



**The Board of the University of Groningen,  
having regard to Article 9.4 of the Higher Education and Research Act,  
has decided to adopt the following:**

## **UNIVERSITY OF GRONINGEN ADMINISTRATIVE REGULATIONS**

### **Chapter 1: General provisions**

#### **Article 1.1. Definitions**

The following definitions apply to these Regulations:

- a. Act, WHW: the Higher Education and Research Act (*Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek*)
- b. University: the University of Groningen
- c. Board of the University: the Board of the University of Groningen
- d. Supervisory Board: the Supervisory Board of the University of Groningen
- e. University Council: the Council of the University of Groningen
- f. Rector Magnificus: the member of the Board of the University appointed by the Supervisory Board pursuant to Article 2.2.1. of these Regulations
- g. Committee of Deans: the Committee, as referred to in Article 9.10 of the Act, responsible for doctoral degrees
- h. CAO, CAO-NU: the Collective Labour Agreement for Dutch Universities
- i. Management: all activities related to ensuring the lawful and effective recruitment, availability and deployment of the staff and material resources of the University
- j. Faculty service unit: unit providing services to one or more Faculty Boards
- k. UMCG: University Medical Center Groningen, a collaboration between the University of Groningen and the Academic Hospital in Groningen
- l. University service unit: service unit set up to serve the entire University
- m. Office service unit: a service unit or department that is not an administrative unit, which forms part of the Office of the University
- n. Mandate: a decision by the Board of the University to assign the exercising of certain powers to a Faculty Board or head of a service unit as referred to in Article 3.7.1 of these Regulations
- o. Proxy: a Faculty Board or head of a service unit to whom a mandate has been granted.

#### **Article 1.2.**

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

## **Chapter 2: The management and design of the University**

### **Title 2.1 The Board of the University and the Supervisory Board**

#### **Article 2.1.1.**

1. The Board of the University is responsible for the management and governance of the entire University, notwithstanding the statutory powers of the Supervisory Board.
2. The members of the Board of the University are appointed, suspended and dismissed by the Supervisory Board.
3. The members of the Board of the University are appointed on the basis of profiles that have been made public in advance. Before appointing or dismissing a member of the Board of the University, the Supervisory Board hears the University Council confidentially regarding the proposed decision to appoint or dismiss the member.
4. The Supervisory Board will establish a selection committee as referred to in Article 9.3.3 of the Act to facilitate the appointment of members of the Board of the University.
5. One of the members of the Board of the University is appointed President of the Board of the University by the Supervisory Board.
6. Notwithstanding the division of responsibilities between the Board of the University, the University Council and the Supervisory Board, as regulated by the Act, these bodies may reach agreements with each other regarding the way in which they exercise these responsibilities.
7. The University has a University Council as referred to in Section 1 of Title 2 of Chapter 9 of the Act.
8. The University has a Supervisory Board as referred to in Section 1 of Title 1 of Chapter 9 of the Act.

#### **Article 2.1.2.**

1. Notwithstanding the responsibility of the Board of the University as a whole for the way in which it performs its duties, the Board of the University may decide to divide its activities into areas of interest.
2. This division into areas of interest and their distribution among the members of the Board of the University is communicated to interested parties, and in any event to the Supervisory Board, the University Council, the Committee of Deans, the Faculty Boards and the University service units.

#### **Article 2.1.3.**

The documents required for the Board of the University meetings are not public, unless the Board of the University expressly decides otherwise. Such a decision must be taken in accordance with Chapter 4 of these Regulations.

#### **Article 2.1.4.**

When the Board of the University adopts Rules of Procedure, it informs the Supervisory Board and the University Council.

#### **Article 2.1.5.**

When exercising its powers, the Board of the University will, if possible, ensure:

- a. that the Faculty Boards are given the opportunity to issue advice on matters that are of general interest to the teaching provided by and research carried out at the University
- b. that the relevant Faculty Board(s) is/are given the opportunity to issue advice on matters that are of particular importance for the teaching provided by and research carried out at the Faculty or Faculties in question
- c. that the Faculty Boards are given the opportunity to make proposals regarding the management of the University.

**Article 2.1.6.**

The Board of the University will consult the Faculty Boards regarding the preparation of the institutional plan and the budget, as referred to in Article 2.2. and Article 2.8 of the Act, respectively.

**Article 2.1.7.**

Notwithstanding the provisions of Article 3.1.5 of these Regulations, the Board of the University will lay down rules on the organization of and access to files containing the personal data of staff members and students in regulations for the protection of personal data. These rules ensure that personal interests are not adversely affected and include a procedure for the correction of personal data.

**Article 2.1.8.**

1. If the President of the Board of the University is of the opinion that a decision of the Board of the University is contrary to the law or to the general interest, he must inform the Board of the University in writing as soon as possible of his opinion, with a request to revoke the decision in question.
2. The Board of the University will take a decision on the request contained in the memorandum submitted by the President of the Board of the University, as referred to in Article 2.1.8.1, as soon as possible, but no later than four weeks after receipt of the memorandum.
3. From the moment that the President communicates the request as referred to in Article 2.1.8.1, until the moment that the final decision as referred to in Article 2.1.8.2 is taken, the decision in question will not be implemented.

**Article 2.1.9.**

Notwithstanding the powers conferred on the Supervisory Board in Article 9.8.1 of the Act, members of the Board may individually provide advice to the Board of the University.

**Article 2.1.10.**

Notwithstanding the tasks assigned to it by the Act, the Supervisory Board may grant or withhold the approval referred to in Article 9.8 of the Act as regards the administrative regulations, the institutional plan, the budget and the report in their entirety or with regard to one or more parts.

**Article 2.1.11.**

The Supervisory Board meets the University Council at least twice a year.

**Article 2.1.12.**

The Supervisory Board may lay down its working methods in separate regulations.

## **Title 2.2 Nomination and appointment of the Rector Magnificus**

### **Article 2.2.1.**

1. The Supervisory Board appoints a selection committee to advise the Supervisory Board on the appointment of the Rector Magnificus. The Rector Magnificus must be a professor.
2. In addition to the members referred to in Article 9.3.3 of the WHW, the selection committee must in any case include a member appointed on the recommendation of the Board of the University and a member appointed from the Committee of Deans. The Supervisory Board may also appoint other members.
3. The provisions of the second sentence of Article 9.3.1 apply mutatis mutandis to the composition of the selection committee.

## **Title 2.3 The faculties and degree programmes**

### **Article 2.3.1. Faculties**

The University has the following faculties:

- a. Faculty of Theology and Religious Studies
- b. Faculty of Law
- c. Faculty of Medical Sciences (UMCG)
- d. Faculty of Science and Engineering
- e. Faculty of Arts
- f. Faculty of Economics and Business
- g. Faculty of Behavioural and Social Sciences
- h. Faculty of Philosophy
- i. Faculty of Spatial Sciences
- j. University College Groningen
- k. University of Groningen/Campus Fryslân

### **Article 2.3.2. Bachelor's degree programmes**

The following Bachelor's degree programmes are taught within the University:

- a. Faculty of Theology and Religious Studies:
  1. Religious Studies (CROHO: 50902)
  2. Theology (CROHO: 56109)
- b. Faculty of Law:
  1. International and European Law (CROHO: 56829)
  2. Law (CROHO: 50700)

#### Faculty of Medical Sciences (UMCG):

1. Human Movement Sciences (CROHO: 56950)
2. Medicine (CROHO: 56551)
3. Dentistry (CROHO: 56560)

#### Faculty of Science and Engineering:

1. Biology (CROHO: 56860)
2. Biomedical Engineering (CROHO: 56226)
3. Pharmacy (CROHO: 56157)
4. Computing Science (CROHO: 56978)
5. Artificial Intelligence (CROHO: 56981)

6. Life Science and Technology (CROHO: 56286)
7. Physics (CROHO: 50206)
8. Chemistry (CROHO: 56857)
9. Chemical Engineering (CROHO: 56960)
10. Astronomy (CROHO: 50205)
11. Industrial Engineering & Management (CROHO: 56994)
12. Applied Physics (CROHO: 56962)
13. Applied Mathematics (CROHO: 56965)
14. Mathematics (CROHO: 56980)
- e. Faculty of Arts:
  1. American Studies (CROHO: 50623)
  2. Archaeology (CROHO: 56703)
  3. Communication and Information Studies (CROHO: 56826)
  4. English Language and Culture (CROHO:50290);
  5. European Languages and Cultures (CROHO: 56124)
  6. History (CROHO: 56034)
  7. Classics (CROHO: 56003)
  8. Information Science (CROHO: 56842)
  9. International Relations and International Organization (CROHO: 50627)
  10. Arts, Culture & Media (CROHO: 50629)
  11. Art History (CROHO: 56824)
  12. Media Studies (CROHO: 50906)
  13. Middle Eastern Studies (CROHO: 56098)
  14. Minorities & Multilingualism (CROHO: 56012)
  15. Dutch Language and Culture (CROHO: 56804)
  16. Linguistics (CROHO: 56803)
- f. Faculty of Economics and Business:
  1. Business Administration (CROHO: 50645)
  2. Econometrics and Operations Research (CROHO: 56833)
  3. Economics and Business Economics (CROHO: 50950)
  4. International Business (CROHO: 50019)
- g. Faculty of Behavioural and Social Sciences:
  1. Pedagogical Sciences (CROHO: 56607)
  2. Psychology (CROHO: 56604)
  3. Sociology (CROHO: 56601)
- h. Faculty of Philosophy:
  1. Philosophy of a Specific Discipline (CROHO: 57084)
  2. Philosophy (CROHO: 56081)
- i. Faculty of Spatial Sciences:
  1. Human Geography and Urban and Regional Planning (CROHO: 56838)
  2. Spatial Planning and Design (CROHO: 56194)
- j. Faculty University College Groningen:
  1. Liberal Arts and Sciences (CROHO: 50393)
- k. University of Groningen/Campus Fryslân:
  1. Global Responsibility and Leadership (CROHO: 59327).

### **Article 2.3.3. Master's degree programmes**

The following Master's degree programmes are taught within the University:

- a. Faculty of Theology and Religious Studies:
  1. Theology & Religious Studies (60 ECTS), (CROHO: 60824)
  2. Theology & Religious Studies (research), (120 ECTS),

(CROHO: 60827)

b. Faculty of Law:

1. Advanced Master in Energy Law (joint degree), postgraduate, (CROHO: 75118)
2. Energy and Climate Law (CROHO: 66829)
3. European Economic Law (CROHO: 60602)
4. Tax Law (CROHO: 66827)
5. Global Criminal Law (CROHO: 60669)
6. International Commercial Law (CROHO: 60603)
7. Law and IT (CROHO: 60620)
8. Master's degree programme in Legal Research (research) (CROHO: 60606)
9. Dutch Law (CROHO: 66451)
10. Notarial Law (CROHO: 66828)
11. Public International Law (CROHO: 60605)
12. Law and Public Administration (CROHO: 66461)

c. Faculty of Medical Sciences (UMCG):

1. Clinical and Psychosocial Epidemiology (research) (CROHO: 60399)
2. Medicine (CROHO: 66551)
3. Human Movement Sciences (CROHO: 60684)
4. Medical and Pharmaceutical Drug Innovation (CROHO: 60617)
5. Sport Sciences (CROHO: 60682)
6. Dentistry (CROHO: 66588)

Faculty of Science and Engineering:

1. Applied Mathematics (CROHO: 60348)
2. Applied Physics (CROHO: 60436)
3. Artificial Intelligence (CROHO: 66981)
4. Astronomy (CROHO: 60200)
5. Behavioural and Cognitive Neurosciences (research) (CROHO: 60615)
6. Biology (CROHO: 66860)
7. Biomedical Engineering (CROHO: 66226)
8. Biomedical Sciences (CROHO: 66990)
9. Biomolecular Sciences (CROHO: 60616)
10. Chemical Engineering (CROHO: 60437)
11. Chemistry (CROHO: 66857)
12. Computing Science (CROHO: 60364)
13. Ecology and Evolution (CROHO: 60365)
14. Science Education and Communication (CROHO: 60708)
15. Energy and Environmental Sciences (CROHO: 60608)
16. Pharmacy (CROHO: 66157)
17. Human-Machine Communication (CROHO: 60653)
18. Industrial Engineering and Management (CROHO: 60029)
19. Teacher Training for Upper Secondary Education in Science (CROHO: 68533)
20. Marine Biology (CROHO: 60609)
21. Mathematics (CROHO: 66980)
22. Mechanical Engineering (CROHO: 60439)
23. Medical Pharmaceutical Sciences (CROHO: 60611)
24. Nanoscience (CROHO: 60618)
25. Physics (CROHO: 60202)
26. Water Technology (joint degree) (CROHO: 65005)

e. Faculty of Arts:

1. Archaeology (60 ECTS), (CROHO: 60805)
2. Archaeology (research), (120 ECTS), (CROHO: 60133)
3. Communication and Information Studies (CROHO: 66826)
4. European Studies (CROHO: 60847)
5. History (60 ECTS), (CROHO: 66034)
6. History (research), (120 ECTS), (CROHO: 60139)
7. International Relations (60 ECTS), (CROHO: 60734)
8. International Relations (90 ECTS), (CROHO: 60819)
9. International Relations (research), (120 ECTS), (CROHO: 60820)
10. Arts & Culture (60 ECTS), (CROHO: 60087)
11. Arts & Culture (research), (120 ECTS), (CROHO: 60829)
12. Literary Studies (60 ECTS), (CROHO: 60813)
13. Media Studies (CROHO: 60831)
14. Middle Eastern Studies (CROHO: 60842)
15. Dutch Studies (CROHO: 60849)
16. North-American Studies (CROHO: 60845)
17. Classics & Ancient Civilizations (60 ECTS), (CROHO: 60821)
18. Linguistics (60 ECTS), (CROHO: 60815)
19. Linguistics (research), (120 ECTS), (CROHO: 60817)

f. Faculty of Economics and Business:

1. Accountancy and Controlling (CROHO: 60643)
2. Business Administration (CROHO: 60644)
3. Econometrics, Operations Research and Actuarial Studies (CROHO: 60646)
4. Economic Development and Globalization (CROHO: 60963)
5. Economics (CROHO: 66401)
6. Executive Master Mergers & Acquisitions and Valuation (CROHO: 75142)
7. Executive Master of Accountancy, postgraduate, (CROHO: 75061)
8. Executive Master of Finance and Control, postgraduate, (CROHO: 75019)
9. Executive MBA (CROHO: 75045)
10. Finance (CROHO: 60046)
11. Human Resource Management (CROHO: 60645)
12. International Business and Management (CROHO: 60649)
13. International Financial Management (CROHO: 60683)
14. Marketing (CROHO: 60048)
15. Research Master in Economics and Business (research) (CROHO: 60315)
16. Supply Chain Management (CROHO: 60093)
17. Technology and Operations Management (CROHO: 66277)

g. Faculty of Behavioural and Social Sciences:

1. Behavioural and Social Sciences (research) (CROHO: 60654)
2. Social Sciences and Humanities Education (CROHO: 68532)
3. Language and Culture Education (CROHO: 68536)
4. Teacher Training for Upper Secondary Education in Social Sciences and Humanities (CROHO: 68535)
5. Teacher Training for Upper Secondary Education in Languages and Cultures (CROHO: 68534)
6. Pedagogical Sciences (CROHO: 66607)
7. Psychology (CROHO: 60260)
8. Sociology (CROHO: 66601)

h. Faculty of Philosophy:

1. Philosophy (60 ECTS), (CROHO: 60822)
  2. Philosophy (120 ECTS), (CROHO: 60823)
  3. Philosophy (research), (120 ECTS), (CROHO: 60128)
  4. Philosophy, Politics and Economics (CROHO: 69321)
- i. Faculty of Spatial Sciences:
1. Cultural Geography (CROHO: 60656)
  2. Economic Geography (CROHO: 60657)
  3. Environmental and Infrastructure Planning (CROHO: 66194)
  6. Population Studies (CROHO: 60658)
  7. Real Estate Studies (CROHO: 60659)
  8. Socio-Spatial Planning (CROHO: 66653)
  9. Spatial Sciences (research) (CROHO: 60660)
- k. University of Groningen/Campus Fryslân:
1. Sustainable Entrepreneurship (CROHO: 67085).

#### **Article 2.3.4. Bachelor's degree programmes that are being phased out**

The following Bachelor's degree programmes at the University are currently being phased out and will be definitively discontinued on the following dates:

- None

#### **Article 2.3.5. Master's degree programmes that are being phased out**

The following Master's degree programmes at the University are currently being phased out and will be definitively discontinued on the following dates:

a. Faculty of Science and Engineering:

1. Mathematics and Science Education and Communication (CROHO: 60614)  
<sup>1</sup>, 31-07-2021
2. Teacher Training for Upper Secondary Education in Biology (CROHO: 68502), 31-07-2021
3. Teacher Training for Upper Secondary Education in Physics (CROHO: 68511), 31-07-2021
4. Teacher Training for Upper Secondary Education in Chemistry (CROHO: 68513), 31-07-2021
5. Teacher Training for Upper Secondary Education in Mathematics (CROHO: 68516), 31-07-2021.

b. Faculty of Arts:

1. Teacher Training for Upper Secondary Education in German (CROHO: 68503), 31-07-2021
2. Teacher Training for Upper Secondary Education in English (CROHO: 68504), 31-07-2021
3. Teacher Training for Upper Secondary Education in French (CROHO: 68517), 31-07-2021
4. Teacher Training for Upper Secondary Education in Frisian (CROHO: 68527), 31-07-2021
5. Teacher Training for Upper Secondary Education in History and Politics (CROHO: 68506), 31-07-2021

---

<sup>1</sup> Including grade one-teaching certificate specialization (120 ECTS).



6. Teacher Training for Upper Secondary Education in Classics (CROHO: 68519), 31-07-2021
  7. Teacher Training for Upper Secondary Education in Dutch (CROHO: 68512), 31-07-2021
  8. Literary Studies (research), (120 ECTS), (CROHO: 60814), 01-09-2022
  9. Master's degree programme in German Teaching (CROHO: 60631), 31-07-2021
  10. Master's degree programme in English Teaching (CROHO: 60632), 31-07-2021
  11. Master's degree programme in French Teaching (CROHO: 60633), 31-07-2021
  12. Master's degree programme in Frisian Teaching (CROHO: 60634), 31-07-2021
  13. Master's degree programme in History Teaching (CROHO: 60635), 31-07-2021
  14. Master's degree programme in Classics Teaching (CROHO: 60636), 31-07-2021
  15. Master's degree programme in Dutch Teaching (CROHO: 60637), 31-07-2021
  16. Master's degree programme in Spanish Teaching (CROHO: 60320), 31-07-2021
  17. Classics & Ancient Civilizations (research), (120 ECTS), (CROHO: 60039), 01-09-2022.
- c. Faculty of Economics and Business:
1. Teacher Training for Upper Secondary Education in General Economics (CROHO: 68501), 31-07-2021
  2. Teacher Training for Upper Secondary Education in Management and Organization (CROHO: 68518), 31-07-2021
- d. Faculty of Behavioural and Social Sciences:
1. Teacher Training for Upper Secondary Education in Social Studies (CROHO: 68509), 31-07-2021
  2. Master's degree programme in Social Studies Teaching (CROHO: 60243), 31-07-2021.
- e. Faculty of Philosophy:
1. Master's degree programme in Philosophy Teaching (CROHO: 60238), 31-07-2021.
- f. Faculty of Spatial Sciences:
1. Teacher Training for Upper Secondary Education in Geography (CROHO: 68500), 31-07-2021
  2. Master's degree programme in Geography Teaching (CROHO: 60204), 31-07-2021.

**Article 2.3.6. Registrations for degree programmes in the process of being phased out**

No new registrations will be processed for the Bachelor's and Master's degree programmes that are in the process of being phased out, as referred to in Articles 2.3.4 and 2.3.5, respectively. Students who are already registered in one of the degree programmes listed in these articles have until the end date stated after the name of the degree programme to complete it, provided that their registration for this programme is not interrupted.

### **Article 2.3.7. Honours College**

1. The University offers a special programme designed to enable students to achieve a higher level of knowledge, in accordance with Article 7.9b of the Act. This programme is called the Honours College.
2. The selection of students for the Honours College is based on study results, talent and motivation.
3. The Bachelor's Honours programme is an intensive programme worth 45 ECTS credit points, which students follow alongside their regular Bachelor's degree programme, and focuses on deepening and broadening knowledge.
4. The Master's Honours programme is an intensive programme worth 15 ECTS credit points, which students follow alongside their regular Master's degree programme, and focuses on developing leadership skills.
5. In both Honours programmes the emphasis is on an interdisciplinary approach to academic and social issues.

## **Title 2.4 The Faculty Boards**

### **Article 2.4.1.**

1. The Faculty Board comprises the Dean and one or more members.
2. Contrary to Article 2.4.1.1, the Faculty of Medical Sciences has a two-member Board, consisting of the Dean and the Vice Dean.
3. The Dean is Chair of the Faculty Board.
4. As soon as possible after it has been appointed, the Faculty Board invites the student members of the Faculty Council to select a student to attend the meetings of the Faculty Board to advise the Board.  
The student referred to in the previous sentence may not be a member of the student section of the Faculty Council.
5. The powers of the Faculty Board are, in addition to the powers conferred on it by the Act, the powers mandated to it by the Board of the University.
6. If the Chair of the Faculty Board is of the opinion that a decision of the Faculty Board is contrary to the law or to the general interest, they must inform the Board in writing as soon as possible of their opinion, with a request to revoke the decision in question. They must immediately inform the Board of the University about this.
7. The Board will take a decision on the request contained in the memorandum submitted by the Chair of the Board, as referred to in Article 2.4.1.6, as soon as possible, but no later than four weeks after receipt of the memorandum.
8. From the moment that the Chair communicates the request, as referred to in Article 2.4.1.6, until the moment that the final decision, as referred to in Article 2.4.1.7, is taken, the decision in question will not be implemented.
9. As far as possible, the provisions of Title 2.4 apply mutatis mutandis to the University College Groningen.

### **Article 2.4.2.**

In addition to all stipulations that must always be included in order to comply with statutory requirements, the Faculty Regulations must contain provisions relating to:

- a. the regular assessment of the Teaching and Examination Regulations of the Faculty's degree programmes

- b. the issuing of study advice, as referred to in Article 7.8b of the Act, on behalf of the Board of the University
- c. the committees within the Faculty
- d. the Rules of Procedure of the Faculty Council.

#### **Article 2.4.3.**

Notwithstanding the provisions of Articles 2.1.5 and 2.1.6, the Faculty Board will comply with the guidelines laid down by the Board of the University with regard to the way in which the Faculty Board participates in the management of the University.

#### **Article 2.4.4.**

1. The Faculty Board will inform the Board of the University of all matters relating to collaboration with another Faculty, or with other Faculties, that is appropriate for the performance of the Faculty's duties.
2. The collaboration referred to in Article 2.4.4.1 may concern matters such as:
  - a. the provision of teaching within a Faculty as part of the curriculum of a degree programme offered by another Faculty
  - b. the joint provision, in whole or in part, of a curriculum or research programme by two or more Faculties
3. The agreements made within the framework of interfaculty collaboration will be laid down in writing in Joint Regulations, which require the approval of the Board of the University.
4. Where the Joint Regulations referred to in Article 2.4.4.3 concern the joint provision of a curriculum, the Joint Regulations must in any case contain provisions relating to:
  - a. the appointment of the Faculty Board which adopts the relevant Teaching and Examination Regulations
  - b. the manner in which the Programme Director is appointed.
5. The Joint Regulations referred to in Article 2.4.4.3 must also specify the procedures for the appointment and composition of the Programme Committee.

#### **Article 2.4.5.**

1. After consulting the sister faculties concerned, the Faculty Board issues advice to the Board of the University regarding the appointment of professors at the Faculty, with due observance of the other paragraphs of this article. The Faculty Board also submits the proposal of the committee, as referred to in Article 2.4.5.2, along with its advice.
2. The Faculty Board appoints a committee to prepare the advice referred to in Article 2.4.5.1. The majority of committee members must be professors and there must be at least one student member. The Board may appoint to the committee experts in the relevant academic field who are not professors or students. The Board appoints the members of the committee, stating the reasons for its decision.
3. The Programme Director, who, on behalf of the Faculty Board, is in charge of the regulations for and implementation of the degree programme(s) to which the professor to be appointed will make a contribution, also has a seat on the committee referred to in Article 2.4.5.2. If the professor to be appointed performs some or all of their duties within a research school/institute, the relevant director of the school/institute must also be a member of the committee referred to in Article 2.4.5.2.

4. The provisions of Article 2.4.5.1 concerning consultations with sister faculties do not apply in the case of the appointment of a professor as referred to in the 'University of Groningen Associate Professor Regulations', unless the appointment is made following an external recruitment process.

#### **Article 2.4.6.**

When exercising its powers, the Faculty Board will consult the Board(s) of the relevant other Faculty or Faculties on matters that are also important for the teaching provided by, and the research carried out at, another Faculty or other Faculties, and will inform the Board of the University accordingly.

### **Title 2.5 The University Medical Center Groningen**

#### **Article 2.5.1. Joint Policy Body**

1. The University Medical Center Groningen (abbreviated: UMCG) was established on the basis of the Joint Regulations between the University of Groningen and the Academic Hospital Groningen for the provision of academic medical teaching, academic medical research, specialist medical training and patient care.
2. To promote effective collaboration in the field of academic medical teaching, academic medical research, specialist medical training and patient care, the Joint Policy Body was established as referred to in Article 12.19 of the Act.
3. The Joint Policy Body comprises the Chair of the Board of Management of the Academic Hospital Groningen, the President of the Board of the University and the Dean of the Faculty of Medical Sciences.
4. The tasks and powers of the Joint Policy Body are laid down in the Joint Regulations.

#### **Article 2.5.2. The Board of Management**

1. The Board of the UMCG comprises the Dean of the Faculty of Medical Sciences and the Board of Management of the Academic Hospital Groningen, hereinafter referred to as the Board of Management.
2. With regard to the UMCG, the Board of Management exercises, collectively or in agreement, the powers conferred on the bodies referred to in Article 2.5.2.1, by or pursuant to the Act. In addition, the Board of Management exercises the tasks and powers delegated by the Board of the University, including the management powers, as referred to in Titles 3.3 and 3.4 of these Regulations, mandated by the Board of the University to the Dean.
3. The agreement establishing the Joint Policy Body of the UMCG, as referred to in Article 12.22 of the Act, contains further provisions concerning the tasks and powers of the Board of Management.

#### **Article 2.5.3. Central consultative participation bodies**

1. The consultative participation of staff members and students is organized into two consultative participation bodies: the Works Council and the O&O Council.
2. The Works Council comprises a delegation of staff members working at the UMCG.
3. Half of the members of the O&O Council are UMCG staff members with teaching and/or research duties, elected from the Works Council and the Sub-Committees and appointed by the Works Council; the other half of the

members are students, elected by and from students of the Faculty of Medical Sciences.

4. The tasks and powers of the Works Council are laid down in the Works Council Regulations.
5. The tasks and powers of the O&O Council are laid down in the O&O Council Regulations.

## **Title 2.6 The Committee of Deans**

### **Article 2.6.1.**

1. The Committee of Deans, as referred to in Article 1.1 of these Regulations, comprises the Chairs of the Faculty Boards and the Rector Magnificus, who acts as Chair.
2. The Committee of Deans issues advice, on request or on its own initiative, on the teaching provided by and the research carried out at the University to the Board of the University as well as to the Faculty Boards.
3. The Committee of Deans is responsible for awarding doctoral degrees with due observance of the relevant provisions of Articles 7.18 and 7.19 of the Act and the PhD Regulations.
4. The awarding of an honorary doctorate, as referred to in Article 7.19.2 of the Act, takes place on the recommendation of a Faculty Board and after hearing the Board of the University.
5. The working methods of the Committee of Deans with regard to doctoral degrees are laid down in the PhD Regulations.
6. The PhD Regulations are adopted by the Committee of Deans and must be approved by the Board of the University.

## **Title 2.7 Interfaculty research institutes and research schools**

### **Article 2.7.1.**

1. The *Noordelijk Centrum voor Gezondheidsvraagstukken* has been established between the Faculty of Medical Sciences, the Faculty of Economics and Business and the Faculty of Behavioural and Social Sciences to conduct academic research in the field of health issues.
2. The relevant bodies of the Faculty of Medical Sciences exercise the powers with regard to the *Noordelijk Centrum voor Gezondheidsvraagstukken* conferred on those bodies by or pursuant to the Act, on the understanding that this will be done in agreement with the corresponding bodies of the other Faculties referred to in Article 2.7.1.1.

### **Article 2.7.2.**

1. The Groningen Centre for Behavioural and Cognitive Neurosciences (BCN) has been established between the Faculty of Science and Engineering, the Faculty of Medical Sciences, the Faculty of Arts and the Faculty of Philosophy to conduct academic research in the field of behavioural and cognitive neuroscience.
2. The relevant bodies of the Faculty of Medical Sciences exercise the powers with regard to the BCN conferred on those bodies by or pursuant to the Act, on the understanding that this will be done in agreement with the corresponding bodies of the other Faculties referred to in Article 2.7.2.1.

**Article 2.7.3.**

1. The Groningen University Institute for Drugs Exploration (GUIDE) has been established between the Faculty of Medical Sciences and the Faculty of Science and Engineering to conduct academic research in the field of medicine.
2. The relevant bodies of the Faculty of Medical Sciences exercise the powers with regard to GUIDE conferred on those bodies by or pursuant to the Act, on the understanding that this will be done in agreement with the corresponding bodies of the Faculty of Science and Engineering.

**Article 2.7.4.**

1. The Centre for Classical, Oriental, Medieval and Renaissance Studies (COMERS) has been established between the Faculty of Arts and the Faculty of Philosophy to conduct academic research in the field of classical, oriental, medieval and renaissance studies.
2. The relevant bodies of the Faculty of Arts exercise the powers with regard to COMERS conferred on those bodies by or pursuant to the Act, on the understanding that this will be done in agreement with the corresponding bodies of the Faculty of Philosophy.

**Article 2.7.5.**

1. The Rudolf Agricola Institute has been established between the Faculty of Arts, the Faculty of Theology and Religious Studies and the Faculty of Philosophy to conduct academic research in the field of the humanities.
2. The relevant bodies of the Faculty of Arts exercise the powers with regard to the Rudolf Agricola Institute conferred on those bodies by or pursuant to the Act, on the understanding that this will be done in agreement with the corresponding bodies of the Faculty of Theology and Religious Studies and the Faculty of Philosophy.

**Article 2.7.6.**

1. The Centre for Development Studies (CDS) has been established between the Faculty of Spatial Sciences and the other faculties to conduct multidisciplinary academic research in the field of development issues.
2. The relevant bodies of the Faculty of Spatial Sciences exercise the powers with regard to the CDS conferred on those bodies by or pursuant to the Act, on the understanding that this will be done in agreement with the corresponding bodies of the Faculties referred to in Article 2.7.6.1.

**Article 2.7.7.**

1. The Energy Delta Research Centre (EDReC) has been established between the Faculty of Economics and Business, the Faculty of Law, the Faculty of Arts and the Faculty of Science and Engineering to conduct multidisciplinary academic research in the field of energy/sustainability.
2. The relevant bodies of the Faculty of Economics and Business exercise the powers with regard to the EDReC conferred on those bodies by or pursuant to the Act, on the understanding that this will be done in agreement with the corresponding bodies of the other Faculties referred to in Article 2.7.7.1.

**Article 2.7.8.**

1. The Groningen Genomics Centre (GGC) has been established by the University and the UMCG to conduct academic research in the field of genomics.
2. The management of the GGC is entrusted to the Board of the GGC.
3. The GGC Board comprises three members: a member of the Board of the University, the Dean of the Faculty of Science and Engineering and the Dean of the Faculty of Medical Sciences (also a member of the Board of Management of the UMCG).
4. The Board of the University is responsible for the organization of the administration and management.

## **Title 2.8 Graduate Schools**

### **Article 2.8.1.**

1. A Graduate School is established in accordance with the Faculty Regulations and the Faculty's Internal Regulations. Further provisions are stipulated in the Graduate School Regulations.
2. The duties and powers of bodies of the Graduate School are exercised insofar as they are regulated by or pursuant to the Act or are mandated by the Faculty Board.

### **Article 2.8.2.**

The Graduate School of Theology and Religious Studies has been established within the Faculty of Theology and Religious Studies on the basis of Article 2.8.1 of these Regulations and in order to implement research-focused Master's degree programmes and the PhD programme.

### **Article 2.8.3.**

The Graduate School of Law has been established within the Faculty of Law on the basis of Article 2.8.1 of these Regulations and in order to implement research-focused Master's degree programmes and the PhD programme.

### **Article 2.8.4.**

The Graduate School of Medical Sciences has been established within the Faculty of Medical Sciences on the basis of Article 2.8.1 of these Regulations and in order to implement research-focused Master's degree programmes and the PhD programme.

### **Article 2.8.5.**

The Graduate School of Science and Engineering has been established within the Faculty of Science and Engineering on the basis of Article 2.8.1 of these Regulations and in order to implement research-focused Master's degree programmes and the PhD programme.

### **Article 2.8.6.**

The Graduate School for the Humanities has been established within the Faculty of Arts on the basis of Article 2.8.1 of these Regulations and in order to implement research-focused Master's degree programmes and the PhD programme.

### **Article 2.8.7.**

The Graduate School of Economics and Business has been established within the Faculty of Economics and Business on the basis of Article 2.8.1 of these Regulations and in order to implement research-focused Master's degree programmes and the PhD programme.

**Article 2.8.8.**

The Graduate School of Behavioural and Social Sciences has been established within the Faculty of Behavioural and Social Sciences on the basis of Article 2.8.1 of these Regulations and in order to implement research-focused Master's degree programmes and the PhD programme.

**Article 2.8.9.**

The Graduate School of Philosophy has been established within the Faculty of Philosophy on the basis of Article 2.8.1 of these Regulations and in order to implement research-focused Master's degree programmes and the PhD programme.

**Article 2.8.10.**

The Graduate School of Spatial Sciences has been established within the Faculty of Spatial Sciences on the basis of Article 2.8.1 of these Regulations and in order to implement research-focused Master's degree programmes and the PhD programme.

## **Chapter 3: Management**

### **Title 3.1 Management of the University**

**Article 3.1.1.**

Without prejudice to the provisions of or pursuant to the Act and Chapter 2 of these Regulations, this Chapter sets out the framework within which, and the manner in which, the Board of the University carries out its management tasks, or has them carried out on its behalf.

**Article 3.1.2.**

The management tasks of the Board of the University include in any case:

- a. the management of the staff of the University
- b. the management of the movable and immovable property of the University
- c. the management of University databases
- d. the management of the University's finances
- e. management tasks arising from the concern for health and safety and other working conditions in University buildings and premises.

**Article 3.1.3.**

1. Staff of the University refers to staff members who are employed by the University in any capacity.
2. The management of the staff of the University will in any case include the legal acts and practices prescribed by or pursuant to legislation or the guidelines of the personnel policy adopted by the Board:
  - a. the recruitment, selection, appointment, salary scaling, assessment, promotion, transfer, suspension and dismissal of staff



- b. ensuring compliance with the terms of employment and consultation with the trade unions
  - c. ensuring the lawful and efficient deployment of staff
  - d. ensuring the safety, health and welfare of staff
  - e. rendering account of the above-mentioned points.
3. The provisions of or pursuant to this Chapter apply to the staff of third parties employed by the University, if and insofar as there is agreement thereon between the Board of the University and those third parties.

**Article 3.1.4.**

1. For the purposes of the provisions of or pursuant to these Regulations, the term ‘movable and immovable property of the University’ refers to the movable and immovable property that is at the disposal of and/or is managed by the University.
2. The management of the movable and immovable property of the University includes in any case the following legal acts and practices:
  - a. the acquisition, preservation and surveillance of said properties
  - b. the furnishing and equipping of those properties for use
  - c. making the movable and immovable property available to users
  - d. the maintenance and repair of said properties
  - e. the administration of the movable and immovable property
  - f. rendering account of the lawful and efficient use of the movable and immovable property.

**Article 3.1.5.**

1. For the purposes of the provisions of or pursuant to these Regulations, the term ‘University databases’ refers to all data collections within the University that are collected and maintained for the purpose of the functioning of the University organization.
2. The management of the databases includes in any case the following legal acts and practices:
  - a. the storage and protection of the databases and the establishment of rules therefore, as well as the logical and physical safeguarding of automated data processing
  - b. determining the organization of the databases
  - c. the way in which databases or parts of databases are made available to users
  - d. monitoring the lawful use of databases
  - e. rendering account of the lawful and efficient use of the databases
  - f. regulating the public nature of the databases, including the regulation of an individual’s access to those parts of the databases containing data on that individual.
3. Databases containing personal data are subject to the University of Groningen’s Regulations concerning the Protection of Personal Data, which has been approved by the Board of the University.

**Article 3.1.6.**

1. For the purposes of the provisions of or pursuant to these Regulations, the term ‘University finances’ refers to government funding referred to in Article 2.5 of the Act and other funds that are available to the University.
2. The management of University finances includes in any case the following legal acts and practices:

- a. safeguarding finances
  - b. entering into financial obligations
  - c. making payments and authorizing payments
  - d. financial administration
  - e. monitoring the lawful and efficient use of finances
  - f. rendering account of the lawful and efficient use of finances
  - g. collecting funds.
3. The legal acts and practices performed in the context of managing University finances extend to monies that have been entrusted to the University by third parties if and to the extent that there is agreement between the Board of the University and those third parties in this respect.

**Article 3.1.7.**

For the purposes of the provisions of or pursuant to these Regulations, management tasks relating to safety refers to:

- a. ensuring the safety, health and well-being of persons who are regularly present in the buildings or on the grounds of the University
- b. ensuring the safety, health and well-being of persons who, with the approval of the Board of the University, perform tasks in the buildings or on the grounds of the University
- c. the security of the movable and immovable property of the University.

**Title 3.2 Management organization**

**Article 3.2.1.**

1. The service units referred to in Articles 3.6.1 and 3.7.1 assist in the performance of the University's management tasks.
2. In addition to the service units referred to in Article 3.2.1.1, the Board of the University may decide to set up other service units, each for a maximum period of two years. Such a decision will be taken by the Board of the University after consultation with the Faculty Board or the head of the service unit as referred to in Article 3.7.1 of these Regulations, insofar as they are directly involved.

**Article 3.2.2.**

The scope and organization of the service units referred to in Articles 3.6.1 and 3.7.1 of these Regulations, and insofar as they relate to management activities, are determined by the Board of the University after consultation with the proxy.

**Title 3.3 Mandate regulations**

**Article 3.3.1.**

1. The Board of the University may delegate a specified part of its powers to a Faculty Board and to the heads of service units referred to in Article 3.7.1 of these Regulations. Such a mandate will be granted in writing.
2. Within the scope of the mandate, only the proxy is authorized to conduct business and to sign documents independently on behalf of and under the responsibility of the Board of the University, with due observance of these Regulations and the relevant rules, guidelines and instructions of the Board of the University.

3. In special cases, the Board of the University may delegate a specified part of its powers to a staff member in a personal capacity.
4. A mandate will not be exercised if:
  - a. it concerns a new matter of principle, unless the Board of the University has already adopted a policy position on this matter
  - b. it can be assumed that a policy position that has already been adopted is outdated
  - c. it concerns a matter for which the specified method of deliberation or treatment has not yet been concluded
  - d. the Board of the University has indicated that it will handle the matter
  - e. the Board of the University must be notified of important side effects or additional consequences, such as setting a precedent, unequal treatment of similar matters, etc.
5. The proxies to whom the Board of the University entrusts the management of funds or credit are accountable to the Board of the University. The Board may inspect their coffers, books and records at any time; they are obliged to provide the requested information. They are responsible for ensuring sound financial administration, as part of the University's financial administration. Each quarter and at the end of the financial year, they are required to issue a financial report as part of the University's reporting and annual accounts. This takes place in accordance with the guidelines and instructions of the Board of the University.
6. Operations, actions, decisions and assurances that bind or commit the University may only be carried out on behalf of the Board of the University by proxies who have been mandated to do so by the Board of the University.

### **Article 3.3.2.**

1. In any case, the Board of the University does not mandate:
  - a. the authority to appoint and dismiss professors, directors of University service units and other officials within the organization to be specified in further guidelines
  - b. the authority to impose disciplinary sanctions, as referred to in the CAO-NU
  - c. the taking out of loans and the investment of funds, as well as the opening of bank accounts
  - d. the acceptance of donations and legacies
  - e. the foundation of buildings, the acquisition, alienation, encumbrance and use of immovable property, including the granting of permission to cancel mortgage registrations and attachment, as well as any other act of ownership
  - f. entering into – and putting up a defence in – lawsuits, assigning disputes to arbitrators, reaching settlements, agreeing to settlement, accepting judicial decisions and the decision of arbitrators entering into agreements, insofar as these exceed a monetary value to be determined by the Board of the University.
2. Pursuant to the law, a power of attorney to represent the University in or out of court is granted by the President of the Board of the University.

### **Article 3.3.3.**

The University of Groningen's authorization regulations (*Volmachtregeling RUG*) apply to the granting of authorization to perform legal acts under private law.

## **Title 3.4 Exercising the mandate**

### **Article 3.4.1.**

1. The proxy is accountable to the Board of the University for the manner in which they exercise the mandate and for the assistance they are required to provide with regard to the work of the Board of the University. Furthermore, the proxy is accountable to the Board of the University for the proper organization and coordination of their service unit and the necessary facilities, subject to the specific powers of others.
2. Where matters affect more than one service unit, the proxies must ensure that they work together.
3. The proxy must ensure that their service unit provides another service unit with the data and information it requires in order to perform its duties properly.

### **Article 3.4.2.**

1. The proxy must immediately inform the Board of the University of any circumstances or events which seriously impede or threaten to impede the normal course of business within their service unit.
2. The proxy must take the appropriate measures as soon as possible to ensure the best possible continuation of activities carried out within their service unit.
3. The proxy must inform the Board of the University as soon as possible of the measures taken pursuant to Article 3.4.2.2.

### **Article 3.4.3.**

On the basis of additional guidelines issued by the Board of the University, once a year, the proxy must submit a report to the Board of the University on the activities undertaken for the fulfilment of their mandate.

## **Title 3.5 Service Unit Councils**

### **Article 3.5.1.**

1. With due observance of Article 9.50 of the Act, the Board of the University appoints Service Unit Councils for the University service units referred to in Article 3.7.1 of these Regulations.
2. The structure and regulations, as well as the number of members and the term of office of the Service Unit Councils, are laid down in the Regulations for Service Unit Councils, to be adopted by the Board of the University.
3. The Board of the University ensures that a Service Unit Council is given the opportunity, in good time, to issue advice to the head of the University service unit in question and to discuss matters referred to in the Regulations.

## **Title 3.6 Faculty service units**

### **Article 3.6.1.**

1. For the performance of management activities, each Faculty Board has a Faculty service unit.

2. In the interests of efficiency and effectiveness, the Board of the University may decide to cluster certain Faculty service units or parts thereof; it will consult the relevant Faculty Boards beforehand on this matter.

**Article 3.6.2.**

The Faculty Board may divide a Faculty service unit into organizational units. This must be approved by the Board of the University.

**Article 3.6.3.**

1. In the interest of integrated management by the Faculty Board, the organization of Faculty service units with regard to the implementation of management activities will in any case be geared to the following tasks:
  - a. to cooperate in the fulfilment of the core tasks of the Faculty in question, i.e. to provide academic teaching and to conduct academic research
  - b. to support the realization of general and special resourcing for the teaching and research tasks of the Faculty concerned and the Board of the University in the efficient and lawful deployment and use of human, financial and material resources with respect to the (further) establishment of the budget and institution and staffing plans
  - c. to participate in the preparation and implementation of decision-making processes of the administrative bodies of the Faculties
  - d. to participate in the implementation of the policy established for the University as a whole and the management thereof, insofar as this concerns the relevant Faculty.
2. The scope and deployment of human and material resources are determined on the basis of guidelines established by or on behalf of the Board of the University, in consultation with the relevant Faculty Board.

**Article 3.6.4.**

The Faculty Board manages and directs the Faculty service unit; it may entrust staff members with the implementation thereof.

**Title 3.7 University service units**

**Article 3.7.1.**

The University has the following University service units:

- a. the University of Groningen Library
- b. the Donald Smits Center for Information Technology
- c. the Office of the University
- d. the University Services Department

**Article 3.7.2.**

1. To the extent that the establishment of a University service unit is not further specified in these Regulations, its organization and duties are determined by the Board of the University on the basis of a plan that is drawn up at its behest.
2. In accordance with the appointment decision or appointment decree, the head of the service unit assigns staff members serving in their service unit to a part of their service unit.

3. The activities of University and Faculty service units in the same area are coordinated by the proxies under the responsibility of the Board of the University.
4. The scope and deployment of human and material resources are determined on the basis of guidelines established by or on the behalf of the Board of the University.
5. The Board of the University provides each head of a service unit with written instructions concerning their tasks and the way in which these must be performed. The Board will inform those persons and bodies that it deems appropriate of these instructions.

**Article 3.7.3.**

With due observance of Article 8.1, the establishment of the University of Groningen Library as a University service unit is determined on the basis of Article 3.7.2 of these Regulations.

**Article 3.7.4.**

With due observance of Article 8.2, the establishment of the Donald Smits Center for Information Technology as a University service unit is determined on the basis of Article 3.7.2 of these Regulations.

**Article 3.7.5.**

With due observance of Article 8.3, the establishment of the Office of the University as a University service unit is determined on the basis of Article 3.7.2 of these Regulations.

**Article 3.7.6.**

With due observance of Article 8.4, the establishment of the University Services Department as a University service unit is determined on the basis of Article 3.7.2 of these Regulations.

**Title 3.8 Disputes and management supervision**

**Article 3.8.1.**

Disputes concerning the application of these Regulations that cannot be resolved in consultation with the parties involved will be settled by the Board of the University.

**Article 3.8.2.**

1. The Board of the University may conduct or commission one-off or regular investigations into the legality, efficiency and effectiveness of activities within the management organization.
2. The Board of the University formulates the assignment for such an investigation and determines to whom the assignment is given. The assignment also includes reporting.
3. The Board of the University will consult with the proxies concerned regarding the provisions of Article 3.8.2.1.
4. All University staff members are obliged to provide the official(s) responsible for such an investigation with all the information requested in the interest of the investigation.

5. In the event of negligence or failure to comply with applicable regulations on the part of the management of a service unit or part of a service unit, the Board of the University may, if necessary contrary to the provisions of these Regulations, make arrangements for the management of that service unit or part of the service unit.

## **Chapter 4: Freedom of information**

### **Article 4.1.**

1. In addition to the provisions laid down in or pursuant to the Government Information (Public Access) Act (Wob, *Wet openbaarheid van bestuur*), the provisions laid down in this Chapter apply to the freedom of information.
2. A request under the Wob must concern a document relating to an administrative matter of the University, including the preparation and execution thereof.

### **Article 4.2.**

1. Information is understood to mean: data contained in documents.
2. Documents are understood to mean: written documents and other material containing data held by the University or any part thereof. Data includes data relating to research and teaching, with the exception of (old) examination papers and (standard) answers.
3. For the application of the provisions of Articles 4.2.1 and 4.2.2, documents do not include: written documents and other material containing data which are intended to be or have already been sent, until it can be assumed that they have reached the addressee(s). Drafts and copies of such documents and other material are also not regarded as documents until the documents or other material have reached the addressee(s).

### **Article 4.3.**

1. Requests for information must be addressed to the Board of the University, or to the Faculty Board if they concern information relating to teaching and research of the Faculty concerned.
2. The Board of the University may issue guidelines to Faculty Boards in order to promote a unified approach to the provision of information.
3. The University of Groningen's Protocol on the consultation of the decentralized archives of Faculties and Service Units or the University of Groningen's Protocol on the consultation of the central repository applies to the consultation of documents.

### **Article 4.4.**

1. The Board of the University will, on its own initiative, provide information about the University as soon as this is in the interest of good and democratic decision-making within the University and is relevant for its relations with society.
2. The Faculty Board will, on its own initiative, provide information about the Faculty as soon as this is in the interest of good and democratic decision-making concerning teaching provided by and research carried out at the Faculty in question.

3. Information about the personal policy views of board members or persons working at the University is only provided voluntarily insofar as those board members or persons whose views are concerned have been informed of the intention to provide information about their personal policy views, and they have consented to the provision of said information.

#### **Article 4.5.**

1. Information pursuant to the previous articles will not be provided on the grounds referred to in the Wob if and to the extent that the interest thereof does not outweigh one or more of the following interests:
  - a. the economic and financial interests of public and special universities or parts thereof
  - b. the protection of medical and psychological research results which relate to individual cases
  - c. an investigation that may result in disciplinary punishment
  - d. data collected by an appointment committee, regardless of whether they are included in a report issued by this committee
  - e. the operational safety of the University or of institutions in which the University is involved in any way.
2. Economic and financial interests, as referred to in Article 4.5.1, include in particular:
  - a. information relating to ongoing or completed research carried out at the behest of or in collaboration with persons or institutions outside the University, insofar as confidentiality arises from the agreement in question
  - b. a new product, a new working method (within the meaning of the Patents Act), a new appearance of a product that has a user function (within the meaning of the Uniform Benelux Law on design and models), or a new variety (within the meaning of the Seeds and Planting Materials Act), which may reasonably be expected to qualify for obtaining (after filing) legal protection for industrial property.

#### **Article 4.6.**

1. A fee may be charged for the provision of copies of documents pursuant to the previous articles of these Regulations.
2. If a fee is charged for the provision of copies of written documents, this will amount to:
  - a. for fewer than 6 copies: free of charge
  - b. for 6 to 13 copies: €4.50
  - c. for 14 or more copies: €0.35 per copy.

## **Chapter 5: Safeguarding of legal rights**

### **Title 5.1 General**

#### **Article 5.1.0.**

The submission and handling of complaints, objections and appeals as referred to in the WHW or the General Administrative Law Act (Awb, *Algemene wet bestuursrecht*) takes place in one of the following ways:

- a. The provisions of Articles 5.1.1 and 5.1.2 and Title 5.2 or the provisions of Articles 5.1.1 and 5.1.3 and Title 5.3 apply to complaints, objections and appeals



from students, prospective students, former students, external students, prospective external students and former external students.

- b. The provisions of Article 5.1.3 and Title 5.3 apply to complaints, objections and appeals from staff members.
- c. The provisions of Article 5.1.3 and Title 5.3 apply to complaints, objections and appeals from parties other than those referred to under a. or b.

#### **Article 5.1.1.**

1. There is a Central Portal for the Legal Protection of Student Rights (CLRS, *Centraal Loket Rechtsbescherming Studenten*), as referred to in Article 7.59a of the WHW, where students, prospective students, former students, external students, prospective external students and former external students can submit complaints, objections or appeals.
2. The procedure for submitting complaints, objections or appeals and the further processing of complaints, objections or appeals by the CLRS is laid down in more detail in the Regulations on the Central Portal for the Legal Protection of Student Rights at the University of Groningen.

#### **Article 5.1.2.**

There is a Board of Appeal for Examinations, as referred to in Article 7.60 of the WHW, which decides on appeals as referred to in Article 7.61.1 of the WHW.

#### **Article 5.1.3**

There is a Disputes Committee, as referred to in Article 7.63a of the WHW, which advises the Board of the University on appeals and objections other than those referred to in Article 7.61 of the WHW.

#### **Article 5.1.4.**

If an objection or appeal may be lodged against a decision, this will be stated in the decision.

### **Title 5.2 The Board of Appeal for Examinations**

#### **Article 5.2.1.**

The members of the Board of Appeal for Examinations are appointed by the Board of the University. The composition, duties and working method are set out in the Rules of Procedure. These Rules, as well as any amendments to them, must be approved by the Board of the University.

### **Title 5.3 The Disputes Committee**

#### **Article 5.3.1.**

With due observance of the provisions of this Title, a person who has been directly affected by a decision of a University administrative body, other than a generally binding provision, and for whom no other remedy is provided in the WHW, may lodge an appeal with the next higher administrative body, or, in the event that the decision has been taken by:

- a. the Board of the University, submit an objection to this Board
- b. the Committee of Deans, submit an objection to this Committee

- c. the PhD Board, submit an objection to this Board.

#### **Article 5.3.2.**

There is a committee as referred to in Article 7.13 of the General Administrative Law Act for the preparation of decisions on appeals and objections by the University's administrative bodies, namely: the Disputes Committee for Objections and Appeals, hereinafter referred to as the Disputes Committee.

#### **Article 5.3.3.**

The Disputes Committee is responsible for advising the University's administrative bodies on decisions to be taken regarding:

- a. appeals against decisions made by the administrative bodies, addressed to the next higher administrative body
- b. objections against decisions made by the Board of the University, the Committee of Deans and the PhD Board.

#### **Article 5.3.4.**

1. The Disputes Committee consists of a Chair and a maximum of 15 other members, who are appointed by the Board of the University. A sufficient number of deputy members will be appointed in the same way.
2. The Chair and Deputy Chairs must meet the requirements for appointment as district court judge.
3. The Chair and Deputy Chairs must not be employed by the University of Groningen.
4. The other members and deputy members may be appointed from the University's community. They are functionally independent with regard to the handling of cases submitted to the Disputes Committee. The Board of the University appoints the other members and deputy members on the basis of their expertise, in view of the duties of the Disputes Committee.
5. The members and deputy members are appointed for a maximum period of four years. They may be reappointed immediately.
6. The members of the Disputes Committee may only be dismissed at their own request.  
They must in any event submit a request for dismissal if, during the course of their membership, they accept a post that is incompatible with membership of the Disputes Committee. The dismissal must be submitted in writing to the Board of the University.

#### **Article 5.3.5.**

Secretarial duties are performed by a secretary to be appointed by the Board of the University after consultation with the Chair of the Disputes Committee. The Board of the University also appoints one or more deputy secretaries. The secretary appoints the respective secretary for each meeting. The secretary and deputy secretaries must meet the requirements for appointment as district court judge.

#### **Article 5.3.6.**

1. An appeal or objection must be addressed, with reasons, to the administrative body with the authority to decide on the appeal or objection.
2. If possible, a copy of the decision to which the dispute relates must be attached to the objection or appeal.
3. Receipt of the objection or appeal will be acknowledged in writing.

### **Article 5.3.7**

1. The Chair of the Disputes Committee ensures that all necessary steps are taken to prepare for the handling of the appeal or objection.
2. The Chair determines the place and time of the Disputes Committee hearing at which the person who lodged the appeal or objection, the administrative body that took the decision and, where appropriate, other interested parties will be given the opportunity to be heard in person or by an authorized representative.
3. The Chair will inform the person who lodged the appeal or objection, the relevant administrative bodies and, where appropriate, other interested parties to that effect in writing and in good time.

### **Article 5.3.8**

1. An appeal or objection may be dealt with by a Chamber of the Disputes Committee, led by the Chair or the Deputy Chair. In addition to the Chair or the Deputy Chair of the Disputes Committee, a Chamber consists of at least two members. If the objection is against a decision of the PhD Board as referred to in Article 2.6.1.3 of these Regulations, the two other members are professors who are not members of and do not act under the responsibility of the PhD Board.
2. There are four Chambers. Chamber II deals with objections relating to personnel matters, with the exception of those objections referred to in 5.3.8.3 below. Chamber III deals with objections relating to appraisals of professors. Chamber IV deals with objections relating to decisions taken by the PhD Board. Chamber I deals with the remaining cases, including those concerning students.
3. A national committee advises on objections relating to the job ranking system. This is further stipulated in the complaints regulations regarding the job ranking system (UFO) at Dutch universities (*Bezwarenreglement functieordenen Nederlandse universiteiten*).
4. A national committee advises on objections relating to decisions by the Board of the University with regard to the application of Article 7.42a of the WHW.
5. When an appeal or objection has been received, the Chair decides which Chamber will deal with the appeal or objection. The Chair also appoints the members of the Disputes Committee who will handle that appeal or objection.

### **Article 5.3.9.**

If an objection or appeal is manifestly inadmissible or manifestly unfounded and its further processing is not necessary, the Disputes Committee may immediately advise the administrative body to declare the appeal or objection manifestly inadmissible or manifestly unfounded.

### **Article 5.3.10.**

1. Before the hearing, any of the sitting members of the Disputes Committee may be challenged by one or more of the parties involved in the appeal or objection on the grounds of the facts or circumstances that could make it difficult for the member concerned to form an impartial opinion.  
A member may also be disqualified on the basis of such facts or circumstances.
2. The other sitting members of the Disputes Committee must decide as soon as possible whether to allow the challenge or disqualification. In the event of a tied vote, the request will be granted.

**Article 5.3.11.**

1. The hearings of the Disputes Committee are public.
2. At the request of an interested party, or if compelling circumstances so require, the Disputes Committee may decide that the hearing takes place behind closed doors.

**Article 5.3.12.**

The advice of the Disputes Committee comprises:

- a. a written summary of the matters discussed at the hearing
- b. other documents relating to the dispute
- c. if possible, a reasoned draft decision.

**Article 5.3.13.**

Further provisions regarding the working method of the Disputes Committee are laid down in Rules of Procedure. These Rules or any amendment thereto require the approval of the Board of the University.

## **Chapter 6: The student counsellor and student facilities**

### **Title 6.1 The student counsellor**

**Article 6.1.1.**

The student counsellor acts as a confidential advisor to students.

**Article 6.1.2.**

1. In addition to the position of confidential advisor, the student counsellor is responsible for providing information, advice and assistance to students, and with due observance of the relevant policy determined by the University Council, in any case for maintaining contact with bodies and institutions both inside and outside the University, insofar as this is useful with a view to promoting the welfare of the students.
2. The staff of the University must provide the student counsellor with the information they need to perform their duties, if requested to do so. In the event of a difference of opinion, the Board of the University will decide whether the requested information should be provided.
3. The student counsellor observes, in all their actions, the position of trust that is necessary for the proper fulfilment of their task. The student counsellor's records are only available to them.
4. The student counsellor will provide the Board of the University, on request or on their own initiative, with information and advice, including on the legal status of the students, as well as on circumstances that may in general affect the progress of the students' studies.
5. The student counsellor is accountable to the Board of the University for the performance of their duties.

### **Title 6.2 Student facilities**

### **Article 6.2.1. Student facilities (CUOS)**

The Central Executive Board for Student Organizations (CUOS, *Centraal Uitvoeringsorgaan voor de Studentenorganisaties*) is responsible for facilitating student organizations. The main tasks of the CUOS include:

1. taking decisions regarding the recognition of student organizations
2. allocating the budget set by the Board of the University for such organizations
3. managing the accommodation made available by the Board of the University for student organizations
4. advising the Board of the University on the re-evaluation and assessment of organizations that are or want to be included in the Graduation Fund Regulations.

## **Chapter 7: Chair by special appointment**

### **Article 7.1.**

1. The Board of a legal entity with full legal competence may submit a request to endow a chair by special appointment at the University. Such a request must be accompanied by a statement of reasons evidencing the desirability of the requested provision.
2. The request referred to in Article 7.1.1 must be accompanied by the Articles of Association of the legal entity and the deed or regulations governing the establishment of one or more chairs.
3. In addition to all stipulations that must always be included in order to comply with statutory requirements, the Articles of Association, the deed or the regulations referred to in Article 7.1.2 must contain:
  - a. the stipulation that the chair must be supervised by a board consisting of at least three members, at least one of whom must be a member of the academic staff of the Faculty concerned
  - b. the stipulation that the board, as referred to in Article 7.1.1, will not appoint a professor by special appointment who does not hold a PhD from a university, as referred to in Article 1.2 of the Act, until the intended appointment has been ratified by the Board of the University
  - c. the stipulation that the board, as referred to in Article 7.1.1, will send the Board of the University, once every five years, a report on the teaching provided during that period.

### **Article 7.2.**

1. The Board of the University will decide on a request, as referred to in Article 7.1.1, after hearing the Faculty Board concerned. The Board of the University may attach a deadline to the endowment of a chair by special appointment.
2. The Board of the University will notify the Faculty Board concerned of the report referred to in Article 7.1.3c.

### **Article 7.3.**

Article 7.1.3 does not apply to a chair by special appointment at the Faculty that provides teaching for degree programmes in Theology.

### **Article 7.4.**

1. A request of a legal entity with full legal competence to organize a series of academic lectures at the University must contain reasons for the request as well as a statement demonstrating the academic qualities of the persons who will hold the lectures.
2. A request as referred to in Article 7.4.1 must be accompanied by the Articles of Association of the legal entity as well as a statement of the days on and times at which the lectures will be held.
3. The Board of the University will decide on a request as referred to in Article 7.4.1 after hearing the Faculty Board(s) concerned.

## **Chapter 8: The University of Groningen Library, the Donald Smits Center for Information Technology, the Office of the University and the University Services Department**

### **Article 8.1.**

1. The University's collection of academic documentary information material forms part of the database of the University of Groningen Library.
2. The material referred to in Article 8.1.1 is selected, made accessible, stored and made available at the University of Groningen Library.
3. The librarian is responsible for disseminating the University's academic documentary information. The librarian is accountable to the Board of the University for the performance of their duties.

### **Article 8.2.1**

1. There is a Donald Smits Center for Information Technology.
2. The Donald Smits Center for Information Technology manages computer and ancillary equipment for the automatic processing of data and, under conditions to be set by the Board of the University, having first consulted the Director, makes this data available for the benefit of academic teaching and research and the management and administration of the University.
3. The Director is responsible for the management of the Donald Smits Center for Information Technology as well as for the policy and quality of the Center. The Director is accountable to the Board of the University for the performance of his duties.
4. The Director of the Donald Smits Center for Information Technology has an advisory role in the purchase and management of Faculty computer and ancillary equipment.

### **Article 8.2.2**

1. The Educational Support and Innovation (ESI) department is part of the Donald Smits Center for Information Technology.
2. The main task of the Educational Support and Innovation department is to provide integrated support for innovation processes in the field of teaching. This includes at least:
  - a. the training and professionalization of current teaching staff at the University
  - b. the development of the learning environment: the development and innovation of didactic concepts and curriculum development

- c. the organization of teaching: services to support the provision of teaching
  - d. evaluation and quality assurance: the development of tools for a quality assurance system.
3. With the exception of ESI's central task in the field of teaching, as referred to in Article 8.2.2.2, the following tasks are the responsibility of the Faculty of Behavioural and Social Sciences:
- a. the training of students to become secondary school teachers with a 'grade one' qualification and the innovation of teacher training methodology for university education (WO), higher vocational education (HBO) and secondary education (VO)
  - b. the training and professionalization of current teaching staff for university education (WO), higher vocational education (HBO) and secondary education (VO) in the context of their own teaching situation.

### **Article 8.3.**

1. Under the leadership of the Management, the Office of the University provides support and assistance to the Board of the University, the Faculty Boards and other University service units.
2. The Management, which comprises three members, namely the General Manager and two Directors, is responsible for the management of the Office of the University and the functioning thereof. The Management is accountable to the Board of the University for the proper organization and coordination of the Office's tasks and the necessary facilities.
3. The Management supervises the organization of the administration and archives within all parts of the University and is responsible for the storage of records. The University of Groningen Regulations on Archives Management apply.
4. The Management assists the Board of the University in the performance of its duties. The Management attends the meetings of the Board of the University and has an advisory role in these meetings.
5. The Management serves as the secretariat of the University and the Board of the University. The Management provides secretarial support to the Board of the University, the University Council, the Committee of Deans and the Supervisory Board, after consultation with the chairs of these bodies.

### **Article 8.4.**

1. There is a University Services Department.
2. The University Services Department provides supporting and advisory services and products. These services and products are provided in particular to the Board of the University, Faculties, University service units and individuals who are members of the University community, in order to support the primary processes of teaching and research as effectively as possible and to keep the costs involved in this support as low as possible.
3. The General Manager is responsible for the management of the University Services Department as well as the functioning thereof.
4. The General Manager is accountable to the Board of the University for the performance of their duties.

## **Chapter 9: Final and transitional provisions**

### **Article 9.1.**

The Board of the University has the final say in cases not covered by these Regulations.

**Article 9.2.**

These Regulations will enter into force on the day on which the approval of the Supervisory Board, as referred to in Article 9.8 of the Act, is communicated to the Board of the University.

**Article 9.3.**

These Regulations may be cited as: ‘The University of Groningen Administrative Regulations’.

*Last modified:*

*September 2020*