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## **Regulations Graduate Centre Department of Life and Food Sciences Weihenstephan**

After coordination with the TUM Graduate School and based on the original regulations of 22 February 2010, the Department of Life and Food Sciences Weihenstephan adopted the following regulations on 11 December 2013. The regulations refer to the Statute TUM-GS of 1 September 2013.

### **§ 1 Name and Position within the TUM Graduate School**

The Graduate Centre, Department of Life and Food Sciences Weihenstephan (GZW) is part of the TUM Graduate School (TUM-GS), which is a Corporate Scientific Centre (Zentrale Wissenschaftliche Einrichtung) of the TUM.

Naming and visual identity / logo of the GZW are guided by the Corporate Design of TUM and TUM-GS.

### **§ 2 Goals and Tasks**

The regulations according to § 2 Statute TUM-GS of 1 September 2013 regarding the goals and tasks of the TUM-GS apply.

In the context of these regulations, the GZW pursues the following tasks:

- a. Support of subject-related qualification elements and others focusing on transferable skills according to § 15 of the TUM-GS Statute. Among others, these are:
  - developing and implementing seminars with practical benefits for doctorates in the life sciences. Due to the large range of the Faculty's research contents, relevant cross-sectional topics are selected and specifically aligned to the life sciences. Thus, the seminars cover the transitional area between subject-related matters and transferable skills, complementing subject-specific teaching at the institutes as well as the central TUM-GS offers of transferable skills.
  - developing and implementing information and counselling services for further professional development after completing a doctorate in the life sciences, concerning professional steps within university research projects as well as steps outside this context.
- b. Funding and support for international scientific activities
  - organizing events around the topic of international scientific activities
  - personal counselling for stays abroad
  - counselling for international doctoral candidates
  - offer of information, counselling and seminars in the English language
- c. Networking
  - Supporting events for the subject-specific and social exchange among doctoral candidates and possibly other groups of people at faculty level or beyond.
  - providing an interface to alumni and external institutions (within and outside universities)

- d. Information and counselling
  - facilitating internal TUM offers and contact points
  - pooling and compiling of topical, relevant information and offers of third parties for doctoral candidates
  - coaching and counselling
- e. Administration
  - managing members and financial aid in the context of TUM-GS membership
  - managing the faculty-specific qualification program and doctoral candidate network
  - coordinating with the TUM-GS office

Tasks are pursued in cooperation with the TUM-GS.

According to the general TUM principle of diversity, the GZW supports scholarship and innovation in an open society, so that the specific talents and skills of junior scientists can fully unfold. The GZW supports participation and inclusion of all individuals in the scientific community, regardless of gender, nationality, religion and ideology, disability, age or sexual identity.

### **§ 3 Structure**

Regulations according to § 3 Statute TUM-GS of 1 September 2013 regarding the TUM-GS structure apply.

- (1) Thematic Graduate Centres (TGC) in the WZW domain are located directly under the roof of the TUM-GS. The TGC status is recognized by the TUM-GS in coordination with the GZW.

### **§ 4 Governing Bodies**

The governing bodies of the GZW are:

- (1) the advisory council
- (2) the GZW spokesperson
- (3) the representative of the doctoral candidates

### **§ 5 Membership**

Regulations according to § 5 Statute TUM-GS of 1 September 2013 apply.

### **§ 6 Associated Members**

Regulations according to § 6 Statute TUM-GS of 1 September 2013 for associated members apply.

## **§ 7 Rights and Duties**

Regulations according to § 7 Statute TUM-GS of 1 September 2013 regarding members' rights and duties apply.

## **§ 8 Advisory Council**

Regulations according to § 8 Statute TUM-GS of 1 September 2013 apply. The advisory council, in the person of the speaker (or his deputy) represents the interests of the GZW towards the TUM-GS board and in the framework of the Committee of Graduate Centers' Spokespersons of the TUM-GS.

- (1) The Advisory Council of the GZW comprises:
  - a. the speaker with one vote
  - b. the deputy speaker
  - c. two representatives of doctoral candidates (the doctoral candidate representative and his/her deputy, see § 10)
  - d. a representative of junior scientists with a doctoral degree.
- (2) Each member of the advisory council has one vote. In case of tie votes, the speaker decides.
- (3) The faculty council appoints the members of the advisory council according to (1) a, b at the suggestion of the dean from within the ranks of full-time, unlimited professors of the WZW faculty (preferably acting members of the faculty council), and the member of the advisory council according to (1) d from the ranks of the elected research assistants in the faculty council.
- (4) As to the election of the speaker, his/her deputy and the doctoral candidate representatives, see § 9 and § 10. The representative of junior scientists at the GZW comes from the group of research assistant representatives in the faculty council. He/she is determined by way of faculty council regulations.

## **§ 09 GZW Speaker**

- (1) The advisory council determines which of the professoral representatives is to be the speaker or his/her deputy.
- (2) He/she is elected for three years. Reelection is possible.

## **§ 10 Doctoral Candidate Representatives**

The doctoral candidate representative and his/her deputy represent the interests of GZW members doing a doctorate in the context of the advisory council according to § 8 towards the GZW, and in the context of the Graduate Council towards the TUM Graduate School as well as the TUM.

At faculty level, they act as confidants and support networking among doctoral candidates.

- (1) Regulations according to § 11 Statute TUM-GS for the Graduate Council of 1 September, 2013 apply.
- (2) The doctoral candidate representative and his/her deputy in the GZW council are GZW representatives in the Graduate Council of the TUM-GS at the same time.

- (3) The doctoral candidate representative is elected by GZW doctoral candidates in voting by ballot. An absentee ballot is possible. All doctoral candidates who have been GZW members 35 days before the first election day are eligible to vote or be voted.
- (4) Voting takes place from a list of names. In concrete terms, this means that the names of all candidates are listed on the ballot paper, and each single one of them is eligible to be voted. The doctoral candidate representative who gets most of the votes with a simple majority is elected. In case of a tie vote, a new election has to be called. The candidate with the second most votes is elected as the deputy of the doctoral candidate representative.
- (5) The election is organized by the GZW Office.

## **§ 11 The GZW Office**

- (1) Head of the GZW Office is a managing director. He/she is appointed by the Dean of the WZW in consultation with the GZW speaker and the TUM Graduate Dean.
- (2) In particular, the GZW Office is responsible for implementing the goals and tasks mentioned under § 2.

## **§ 12 Decision-making and Keeping of Records**

Regulations according to § 14 Statute TUM-GS of 1 September 2013 regarding decision-making, elections and keeping of records apply.

## **§ 13 Rights and Duties, Qualification Program**

Regulations according to § 7 Statute TUM-GS of 1 September 2013 regarding rights and duties of members or according to § 15 regarding the qualification program apply. In addition, the following faculty-specific regulations are defined.

- (1) The mentor can be designated up to six months after membership in the TUM-GS began.
- (2) The supervisor is entitled to be informed about the status of the doctoral thesis accurately and regularly. The doctoral candidate is entitled to make an appointment with the supervisor at least every six months in order to discuss in detail the progress of the doctorate.
- (3) A work program for the dissertation project noting individual steps and associated dates is part of the supervision agreement and therefore a requirement for registering with the TUM-GS. In addition, an exposé can be provided as a basis for the research task up to six months after joining the TUM-GS.
- (4) The choice of subject-specific events according to § 15 (4) Statute TUM-GS on the scale of six semester credit hours is the sole responsibility of doctoral candidate and supervisor and is mutually agreed by them. There are no thematic restrictions on the part of the GZW as long as the content is subject-related. Explicit possibilities are: doctoral candidate seminars at the chair of one's own or another work group, lectures at the MA level not as yet attended but beneficial to the doctorate, subject-related summer and winter schools, scientific conferences etc.

- (5) One's own work is to be discussed in the international professional public according to § 15 (5) Statute TUM-GS via publications submitted or in conference contributions published in proceedings. Both options must be international and peer reviewed. Should this not be planned, alternative measures must be named no later than the feedback session. The Faculty Council decides whether they are recognized or not.
  - (6) Integration into the academic environment of the TUM according to § 15 (6) Statute TUM- GS is considered to be demonstrated if the doctoral candidate has an employment contract with the TUM. All other doctoral candidates must prove their integration by committing to the possibilities mentioned in § 15 (6) a. - c., which can be freely combined. The Faculty Council decides about the partner institutions mentioned under a. and recognized by the Faculty WZW, and the TUM work groups mentioned under c. which must be located at external academic research institutes.
  - (7) The feedback session according to § 15 (7) Statute TUM-GS is documented in writing on the report sheet provided for that purpose and submitted to the GZW in due time no later than 4 semesters after joining the TUM-GS. These are among the mandatory requirements before being admitted to the doctorate.
  - (8) In addition to the offer of transferable skills trainings according to § 15 (9) b. Statute TUM-GS, attending a seminar on good scientific practice is recommended.
- All relevant details are specified in the supervision agreement, which thus receives the character of an implementation order.

## **§ 14 Cooperations**

Doctorate-specific links to partners from industry and non-university research institutions that affect tasks of the GZW mentioned under § 2 are to be regulated by way of cooperation contracts. These are to follow the model of a cooperation contract (e.g. DFG form 41.026) and be coordinated with the TUM-GS.

## **§ 15 Arbitration Clause**

Regulations of the arbitration clause § 17 Statute TUM-GS of 1 September 2013 apply.

## **§ 16 Final Provisions and Commencement**

- (1) Supplements or changes to these regulations are to be coordinated with the Statute TUM-GS and require the approval of the Extended Board of Management of the TUM and the TUM Graduate School. The administration of participating institutions is to be informed immediately.
- (2) These regulations come into effect the day after their announcement within the university. They are subject to a review of their practicability and the appropriateness of their effects after three years.

## § 17 Severability

Should individual regulations not be valid, in parts or entirely, overall regulations remain in effect.