

# **Faculty Regulations**

for the

## **Faculty of Communication and Environment**

of

### **Rhine-Waal University of Applied Sciences**

Dated 26 October 2015

In accordance with Section 2 (4) and Section 26 3 sentence 1 of the Higher Education Act of North Rhine-Westphalia (*Hochschulgesetz – HG NRW*), as amended by Article 1 of the Act for the Future Development of Universities (*Hochschulzukunftsgesetz*) from 16 September 2014 (GV.NRW p. 547), and in conjunction with the Constitution of Rhine-Waal University of Applied Sciences from October 2015 (Official Notice 14/2015), the Faculty Council of the Faculty of Communication and Environment of Rhine-Waal University of Applied Sciences has issued the following regulations:

#### **Section 1**

##### **General terms and conditions**

- (1) The Faculty of Communication and Environment performs the academic tasks and responsibilities defined in Section 3 of the Higher Education Act of North Rhine-Westphalia (HG NRW) in accordance with its authority as an official faculty of Rhine-Waal University of Applied Sciences.
- (2) The faculty prepares students for professional careers in Germany and abroad through application-oriented teaching and degree programmes in design, psychology, computer science/informatics, environmental science, logistics and economics. The faculty also assumes responsibilities in connection with research and development and art and design, as well as responsibilities in connection with knowledge transfer, in particular continuing training for academics and technology transfer.
- (3) Official certificates of the Faculty of Communication and Environment will be issued in the name of the dean or their designated vice-dean representative as defined by Section 5 (3) sentence 2. Examination certificates are issued in accordance with the General Examination Regulations of Rhine-Waal University of Applied Sciences.

#### **Section 2**

##### **Members and affiliates**

- (1) Membership in the Faculty of Communication and Environment is governed by Section 26 (4) HG NRW. Members of the faculty include, in particular, the dean, full-time teaching staff who work primarily in the faculty, and students enrolled in all degree programmes offered by the faculty.
- (2) The following groups are considered affiliates, but not members, of the faculty: professors who have

retired or been otherwise released from their duties, honorary professors, part-time, temporary or guest employees of the faculty, research assistants not belonging to a group defined in subsection (1), visiting students and guest auditors. Affiliates are not permitted to vote in faculty elections.

- (3) Professors of the faculty are in charge of assigning eligible guest professors to the faculty within the scope of available financial resources and work opportunities.
- (4) Membership and affiliate status will expire upon changing faculties; for visiting students and guest auditors, affiliate status will expire after the scheduled end of the course(s) they are attending.

### **Section 3** **Rights and responsibilities of members and affiliates**

The rights and responsibilities of members and affiliates are derived from general public employment law in Germany, the provisions of the Higher Education Act, the Constitution of Rhine-Waal University of Applied Sciences as well as other relevant regulations and resolutions of HSRW and the Faculty of Communication and Environment.

### **Section 4** **Faculty bodies**

The Faculty Council (*Fakultätsrat*) and the Dean of the Faculty of Communication and Environment are considered official faculty bodies in accordance with Section 26 (3) HG NRW.

### **Section 5** **Organisation and tasks**

- (1) The faculty is led by an Office of the Dean in accordance with Section 27 (6) HG NRW in conjunction with Section 10 (4) of the HSRW Constitution. In accordance with Section 27 HG NRW, the dean's office is responsible for managing faculty operations under its own authority.
- (2) The dean's office consists of the dean as chairperson and two vice-deans.
- (3) The dean represents the faculty within Rhine-Waal University of Applied Sciences in accordance with Section 27 (1) sentence 1 HG NRW. The dean is represented by a designated vice-dean in accordance with Section 27 (6) HG NRW. The dean and their vice-dean representative must be elected from among the professors in the faculty. One vice-dean will assume the tasks and responsibilities defined in Section 26 (2) sentence 4 HG NRW (associate dean of studies). The dean will represent decisions made by the dean's office before the faculty council.
- (4) The term of office for members of the dean's office is four years; the term of office for a student member is one year.
- (5) The dean's office will adopt its own rules of procedure.

## **Section 6**

### **Elections for the Office of the Dean**

- (1) Members of the dean's office are elected by the faculty council via simple majority in accordance with Section 27 (4) HG NRW. Further details are set forth in the Election Regulations for Committees and Governing Bodies of Rhine-Waal University of Applied Sciences.
- (2) The outcome of the election will be announced on the faculty website and posted publicly inside the faculty.

## **Section 7**

### **Composition and organisation of the faculty council**

- (1) The composition of the faculty council with regard to voting members is defined by Section 28 (2) HG NRW in connection with Section 12 (1) of the HSRW Constitution, and the composition with regard to non-voting members is defined by Section 28 (3) HG NRW in connection with Section 12 (2) of the HSRW Constitution.
- (2) The term of office for student members is one year, and two years for all remaining members.
- (3) The dean chairs the faculty council in accordance with Section 12 (4) of the HSRW Constitution.
- (4) The faculty council will adopt its own rules of procedure.

## **Section 8**

### **Meetings of the faculty council**

The faculty council will meet regularly and, if needed, convene during the lecture-free period. Further details are set forth in the faculty council's rules of procedure.

## **Section 9**

### **Commissions**

The faculty council is authorised to form advisory commissions for specific issues in accordance with Section 12 (1) HG NRW. The faculty council will elect commission members separately by group. The composition of commissions depends on their specific responsibilities, as well as the qualifications, function and level of involvement of the respective member groups in the faculty. Each group must be represented by at least one member. Persons who are not already members of the faculty council are eligible for election to faculty commissions. Further details are set forth in the faculty council's rules of procedure.

## **Section 10**

### **Appointment process for professors**

The appointment process for new professors in the Faculty of Communication and Environment is governed by the Professorial Appointment Regulations of Rhine-Waal University of Applied Sciences, as amended.

## **Section 11** **Academic Advisory Board**

- (1) In accordance with Section 28 (8) NRW, the Academic Advisory Board of the Faculty of Communication and Environment (*Studienbeirat*) advises the faculty council and the dean's office on teaching and academic matters, in particular matters concerning academic reforms, teacher or student evaluations, and amendments to examination regulations.
- (2) The faculty council will define the number and composition of members of the academic advisory board. The board will be composed of at least four core members:
  1. The associate dean of studies or the person charged with the responsibilities of office defined by Section 26 (2) sentence 4 HG NRW, as chair
  2. One professor
  3. One academic staff member with teaching duties in the faculty
  4. Three students to represent undergraduate/postgraduate students and doctoral candidates.
- (3) In the event of a tie, the chair has the casting vote.
- (4) The faculty council is responsible for electing the members of the academic advisory board. The term of office for members defined by Section 11 (2) number 4 is one year, and two years for all other members.
- (5) Tasks and responsibilities are derived from Section 28 (8) and Section 64 (1) HG NRW.

## **Section 12** **Faculty equal opportunities officer**

In accordance with Section 13 (3) of the HSRW Constitution, a newly constituted faculty council will elect two female members of the faculty who have either a university degree or other appropriate qualifications (determined on a case-by-case basis) as the faculty's equal opportunities officer and her deputy representative, whose elections will be confirmed by the dean. Both positions share the same term of office as the faculty council.

## **Section 13** **Amendments to the faculty regulations**

Every member of the faculty council is entitled to request amendments to the faculty regulations. Motions to amend require a supermajority (two-thirds vote) in the faculty council to pass.

## **Section 14** **Entry into force**

The Faculty Regulations of the Faculty of Communication and Environment will enter into force on the day after the publication of the German original in the Official Notices of Rhine-Waal University of Applied Sciences.

*Note:* These faculty regulations entered into force on 3 November 2015.