

## **Regulations of the Graduate School for Science, Medicine and Technology (OLTECH) at the University of Oldenburg**

**22 September 2016**

On 23 February 2016, the Presidential Board established the cross-faculty Graduate School for Science, Medicine and Technology (OLTECH) and entrusted it with specific tasks.

In its meeting of 24 August 2016, the University Senate of the University of Oldenburg adopted, in accordance with Section 41 of the Lower Saxony University Act (NHG), and building on the foundation of the School by the Presidential Board, the following Regulations of the Graduate School.

### **Preamble**

The Graduate School for Science, Medicine and Technology (OLTECH) is part of the graduate education programme at the University of Oldenburg. It offers opportunities for further development that are specially geared to the interests of the institutions participating in OLTECH to scientists who are pursuing a PhD or have just completed their PhD studies. These scientists come from all research and working areas of the participating Schools and the Department of Computing Science. By doing so, the Graduate School contributes both to the development of scientists' careers and to high-quality standards in science.

### **Section 1**

#### **Legal and organizational basis**

(1) The Graduate School for Science, Medicine and Technology of the University of Oldenburg (hereinafter called the Graduate School) is a joint scientific institution of:

- a) School II: School of Computing Science  
Business Administration Economics and  
Law,  
Department of Computing Science (DFI),
- b) School V: School of Mathematics and  
Science
- c) School VI: School of Medicine and Health  
Sciences.

(2) The Graduate School serves the further development of doctoral candidates of these Schools in a manner that is both cooperative, transdisciplinary and international, and committed to academic excellence. To this end, it cooperates with all scientific organizational units and structured programmes of the University and its partner universities for the further development of scientists

in the early stages of their career.

(3) The provisions of the Joint Doctoral Regulations of the Schools mentioned in (1) apply in their current version to the award of the doctoral degree *Doktor der Naturwissenschaften* (Dr rer. nat., Doctor of Science), *Doktor der Philosophie* (Dr phil., PhD, Doctor of Philosophy) or *Doktor der Ingenieurwissenschaften* (Dr-Ing., Doctor of Engineering). The Schools are responsible for the substantive and formal supervision and conduct of the doctoral degree procedure.

(4) In addition to the doctoral programmes and doctoral degree programmes, individual doctorates are also possible in the Schools.

### **Section 2 Tasks and purpose**

(1) The Graduate School offers services and opportunities that go beyond the courses offered of the individual departments and Schools and their research networks or benefit all participating departments and Schools. It ensures the coordination of the subject-specific and transdisciplinary courses on offer together with the teaching staff and the coordinators of the doctoral programmes and doctoral degree programmes as well as the coordination of the transdisciplinary courses with the courses of the Graduate School for the Social Sciences and Humanities (3GO) and the cross-disciplinary courses of the Graduate Academy.

(2) Upon completion of their doctoral programme or doctoral degree programme, students of the Graduate School receive, usually together with the doctoral certificate, a certificate or written confirmation from the Graduate School on their accomplishments beyond the doctorate.

(3) The tasks of the Graduate School include:

1. Participation in the further development of scientists in their early careers, both within and beyond their discipline,
2. The development and implementation of quality standards for transdisciplinary courses and services,
3. The coordination of subject-specific courses offered by doctoral programmes and doctoral degree programmes, in collaboration with the persons responsible for these programmes,
4. Promoting the principles of good scientific practice,
5. Promoting transdisciplinary cooperation and networking of PhD students,
6. Helping PhD students to independently organize specialist events as well as PhD

- and career events,
7. Building contacts in science and business,
  8. Promoting internationalization,
  9. Promoting equal opportunities,
  10. Supporting doctoral candidates with families.

### **Section 3 Membership**

(1) The following members and associates of the University of Oldenburg are members of the Graduate School:

- a) all scientists of the participating Schools who are entitled to supervise doctoral candidates in accordance with the Joint Doctoral Regulations of the Schools referred to in Section 1 (1) and are authorized examiners,
- b) all PhD students of Schools II (DFI), V and VI who have enrolled in a doctoral programme or doctoral degree programme in the framework of this Graduate School and, if applicable, other Schools of the University of Oldenburg.

(2) The Governing Board will decide on the applications of other scientists for membership.

(3) Individual PhD candidates of the Schools mentioned in Section 1 (1) will become members of the Graduate School on application. The application is to be addressed to the Governing Board.

### **Section 4 Bodies and Structure of the Graduate School**

(1) The bodies of the Graduate School are the Governing Board (details in Section 5) and the General Assembly.

(2) There is an Admissions Committee for each doctoral programme and each doctoral degree programme, and an Examining Board for each doctoral degree programme. The duties of the Admissions Committees and Examining Board of doctoral programmes or doctoral degree programmes and of the Admissions Committees for fast-track programmes are set out in the respective regulations.

(3) The General Assembly will be convened by the Governing Board at least once a year.

(4) The Graduate School has an office headed by a general manager. Details are in Section 6.

### **Section 5 Governing Board**

(1) The Graduate School is led by a Governing Board. This consists of:

- a) one member of the professors' group of each of the three participating Schools, who are nominated by the School concerned, elected by the General Assembly and confirmed by the Faculty Council concerned,
- b) one member from the group of PhD candidates of each of the three participating Schools, one of whom in an advisory capacity, who are elected by the group of PhD candidates in the General Assembly and confirmed by the Faculty Council concerned,
- c) one member from the group of coordinators of doctoral programmes, doctoral degree programmes and Research Training Groups of the Graduate School, in an advisory capacity,
- d) one Dean or Vice-Dean of the participating schools in an advisory capacity - for School II, the representative of the Department of Computing Science (DFI) in the Dean's office will assume this role,
- e) one member of the group of postdoc researchers in an advisory capacity, elected by the group of academic research staff in the General Assembly.

(2) The term of office of the Governing Board is two years.

(3) The Governing Board and the members mentioned in (1) (d) will elect from the group of three professors, an Executive Director and a number of deputies in a specified sequence. Their term of office will also be two years. The Governing Board may unanimously delegate decisions to the Executive Director.

The Executive Director will be in charge of the Graduate School office. They will delegate tasks to the general manager of the Graduate School, make decisions in the context of the financial plan agreed with the Governing Board on the proper use of the funds of the Graduate School, and represent the Graduate School in public. They will report to the Governing Board at its meetings and present the annual report on activities and financial planning in the academic year at least once a year to the participating Schools and the General Assembly.

(4) The Executive Director of the Graduate School will participate in an advisory capacity in the meetings of the Governing Board. They will be responsible for drawing up a financial plan and coordinating its approval in accordance with Section 7 (1) and (2).

(5) The General Rules of Procedure of the University apply unless otherwise stipulated in these Regulations. For the adoption of the financial plan, the majority of voting members of the General Assembly and the professors' group is required.

(6) The Governing Board will meet at the invitation of the Executive Director, but at least once a semester. A meeting must also be convened within one month if requested by a member of the Governing Board.

(7) The tasks of the Governing Board include, in particular:

1. Acknowledgement of the membership of the Graduate School pursuant to Section 3 (2) and (3),
2. Integration of doctoral programmes or doctoral degree programmes,
3. Development and approval of measures for further development or further research funding using resources raised by the Graduate School,
4. Development, monitoring, safeguarding and further development of the Graduate School's quality standards,
5. Further development of cross-disciplinary courses for further development,
6. Adoption of the annual report.

## **Section 6 Duties of the office**

The tasks of the office are as follows:

1. Running the current business of the Graduate School,
2. Preparation and implementation of the decisions of the Graduate School's Governing Board,
3. Coordinating and organizing the admission procedures for doctoral programmes and doctoral degree programmes,
4. Providing advice and support to PhD candidates - including those seeking a doctorate in the fast track - in determining how they will use the opportunities and services offered by the Graduate School and the Graduate Academy,
5. Identifying the need for specialist and transdisciplinary services and opportunities for doctoral candidates, plus coordination with the coordinators of doctoral programmes and doctoral degree programmes and Research Training Groups, as well as coordination with the Graduate Academy,
6. Conception, organization and coordination of services and opportunities for transdisciplinary education,
7. Organization of transdisciplinary events for doctoral candidates (e.g. consultations on the coming semester),
8. Organization of mentoring programmes for early-career scientists,
9. Providing special support to international doctoral candidates,
10. Supporting the Schools in the planning, development, application and establishment of doctoral programmes,
11. Coordination of the doctoral programmes and the services and opportunities offered by the Graduate School,
12. External presentation and public relations,
13. Supporting the Governing Board in the compilation of the annual report to be sent to the Schools and the General Assembly.

**Section 7**  
**Entry into force, withdrawal**

- (1) These Regulations will enter into force on the day after their publication in the Official Note of the University of Oldenburg.
- (2) By a written statement to the Governing Board, each School may end its participation in the Graduate School after an expiration period of two years.

Please note: This is an unofficial translation provided for your convenience only and does not have any legal binding effects! Only the German version is legally binding!