



UNIVERSITÄT
BAYREUTH

UNIVERSITY OF BAYREUTH
GRADUATE SCHOOL

University of Bayreuth
Graduate School Statute

| 2023

| English

Contact:

UNIVERSITY OF BAYREUTH GRADUATE SCHOOL
Geschäftsstelle
Universitätsstraße 30
95447 Bayreuth
graduateschool@uni-bayreuth.de
+49 921/55-7782 (Secretariat)
www.win-ubt.uni-bayreuth.de/en

Imprint:

Previous editions, Layout: Daniela Kretz, Dr. Nadine Chmura, Typeset: Lena Voß
Updating: Dr. Alina Jahn, Annalena Weig
Dated: March 2023

Preamble

The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL is an institute for doctoral candidates at the University of Bayreuth. The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL is open to doctoral candidates of all disciplines and is designed to provide support for faculty-based doctorates and doctorates at the graduate centres, whose doctoral programmes at the University of Bayreuth tend to focus on interdisciplinary approaches to innovative research projects.

The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL was set up to provide support and services associated with doctoral studies, and hence also to serve as a means of supporting research and researchers. The aim of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL is to effectively strengthen graduate qualification at the University of Bayreuth, to intensify the level of international exchange at this early stage of independent research, and to ensure and further develop university-wide quality standards. The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL is geared to the recommendations of the German Science and Humanities Council (WR) and the German Research Foundation (DFG), and as such the Bayreuth graduate qualification meets the requirements of, and conforms to the structure and content of the highest academic standards.

The University of Bayreuth's faculties and the graduate centres BayNAT, BayREW, BayKULT, and BIGSAS perform doctoral procedures under the responsibility of the dean or director and the relevant doctoral committee. The faculties support their doctoral candidates according to the respective faculty "culture" and coordinate the subject-related qualification programme. They are responsible for the relevant training programme for doctoral candidates, for quality assurance of the individual doctorates, and for organizational matters.

The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL has established a catalogue of funding measures for which the University of Bayreuth has allocated funding. To provide doctoral candidates with a qualification for transferable skills, the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL offers a qualification programme. The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL provides doctoral research with an institutional presence and improves their visibility as a group.

The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL works towards the implementation of the University of Bayreuth's Statutes for safeguarding the standards of good scientific practice and handling scientific misconduct dated 28 July 2022.

Contents

Preamble	3
1. Legal form	6
2. Objectives and tasks	6
3. Target groups	7
4. Representatives	8
5. Membership	8
6. Rights and duties of members pursuing doctoral research	9
7. Board	10
8. Director of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL	11
9. The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL'S general assembly of doctoral candidates	13
10. Administrative office	13
11. Support programme for members pursuing doctoral research	14
12. Evaluation	15
13. Amendments and validity	15

1. Legal form

The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL is a central scientific institute of the University of Bayreuth under the terms of Article 29 para. 5 of the Bavarian Higher Education Innovation Act (BayHIG). Its purpose is to support structured academic qualification for postgraduates pursuing doctoral research and to meet the highest international standards.

2. Objectives and tasks

(1) Supporting the research of doctoral candidates

The core element of the doctorate at the University of Bayreuth is the doctoral student's independent research, which is supported and facilitated by a range of measures. While subject-related qualifications are earned at the graduate centres and faculties, the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL focuses on offering doctoral candidates cross-disciplinary qualifications. The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL also advises doctoral candidates on issues that are not subject-related and informs them of funding opportunities.

(2) Quality of graduate qualification

The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL supports and promotes graduate qualification at the University of Bayreuth and contributes to an environment with optimal conditions for scientific research. The aim is to further improve the attractiveness and quality of doctoral studies at the University of Bayreuth for all doctoral candidates. In consultation with the graduate centre and faculties, the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL develops university-wide standards for doctoral research. A further goal of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL is to create an environment which enables the doctorate to be completed expeditiously without sacrificing high academic standards.

(3) Support for national and international cooperation

The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL provides financial assistance to enable doctoral candidates to complete a research stay elsewhere in Germany or abroad, to participate in academic conferences, and to get international guests involved in doctoral candidates' research projects.

(4) Supporting equal opportunities

The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL supports the work of doctoral candidates in cooperation with the Gender Equality Service Centre and the „Family-Friendly University“ Office.

(5) Supporting doctoral candidates as a group

The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL supports the development of a common group identity for doctoral candidates and involves them in committees at the University of Bayreuth.

(6) Promoting the location

The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL employs specific measures to raise awareness about opportunities for doctoral research at the University of Bayreuth. The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL supports the faculties and graduate centres through marketing measures aimed at attracting talented doctoral candidates, both domestically and internationally.

3. Target groups

(1) The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL is open to the following doctoral candidates:

- a. those writing their dissertations at one of the faculties or
- b. those writing their dissertations at one of the University of Bayreuth's graduate centres.

Doctoral candidates may also carry out their doctoral research without becoming members of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL.

(2) The University Governing Board may decide to establish graduate centres with structured doctoral programmes at one or more faculties. They are under the management of a director and include individual doctoral programmes. Temporary graduate institutes such as DFG research training groups and international doctoral schools in the Elite Network of Bavaria are generally integrated into the graduate centres as doctoral programmes. Doctoral programmes can also be set up in cooperation with other higher education institutions and non-university research institutes.

4. Representatives

The representatives of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL are as follows:

- a. the board,
- b. the director of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL and their deputy, and
- c. the general assembly of doctoral candidates.

5. Membership

(1) Membership is open to all doctoral candidates at the University of Bayreuth insofar as they

- a. have been accepted by one of the University of Bayreuth's graduate centres,
or
- b. have been accepted for a doctorate at one of the faculties.

Membership in the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL is voluntary and generally commences in the first year of doctoral research upon request.

Registration is carried out by the doctoral candidates.

(2) Membership in the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL ends

- a. upon successful completion of doctoral research (generally when the diploma is awarded), or
- b. if membership is cancelled by sending a written statement to the director of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL, or
- c. in case of disqualification due to a proven act of misconduct, or
- d. with the declaration of ending the doctorate by the degree granting organisation.

(3) Graduates will be offered membership in the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL Alumni Network.

(4) The members of the board must also be members of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL.

6. Rights and duties of members pursuing doctoral research

(1) Membership in this central scientific institute (see item 1) involves a university-wide announcement of membership published on the University's intranet.

The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL is authorized to collect and process the necessary personal data in order to support junior researchers and monitor quality under the terms of Article 7 para. 1 and 2 of the Bavarian Higher Education Innovation Act (BayHIG).

(2) Members are entitled to use the resources and services provided by the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL. They can take part in the support programme and take advantage of the funding provided by the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL. The processing regulations in effect at the time of application apply.

(3) Members are expected to be actively involved in the objectives and activities of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL.

(4) Members agree to participate in the following:

- a kick-off seminar hosted by the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL,
- a credited course in the qualification programme offered by the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL,
- the e-learning course „Good Scientific Practice during the Doctorate“.

(5) Members are to inform the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL

- if they intend to complete their doctoral research at a different university, or
- as soon as they withdraw their doctoral research.

7. Board

- (1) The board of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL is made up of
- a. the director of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL and their deputy,
 - b. one representative from each graduate centre and each faculty (the dean or other faculty representative),
 - c. the University of Bayreuth's Vice President for Research & Junior Scholars,
 - d. the four elected representatives of the general assembly of doctoral candidates, and
 - e. one of the Women's Representatives at the University of Bayreuth.
- (2) The term of membership on the board is three years for members described in para. 1 letters a. – c., and letter e. and one year for members described in item d. Re-election and reappointment are permissible.
- (3) The board makes decisions with regard to the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL's strategic orientation, monitors the implementation of its goals, and contributes to its continued development. In addition, the board is responsible for the following tasks:
- a. developing the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL's support programme,
 - b. developing guidelines for the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL's support programme,
 - c. developing a qualification framework for doctoral candidates and the University of Bayreuth in consultation with the University of Bayreuth's University Governing Board and Senate,
 - d. reporting to the University Governing Board on establishing, modifying, or discontinuing graduate centres and doctoral programmes at the University of Bayreuth,
 - e. reporting to the University Governing Board on new or amended doctoral regulations,
 - f. confirming the managing director,
 - g. updating the Statute of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL.

The board also manages the ongoing development of the University of Bayreuth's Statutes for safeguarding the standards of good scientific practice and handling scientific misconduct dated 28 July 2022.

(4) The board members can decide among themselves whom is to be made responsible the above-mentioned tasks. The overall responsibility for the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL lies with the director.

(5) The board meets at least twice a year. The meetings are convened by the director of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL or their deputy.

(6) The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL's board constitutes a quorum when after proper notice the majority of the voting members are present. Proxy voting is permissible.

8. Director of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL

(1) The director of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL is either the University of Bayreuth's Vice President for Research & Junior Scholars or a university instructor from among the active professors. They manage the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL and chair the board. They are obligated to report to the University Governing Board in all matters relating to the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL. The directors of the graduate centres and the deans are required to provide information relating to doctoral candidates and research to the director of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL.

(2) The director of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL and their deputy must be full-time, permanent professors at the University of Bayreuth. The deputy must belong to the group described in number 7 para. 1 letter b. They are appointed by the University Governing Board for three years. The members of the board, deans of the faculties, and directors of the graduate centres can make relevant recommendations to the University Governing Board. Reappointment is permissible.

(3) The director of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL is a member of the Senate in an advisory function.

(4) The responsibilities of the director of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL include the following:

- a. representing the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL both on-campus and off-campus while bearing in mind the overall interests of the University,
- b. answering to the University Governing Board with regard to the proper distribution of funds and compliance with the overall budget,
- c. personnel matters for employees funded by the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL,
- d. convening board meetings, and
- e. reporting to the University Governing Board on the activities and development of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL.

(5) The director of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL receives a functional allowance for their work, to be determined by the President, and a reduced teaching load (minus 2 semester hours). The functional allowance is granted only if the director does not receive functional performance benefits based on another position according to the guidelines of the University of Bayreuth regarding the procedure and allocation of performance benefits and research and teaching allowances, in their respective current version.

(6) If a board meeting cannot be convened in time, the director of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL makes a decision via circulation procedure under the term of the *Grundordnung* of the University of Bayreuth. They must report on the decision at the next meeting.

(7) If there is an important reason for doing so, the director of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL may be required to step down if at least two-thirds of the members vote in favour of dismissal after having given them a chance to speak. Decisions made by the board must be confirmed by the University of Bayreuth's University Governing Board.

9. The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL'S general assembly of doctoral candidates

(1) The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL'S general assembly of doctoral candidates includes all members of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL who are pursuing doctoral research. The general assembly of doctoral candidates convenes at least once a year.

(2) The doctoral candidates elect four representatives from among their members to serve on the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL'S board. If possible, the different doctoral „cultures“ reflected in the various subject areas should be represented.

These representatives in turn elect one of the representatives to serve as spokesman or spokeswoman. They have an advisory role in the University of Bayreuth's Senate.

10. Administrative office

(1) The administrative office is responsible for the following:

- a. supporting the director and board in implementing the objectives and activities of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL,
- b. organizational aspects of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL'S activities,
- c. maintaining a record of doctoral candidates at the University of Bayreuth.

(2) The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL'S board appoints a managing director from among the employees assigned to the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL'S administrative office. The appointment is then reported to the University Governing Board. The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL'S managing director manages the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL'S administrative office.

11. Support programme for members pursuing doctoral research

(1) Within the means available, The University of Bayreuth provides financial support from central funds for its members pursuing their doctoral research. To this end, the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL's board submits a budget proposal each year that includes all details and information relevant to budget allocation. The University Governing Board determines the budget as part of the overall annual financial planning. Budget allocation is carried out by the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL.

(2) The UNIVERSITY OF BAYREUTH GRADUATE SCHOOL supports members pursuing doctoral research with the following offers:

- a. a kick-off seminar to introduce interdisciplinary approaches and scholarly work at the University of Bayreuth, inform participants of sources of financing, emphasize the rules of good scientific practice, and foster personal networks across the various subject areas,
- b. cross-disciplinary workshops on the request of a group of doctoral candidates, the „Bridging Fund“ for one-time interim financing of UNIVERSITY OF BAYREUTH GRADUATE SCHOOL members pursuing doctoral research (funding requests may be submitted by doctoral candidates and their supervisors to the administrative office at any time),
- c. individual funding for doctoral candidates.

(3) Upon successful completion of a kick-off event, a credited course in the qualification programme offered by the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL and the e-learning course Good Scientific Practice During the Doctorate (Number 6 para. 4), each member of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL will receive:

1. a budget. This can be used for the following:
 - a. participation in conferences,
 - b. visits to research institutes,
 - c. visits of guests invited by members for the purpose of joint research activities,
 - d. participation in events such as summer schools or scientific continuing education courses,
 - e. other measures that comply with the guidelines.
 2. a publication bonus for the doctoral candidate's first publication as main author in a leading peer-reviewed scientific journal.
- (4) Participation in the support programme is only permissible during one's membership in the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL.

(5) Further details are found in the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL's support programme guidelines.

12. Evaluation

The University Governing Board generally reviews the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL's efficiency and effectiveness every five years.

13. Amendments and validity

(1) Any additions or amendments to this Statute require the approval of the University Governing Board in consultation with the Senate of the University of Bayreuth, and will be communicated to the deans of the faculties and directors of the graduate centres.

(2) This Statute shall come into effect on 31 March 2023.

(3) It replaces the previous Statute of the UNIVERSITY OF BAYREUTH GRADUATE SCHOOL dated 5 March 2019.

Signed on behalf of the University of Bayreuth:

Stefan Leible
President

Notes