

Technische Universität Carolo-Wilhelmina zu Braunschweig

TU Braunschweig's Senate passed these Bylaws in its session on June 13, 2018, according to § 41(1) Lower Saxony Higher Education Act (NHG) in conjunction with § 17(2) of the University Charter:

Bylaws of the Core Research Areas (CRA)

Preamble

TU Braunschweig's for current core research areas (CRAs), Infection & Therapeutics, Meteorology, Mobility and Future City, are the result of a strategy process that took place in 2015. So that the core research areas can fulfil their function as strategic platforms for networking, the following Bylaws establish research governance that includes the strategically relevant research units for each core research area (e.g. centres, collaborative research centres, DFG research groups, research campus etc.) and the faculties as permanent organisational units at TU Braunschweig. The objective is to include all participants in a streamlined and efficient structure and to enable them to coordinate among one another, promote *bottom-up* processes that are scientifically driven and establish transparent interest representation of the core research areas in the Executive Committee and faculties.

The core tasks of the CRAs and in particular of the elected boards are therefore to further develop the strategy of the core research areas and their operationalisation, to coordinate the research units included and to initiate, maintain and support overarching consortium projects.

§1 General Information

- (1) Technische Universität Braunschweig's Executive Committee may create core research areas (CRAs) according to § 17(1) of the Charter after obtaining a statement from the participating faculties. The core research areas take on cross-faculty and interdisciplinary tasks and research to support junior researchers and cooperation with other scientific facilities or the private sector.
- (2) Each core research area has a board and a regular members' section. For all core research areas, a joint Steering Committee is established.

§ 2 Membership in a Core Research Area (CRA)

- (1) Membership in a core research area can be granted to research units or centres that have been set up for a longer period of time (minimum five years) in which at least three members of the group of professors at the TU participate in which have typically been evaluated positively by external reviewers. The core research area is represented in the regular members' section by a member of the group of professors primarily employed by TU Braunschweig.

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- (2) Upon request, each faculty can become an institutional member.
- (3) In a core research area, each member of the group of professors primarily employed by the university can represent only one research unit or centre or faculty in the core research area's regular members' section; it is not possible to transfer voting rights.
- (4) Membership is to be requested by an informal written request to the board of the core research area. The board decides on acceptance as a member.
- (5) Membership of a research unit in a core research area can end by an informal notification to the board of the core research area. If a research unit's work is ended, membership also ends.
- (6) Upon the suggestion of the staff members' representatives in the Senate, the regular members' section of a core research area can also include a member of this status group in an advisory capacity. In this case, the request described in § 2(4) is not required; instead the board of the core research area is to be informed in writing of the member's appointment.
- (7) Membership in a research unit according to § 2(1) and thus representation of this research unit in the regular members' section is generally possible for more than one core research area. The points from the point system for funding allocation (§ 5(3) b) that are assigned to the research unit are distributed equally across the core research areas if the research unit is a member in more than one core research area.

§3 Regular Members' Section

- (1) The regular members' section of the core research area is made up of the representatives from each research unit of the core research area, whereby each research unit only sends one representative to the regular members' section.
- (2) The regular members' section must meet at least one time per year; the board must invite members to this meeting by adhering to the proper invitation deadline of four weeks. In addition, a meeting must be called if at least one-third of the members request in writing including agenda points that the board call a meeting.
- (3) The regular members' section has a quorum if the majority of members are present after proper invitation. The chair of the board determines whether there is a quorum at the beginning of the meeting. The regular members' section is still considered to have a quorum even if the number of members present decreases during the meeting as long as a member does not declare that there is no longer a quorum; when counting to determine whether the quorum is still met, this member counts as being present.
- (4) Votes are generally not taken secretly. Upon the request of a member, a secret ballot is to be taken. If no other provisions apply, decisions are taken by the majority of the valid votes cast; abstentions are not considered cast votes.
- (5) The tasks of the regular members' section are:
 - a) Electing the members of the board,

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- b) Accepting the board's annual report,
 - c) Discharging the board,
 - d) Deciding on whether to exclude a member upon the board's request after first hearing the person affected; the decision must be made with a two-thirds majority,
 - e) Deciding on a fee schedule for the core research area,
 - f) Deciding and, if applicable, changing the budget presented by the board on the use of the funds in the core research area,
 - g) Deciding on the strategy for the further development of the core research area presented by the board and the strategy's operationalisation.
- (6) The regular members' section has the right to vote out individual members of the board as part of a constructive vote of no-confidence. In the invitation to the meeting, an extra note must be made of this point on the agenda.
- (7) Upon a member's request, the regular members' section may permit advisers to attend the meeting.

§4 Board

- (1) All members of the board must be members of TU Braunschweig primarily employed by the university. The board is made up of a chair and a deputy chair as well as at least one and a maximum of four other members. One member of the board is nominated for election from among the members according to § 2(2), the others from among the members according to § 2(1).
- (2) The board's term of office is typically two years. Re-election is possible. Until the election of a new board, the previous members remain in office.
- (3) The board has the following tasks:
- a) Developing the goals and strategies of the core research area as well as supporting the branding process,
 - b) Responsibility for allocating and using funds provided to the core research area,
 - c) Calling the meeting of members and presenting the annual report to the regular members' section and the Steering Committee covering the core research area's activities and financial situation,
 - d) Advising the Executive Committee and faculties on decisions for developing the research infrastructure, especially large equipment investments,
 - e) Advising the faculties on establishing new professorships,
 - f) Responsibility for the regular evaluation of the research units or centres belonging to the core research area if these are not already subject to external evaluation,
 - g) Concluding outcome agreements with the Steering Committee.
- (4) The board can establish an office and hire personnel. When selecting personnel for the office, the Vice President is to be included in the preparation of the job posting.

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§5 Steering Committee

- (1) The Steering Committee is made up of the president, the member of the Executive Committee responsible for research, the member of the Executive Committee responsible for finances and the deans of all faculties. If necessary, the deans can be represented by a member of the Dean's office.
- (2) The Steering Committee must meet at least twice per year; the President must invite members to this meeting by adhering to the proper invitation deadline of four weeks. The Steering Committee has a quorum if at least two members of the Executive Committee and at least three deans are present. The chairs of the core research areas regularly take part in the Steering Committee's meetings in an advisory function.
- (3) The Steering Committee has the following tasks:
 - a) Recommending to the Executive Committee the establishment or closing of core research areas,
 - b) Deciding on the point system and its annual evaluation as a basis for recommending the allocation of funds to core research areas to the Executive Committee,
 - c) Recommending to the Executive Committee the conclusion of outcome agreements with the boards of the core research areas,
 - d) Accepting the annual reports of the boards of the core research areas and giving feedback on these reports.

§ 6 Entry into Force

These regulations enter into force on the day after they are made public to the university.