

**Statutes  
of the Graduate Academy  
at Friedrich Schiller University Jena**

**as of 17 April 2008**

In accordance with Sec. 3 (1) in conj. w. Sec. 4 (1) Clause 1, Sec. 33 (1) No. 1, Secs. 37, 54 (3) and (4) of the Thuringian Higher Education Act (Thüringer Hochschulgesetz, ThürHG) of 21 December 2006 (Law and Ordinance Gazette (GVBl.) p. 601), Friedrich Schiller University Jena has issued the following Statutes of the Graduate Academy. The Senate of Friedrich Schiller University Jena has adopted the Statutes on 26 February 2008. On 09 April 2008, the Thuringian Ministry of Education has given its approval in accordance with Sec. 4 (1) Clause 1 ThürHG. The Vice-Rector has approved of the Statutes on 17 April 2008.

**Sec. 1**

**Subject Matter, Legal Form, and Tasks**

- (1) The present Statutes shall govern the organisation of the Graduate Academy (Academy) of Friedrich Schiller University Jena (University).
- (2) The Academy is one of the University's central scientific institutions as defined in Sec. 37 (1) ThürHG and Sec. 27 (1) of the Basic Constitution of Friedrich Schiller University.
- (3) It is the Academy's task in cooperation with the faculties, graduate schools, research training groups, and similar institutions for the structured promotion of young graduate researchers, to enhance the quality of the training of doctoral candidates and to promote adequate framework conditions for the conferral of doctorate degrees and to thus strengthen the University's research activities and to improve its position competing for young top researchers.
- (4) The Academy's tasks shall include in particular

1. supporting established graduate schools (Schools), research training groups (Groups) and graduate programmes (Programmes) and initiating the development of Schools, Groups and Programmes;
2. promoting cooperation with non-university research institutes regarding planning and development of Schools, Groups, and Programmes;
3. offering own courses for doctoral students and in particular in doing so designing and implementing cross-disciplinary qualifications courses for doctoral students and Post-Docs in cooperation with Faculties, Schools, Groups, and Programmes;
4. advising University members and affiliates with regard to creating, maintaining and developing framework conditions that are conducive for dissertation projects outside already established Schools, Groups, and Programmes;
5. providing special support for female doctoral candidates and doctoral candidates with children;
6. establishing and operating a central service point for all doctoral candidates and for anybody involved in the promotion of doctoral studies.

## **Sec. 2**

### **Members**

- (1) Institutional Academy members shall include all forms of structured promotion of doctoral studies that are supported by the University, i.e. usually Graduate Schools, Research Training Groups and Graduate Programmes.
1. Graduate Schools are institutionalised scientific institutions involved in the promotion of doctoral studies, including several Groups, Institutes, Faculties, and Universities. They are characterised by a broad scientific content as well as by organising a study and supervision programme.
  2. Graduate Groups usually are third-party funded and institutionalised unions of university teachers aiming at the promotion of doctoral candidates. Graduate Groups involve a narrower and coherent research programme as well as a study and supervision programme.
  3. Doctoral programmes are limited forms of structured promotion of doctoral studies outside Graduate Groups and Graduate Schools. While they involve a study and supervision programme, they do not have a joint research programme. They are established at a time when the conditions required to set up a School or Group have not or not yet been met and, as the case may be, to prepare the establishment of Groups or Schools.
- (2) Upon relevant request, forms of structured promotion of doctoral studies sponsored by non-university research institutions (e.g. Max Planck Society, Leibniz Association or

Helmholtz Association) may be granted the status of a School, a Group, or a Programme, if the University is involved to a considerable degree.

- (3) Individual members holding dual membership of the respective Faculty and the Academy are
  1. professors, junior professors, private lecturers and heads of junior research groups (e.g. Emmy Noether junior research groups);
  2. University members who are authorised to be examiners in doctoral examinations;
  3. research associates (post-docs), working as part of institution members under Paragraph 1;
  4. doctoral students, whose supervisors are Academy members.
- (4) The Board of the Academy shall admit new members with a simple majority.
- (5) Membership under Paragraphs (1) and (2) shall be limited to the term of the respective form of structured promotion of doctoral studies. Membership under Paragraph (3) No. 2 shall be limited to a term of 5 years; upon written request, it may be renewed for the same period.
- (6) Membership shall end
  1. upon expiration of time (Paragraph 5);
  2. in case of doctoral students upon termination of the supervision relationship;
  3. through written notice of resignation;
  4. through expulsion for good cause, which requires a two-thirds majority of the Board's members who hold PhD degrees;
  5. through cancellation of University membership.
- (7) Written objection may be filed within one month against any negative decision under Paragraph (4) or against an expulsion under Paragraph (7) No. 4. In the absence of redress, the President shall make a final decision.

### **Sec. 3**

#### **Bodies and Structure of the Academy**

- (1) The Graduate Academy shall be headed by an Executive Committee under a Scientific Director. Details are provided for in Secs. 4 and 5.
- (2) The Board of the Academy shall decide on the admission of new members, expulsion of existing members, setting up subject groups and awarding doctoral scholarships.
- (3) The University's Board shall advise the Executive Committee on issues regarding cultivating profiles, setting up subject groups as well as the medium- and long-term development of the Academy.
- (4) The Executive Committee's and its Scientific Director's work shall be supported by an office under an administrative director. Details are provided for in Sec. 8.

- (5) The Academy may adopt Rules of Procedure.

**Sec. 4**  
**Executive Committee**

- (1) The Academy shall be managed by the Executive Committee. It consists of the Scientific Director and two deputies. The deputies must be spokespersons or deputy spokespersons of a graduate school or of a research training group.
- (2) The Executive Committee shall be elected by the Board of the Academy and appointed by the President of the University. Term of office is four years; reelection is possible. The first Executive Committee shall appointed by the University's Board.
- (3) The Executive Committee shall decide in any matters of the Academy, unless such decision has been assigned to another body of the Academy or of the University.

**§ 5**  
**Scientific Director**

- (1) The Scientific Director shall be elected by the Executive Committee from amongst its members for a period of four years and appointed by the University's Board. Reelection is possible. The first Scientific Director shall be appointed by the University's Board.
- (2) The Scientific Director shall convene the Executive Committee and the Board of the Academy. He shall represent the Academy both within University and externally and shall implement resolutions adopted by the Executive Board or by the Board of the Academy. He shall perform any day-to-day business in his own responsibility, coordinate the qualification courses offered by the Academy and manage the positions, material resources and premises allocated to the Academy, unless provided otherwise. He shall prepare and implement resolutions.
- (3) The Scientific Director shall be the supervisor of any full-time Academy staff.
- (4) The Scientific Director shall prepare the annual report regarding management as well as regarding any matters concerning the Academy and provide the above to the Board of the Academy and the University's Senate.

**§ 6**  
**Board of the Academy**

- (1) The Board of the Academy decides on the admission and expulsion of members.
- (2) The Board of the Academy is responsible for awarding doctoral scholarships and for appointing the Scientist in Residence.

- (3) The Board of the Academy may set up subject groups, defined by faculty membership or other criteria.
- (4) In addition to the Scientific Director, the Board of the Academy shall consist of ten members entitled to vote, representing and elected by the Academy's status groups:
1. six representatives of the status group of professors, junior professors, Privatdozenten and heads of junior research groups (e.g. Emmy Noether junior research groups);
  2. one representative of the status group of research associates (post-docs), working as part of institution members under Sec. 2 (1) ;
  3. three representatives of the status group of doctoral students, whose supervisors are Academy members.
- The Academy's Administrative Director shall attend Board meetings in an advisory capacity and with the right to address the meeting.
- (5) The subject groups of the Academy's organised institutions should be adequately represented.
- (6) Representatives of members under Paragraph 4 No. 1 shall be elected for a term of three years, representatives of doctoral students and research associates for one year. Reelection is possible once. The Scientific Director shall be member for the period of his term in office.
- (7) The Scientific Director shall chair the Board of the Academy. He shall convene and chair meetings. In matters brooking no delay, the Scientific Director shall be entitled to make urgent decisions. He shall notify the Board of the Academy about such decision without delay and in any event no later than upon the next meeting. The Board may cancel the Scientific Director's preliminary decision.
- (8) The Board of the Academy shall convene at least six times per annum. Stating the reasons, each Board member may propose convening an extraordinary meeting of the Board. If such proposal is supported by half of all members, such additional meeting shall be convened.

## **§ 7**

### **Office**

An Office shall be set up within the Academy, headed by an Administrative Director, who shall support the Scientific Director in performing his tasks.

**§ 8****Certification**

- (1) The Academy shall monitor compliance with quality standards in the qualification of its doctoral students.
- (2) Upon successful completion of a recognised programme of structured promotion of doctoral studies within the Academy, participants shall be issued a graduation certificate.
- (3) Such certificate shall be independent from and shall not replace the doctorate degree.

**§ 9****PhDs**

- (1) PhDs shall be conferred by the faculties.
- (2) If the Faculties tie admission as a PhD candidate and the conferral of a PhD as such to the provision of additional performance records, the above shall be deemed met in accordance of the General Conditions of the Regulations of Doctoral Studies of the Faculties of Friedrich Schiller University Jena (General Regulation of Doctoral Studies) upon successful completion of a recognised programme of structured promotion of doctoral studies within the Academy.

**§ 10****Evaluation**

- (1) The Academy's work shall be evaluated by the University's Senate in five-year intervals, for the first time three years after its establishment. The Senate may task one of its committees or an independent external committee with such evaluation. Criteria for the assessment of the Academy's quality and performance shall include in particular
  1. the scientific quality of certified degrees;
  2. the quality of qualification courses;
  3. the meaning of the institutions for cultivating the University's profile;
  4. the efficiency of the Academy's structures and organisations.The Executive Committee shall provide the information required for such evaluation.
- (2) The Senate shall prepare a written report about the Academy's development, which shall be made available to the University's Board and to the Executive Committee.
- (3) Within three months from receipt of the above report, the Executive Committee shall provide the University's Board with its comments, addressing the report's proposals and results regarding the Academy's future development.

- (4) The University's Board may request that the Academy is evaluated by an independent external advisory committee, which should consist of no less than five and no more than 7 external scientists.
- (5) The University's Board shall decide on the continued existence of the Academy and/or of its institutions and if required, shall initiate the required Senate resolutions.

### **§ 11**

#### **Equalisation Clause**

Names and titles in these Statutes shall equally apply to the feminine and masculine forms.

### **§ 12**

#### **Coming into Effect**

The present Statutes shall come into effect on the day following publication in the Official Journal of Friedrich Schiller University.

Jena, 17 April 2008

Prof. Dr. Klaus Dicke

Rector, Friedrich Schiller University