a chairperson and deputy chairperson from among its members. ²The chair shall convene at least one meeting of the Board of Trustees in each calendar year. ³The 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) ¹Election proposals may be made by any members of the election committee up to the beginning of the round of elections. ²Nominations may only be put to the vote if the proposed candidates have given their consent to run for election.
- (2) ¹Each election body shall appoint its own election officer. ²Before the election begins, the election officer shall establish the quorum of the election body.
- (3) ¹The election body shall constitute a quorum if all members have been duly invited and the majority of the members are present. ²The 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) ¹The election officer shall determine the outcome of the election and announce it. ²A written record of the election shall be made and signed by the election officer.
- (2) ¹If 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. ² 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. ³In the second round, the person who receives the majority of the valid votes cast is elected. ⁴In the event of a tie, a third vote shall be held; if this again results in a tie, para 4 shall apply. ⁵If 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) ¹If several candidates are to be elected, the candidates with the most votes are elected. ²In the event of a tie, an additional round of voting shall be held with regard to the candidates concerned. ³If 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) ¹The 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. ²If no declaration is received within this period, the election shall be deemed to have been accepted. ³If 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) ¹The members of all presidential advisory committees are appointed by the University Governing Board. ²The term of office begins on 1 October. ³If a member of a presidential advisory committee resigns before the end of their term of office, a new member shall be appointed for the remaining term of office.
- (2) ¹Membership 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. ²Sentence 1 does not apply to students. ³If member groups are only represented by one person in the presidential advisory committees, the University Governing Board may appoint a substitute representative.
- (3) ¹The 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. ²At 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. ³Substitute representatives may be appointed for the students in the presidential advisory committees.
- (4) ¹The relevant student council has the right to nominate student representatives to boards and committees at the faculty level. ²If 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. ²Sentence 1 shall apply *mutatis mutandis* to permanent guests and other persons entitled to attend.

§ 40

Meetings and invitations to meetings

¹The collegial bodies and the other bodies shall meet in sessions. ²They shall be convened at least once a semester during the lecture period. ³They shall be convened by the respective chairperson, who shall inform them of the agenda prepared by him or her. ⁴The chairperson shall chair the meeting. ⁵The collegial bodies and the other bodies shall be required to meet at the request of the University Governing Board, if necessary at short notice. ⁶They will also meet during the semester break if necessary. ⁷The 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. ⁸Summons to meetings shall be made in writing or by e-mail and generally at least one week before the meeting. ⁹In 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. ¹⁰In 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) ¹The members are obligated to attend the meetings and participate in voting. ²If 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) ¹When 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. ²The session chairperson shall take immediate action in this case.

§ 42

Decision-making

- (1) ¹The collegial bodies and the other bodies shall decide by a majority of the votes cast; abstentions shall be regarded as votes not cast. ²If 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) ¹A decision may also be made outside a meeting of a body by way of circular. ²This is carried out electronically. ³In the circular procedure, a decision is only made if
- a) at least two thirds of the members entitled to vote have agreed to a decision by circular procedure and
 - b) the decision is made by a majority of the votes of all members entitled to vote.
- ⁴Otherwise, the decision can only be made at a meeting of a committee.
- (6) ¹When meetings are held using digital media, the vote must be conducted in such a way that the result of the vote can be established beyond doubt and multiple votes are excluded; it must be possible for all members to register their voting behaviour. ²In 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. ³Secret votes in meetings using digital media can only take place using a separate technical system for anonymized voting, which the University Governing Board determines by a decision.

§ 43

Consulting guests and members of the public

- (1) ¹The collegial bodies and other bodies generally meet in private. ²They 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.

*) The set of amendments dated 25 October 2024 contains the following provisions with regard to the effective date:

The regulations go into effect on 26 October 2024.

§ 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.