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# **Faculty Regulations**

for the

## **Faculty of Society and Economics**

of

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

Dated 9 December 2015  
(Official Notice 02/2016)

As amended by the second amending statutes from 18 January 2023  
(Official Notice 16/2023)

#### **Section 1 General provisions**

(1) The Faculty of Society and Economics performs the academic tasks and responsibilities defined in Section 3 of the Higher Education Act of North Rhine-Westphalia (HG NRW) within its authority as a faculty of Rhine-Waal University of Applied Sciences.

(2) The Faculty of Society and Economics prepares students for professional careers in Germany and abroad through practice-oriented teaching and degree programmes in the social sciences and economics. Additional faculty responsibilities include research and development, as well as knowledge transfer.

(3) Official certificates of the Faculty of Society and Economics 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) The rules and regulations for membership in the Faculty of Society and Economics are set forth in Section 26 (4) HG NRW. Members of the Faculty of Society and Economics include, in particular, the dean, full-time teaching staff members working primarily in the faculty, and students enrolled in degree programmes offered by the faculty.

(2) The following groups are considered affiliates, but not members, of the Faculty of Society and Economics: 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 participate 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) being attended.

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

The rights and responsibilities of members and affiliates are derived from general public employment law, 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 Society and Economics.

### **Section 4 Faculty bodies**

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

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

(1) The Faculty of Society and Economics is headed by an Office of the Dean in accordance with Section 27 (6) HG NRW in conjunction with Section 11 (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 three 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. They are represented by a designated vice-dean in accordance with Section 27 (6) HG NRW. The dean and their designated vice-dean representative must be professors in the Faculty of Society and Economics. 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. The dean's office will inform the faculty council of any absences in the dean's office and substitution arrangements, and notify the members of the faculty as well.

(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 given in the Election Regulations for Committees and Governing Bodies of Rhine-Waal University of Applied Sciences.

(2) If one or more members of the dean's office resign from office, replacements will be elected in a by-election. Replacement members are elected for the remaining term of office of their predecessors.

(3) The outcome of the by-election must be announced on the website of the faculty and posted publicly inside the faculty.

## **Section 7 Composition and organisation of the faculty council**

(1) In accordance with Section 28 (2) HG NRW and in conjunction with Section 12 (1) of the HSRW Constitution, the Faculty Council of the Faculty of Society and Economics is composed of the following members with voting power:

- Six professors
- One academic staff member
- One non-academic staff member
- Three students of the faculty.
- The dean's office is also a part of the faculty council, but in an advisory capacity without voting power in accordance with Section 28 (3) HG NRW.

(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 rules of procedure of the faculty council.

## **Section 9 Heads of degree programmes**

(1) The faculty council will elect as the head(s) of each degree programme one or two professors for a term of office of four years. Candidates will be nominated by the members of the faculty. In the event of multiple nominations, the faculty council will decide whether the degree programme in question should be headed by one or two people before a vote is held. Re-election is permitted.

(2) Heads of degree programmes are the main representatives of their degree programme or field within the Faculty of Society and Economics. They are responsible for all required communication in and concerning their degree programme. The heads of a degree programme will coordinate on academic matters with the other professors teaching in the degree programme as well as the dean's office, in particular the associate dean of studies.

(3) The tasks and responsibilities defined under subsection (2) will be carried out jointly in the case of degree programmes headed by two people. Furthermore, they agree to represent each other reciprocally.

## **Section 10 Equal opportunities officer**

(1) The faculty's equal opportunities officer and her designated representative will be elected for a term of office of four years.

(2) Members of the faculty who have either a university degree or other appropriate qualifications (to be determined on a case-by-case basis) are eligible for election as equal opportunities officer and her designated representative.

(3) The equal opportunities officer and her designated representative are elected in accordance with Section 31 of the Election Regulations of Rhine-Waal University of Applied Sciences.

(4) The tasks and responsibilities of the faculty's equal opportunities officer are set forth in Section 24 (3) HG NRW.

## **Section 11 Academic advisory board**

(1) In accordance with Section 28 (8) HG NRW, the Academic Advisory Board of the Faculty of Society and Economics (*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 board consists of:

1. The associate dean of studies (as chairperson)
2. One professor
3. One academic staff member with teaching duties in the faculty
4. Three students of the faculty.

The faculty council is responsible for electing the members defined under sentence 1, numbers 2, 3 and 4. If there is no academic staff member in the faculty who meets the membership requirements for the academic advisory board at the time of election, then two professors will be elected instead, contrary to sentence 1 number 2.

(3) The term of office for student members (within the meaning of subsection (2) number 4 and Section 11 (2) number 4 HG NRW) is one year, and two years for all other members.

(4) The tasks and responsibilities of the board are derived from Section 28 (8) and Section 64 (1) HG NRW.

(5) In the event of a tie, the chairperson has the casting vote.

### **Section 11a Link Professor**

(1) The faculty council will elect two “link professors”, one male and one female, for a term of office of four years. The dean's office is responsible for soliciting nominations from the Faculty Student Representatives (FSR) at least two weeks before the election.

(2) Link professors can be re-elected.

(3) Link professors are special advisors and confidants for students grappling with problems in their private lives or their studies.

With matters concerning the faculty, link professors should act as mediators in order to ensure a good work and study environment within the faculty. The primary task of link professors is to listen intently to students who approach them and work out possible solutions together. In addition, link professors should work to find actionable solutions and support students who approach them in overcoming the problems either on their own or with appropriate outside help (e.g. third-party advising organisations). Link professors should act according to the guiding principles of “helping students” and “helping students help themselves”.

### **Section 12 Commissions**

(1) The faculty council will form the following standing commissions:

- Commission for Finance, Planning and Structure
- Commission for the Improvement of Academic Quality in accordance with Section 9a (7) of the HSRW Constitution.

(2) In addition to the standing commissions defined in subsection (1), the faculty council is also authorised to form additional advisory commissions as needed in accordance with Section 12 (1) HG NRW.

(3) Faculty commissions act as advisors for decision-making processes in the dean's office and the faculty council.

(4) The faculty council will elect commission members separately by group.

(5) The term of office in standing commissions for student members is one year, and two years for all other members. This applies equally to all other commissions formed in accordance with subsection (2), provided the faculty council has not explicitly decided otherwise.

(6) Commissions are responsible for appointing one of their own members as chairperson.

### **Section 13 Composition of commissions**

(1) Unless otherwise decided, commissions in the Faculty of Society and Economics are composed of:

- Four professors
- One academic staff member
- One non-academic staff member
- One student of the faculty.

(2) The composition of the Commission for the Improvement of Academic Quality is set forth in Section 9a (7) of the HSRW Constitution.

(3) Persons who are not already members of the faculty council are eligible for election to faculty commissions.

### **Section 14 Appointment process for professors**

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

### **Section 15 Amendments to the Faculty Regulations**

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

### **Section 16 Entry into force**

These regulations will enter into force on the day after the publication of the German-language original in the Official Notices of Rhine-Waal University of Applied Sciences.

*Note:* These regulations entered into force in their current version on 16 March 2023.