

Note: This is an automatic translation. It has no legal validity. Only the original German document is legally binding.

AMENDMENT OF THE STATUTES OF THE DOCTORAL CENTRE FOR SUSTAINABILITY SCIENCES AT DARMSTADT UNIVERSITY OF APPLIED SCIENCES, PUBLISHED IN THE OFFICIAL ANNOUNCEMENTS OF DARMSTADT UNIVERSITY OF APPLIED SCIENCES ON 28.03.2019

**Statutes of the Doctoral Centre for Sustainability Sciences at Darmstadt
University of Applied Sciences**

In accordance with § 53 of the Hessian Higher Education Act (HessHG) of 14 December 2021 (GVBl. 1 p. 931), last amended by the Act of 29.06.2023 (GVBl. p. 456), in its meeting on 18.06.2024, approved these statutes in the present version, which was adopted by the Executive Board of Darmstadt University of Applied Sciences on 25.06.2024 in accordance with § 43 para. 5 and para. 8 HessHG:

Content Preamble	2
§ 1 Name, legal status and registered office.....	2
§ 2 Tasks	2
§ 3 Membership.....	3
§ 4 Organ	4
§ 5 Management of the Centre	4
§ 6 General Assembly	5
§ 7 Member Council.	6
§ 8 Supervisory Board	6
§ 9 Scientific Advisory Board.....	7
§ 10 Doctoral Committee.....	7
§ 11 Meetings, Voting.....,	?
§ 12 Financing	8
§ 13 Dissolution, continuation regulation, termination	8
§ 14 Joining.....	8
§ 15 Entry into force	8
§ 16 Repeal	8

Note: This is an automatic translation. It has no legal validity. Only the original German document is legally binding.

Preamble

Darmstadt University of Applied Sciences founded the Doctoral Centre for Sustainability Sciences and established it in 2019. The implementing regulations of the Hessian Ministry of Science and the Arts are ensured. The aim of the doctoral centre is to promote young scientists at Darmstadt University of Applied Sciences in the field of research-oriented training in inter- and transdisciplinary issues in sustainability sciences. Darmstadt University of Applied Sciences has been granted the right to award doctorates in this field.

§ 1 Name, legal status and registered office

- (1) The Doctoral Centre for Sustainability Sciences is a central scientific institution of Darmstadt University of Applied Sciences in accordance with paragraph 5 of the Basic Regulations of Darmstadt University of Applied Sciences.
- (2) The institution is called the "Doctoral Centre for Sustainability Sciences", hereinafter referred to as "PZNW".
- (3) The PZNW is a platform for bundling research strengths in the context of obtaining one's own right to award doctorates in the field of sustainability sciences. § 4 para. 3 HessHG.
- (4) The headquarters of the PZNW and the associated office are the Graduate School of Darmstadt University of Applied Sciences.
- (5) The financial year of the PZNW is the financial year of the Darmstadt University of Applied Sciences.

§ 2 Tasks

- (1) The PZNW's task is to organise and carry out doctorates in sustainability sciences in accordance with a research programme. This includes in particular:
 - a) the further development of the content of the research programme;
 - b) the implementation and support of doctoral procedures in accordance with the doctoral regulations;
 - c) the Provision A needs-oriented Qualification Program in cooperation with the Graduate School of Darmstadt University of Applied Sciences;
 - d) a counselling service for doctoral candidates, supervisors and interested parties in cooperation with the Graduate School of Darmstadt University of Applied Sciences;
- (2) The task of the university is to support the PZNW and to provide administrative and institutional support for the associated doctoral candidates. This includes in particular:
 - a) the provision of the necessary resources for the implementation of the doctoral candidates' research work;
 - b) the enrollment of the corresponding doctoral candidates;
 - c) participation in the provision of a needs-based qualification programme and advisory services;
 - d) the Support the Professor:within, the Promotions look after or appraise;
 - e) the organisational handling of the doctoral procedure;

Note: This is an automatic translation. It has no legal validity. Only the original German document is legally binding.

- f) the receipt of the dissertation for publication;
- g) the completion of the doctorate and the awarding of the academic degree to the corresponding doctoral candidates;
- h) the provision of the necessary equipment for the administrative operation of the PZNW; above all financial, spatial and personnel matters. The supervisory board determines the equipment on the proposal of the centre management.

§ 3 Membership

- (1) Members of the PZNW are:
 - a) professorial members;
 - b) Associate Members;
 - c) Doctoral members
 - d) Employees of the PZNW office
- (2) The members have the right and the duty to actively participate in the fulfilment of the tasks of the PZNW and to participate in its self-administration within the framework of these statutes.

§ 3a Professorial Members

- (1) Professors at Darmstadt University of Applied Sciences can become members upon application if they:
 - a) have a doctorate themselves;
 - b) have acquired third-party funding that is personally attributable to them through competition and peer review processes. The following applies: The sum of third-party funding raised over three years is 150,000 euros or an average of 50,000 euros per year over up to six years);
 - c) have regular scientific publications of their own research results in quality-assured journals and/or conferences recognised for the respective discipline or as monographs in renowned specialist publishers;
 - d) professionally fit the PZNW.
- (2) For admission to the PZNW, experience in doctoral supervision (proof of active support of doctoral procedures or participation in examination committees) should be available.
- (3) The criteria under subsection (1) may be supplemented on a subject-specific basis in consultation with the Scientific Advisory Board.
- (4) Deviations from para. 1 b) to d) are possible in exceptional cases if the Scientific Advisory Board otherwise justifies the special research strength and suitability for the PZNW.
- (5) When evaluating research performance, the specifics of application-oriented research must also be taken into account. The current national and international discussions on suitable criteria for application-oriented research are to be taken into account.
- (6) The decision on admission is made by the Supervisory Board on the recommendation of the Centre Management, which must be accompanied by a statement from the Scientific Advisory Board.
- (7) Membership ends when the Supervisory Board passes a resolution to this effect on the proposal of the Center Management, and a professorial member takes over the

Note: This is an automatic translation. It has no legal validity. Only the original German document is legally binding.

university or a professorial member applies for his or her resignation. Professorial membership does not automatically end when the employee leaves the service or when individual requirements for admission as a professorial member cease to apply. ongoing doctoral procedures are to be completed.

§ 3b Associate Members

- (1) Professors who do not work at Darmstadt University of Applied Sciences can become associate members for the secondary supervision of a doctoral procedure in justified cases if they meet the criteria in § 3a.
- (2) Associate membership commences upon application by decision of the Supervisory Board.
- (3) As a rule, membership ends automatically upon completion of the doctoral procedure for which associate membership has been applied for, or, in exceptional cases, also by decision of the supervisory board.
- (4) Associate members may not be members of the organs, but may accompany them in an advisory capacity.

§ 3c Doctoral Candidates Members

- (1) The Membership begins with the Assumption than PhD student through the Doctoral Committee of the PZNW.
- (2) The Membership ends after Successful Promotion, Resignation of the doctoral project or by decision of the doctoral committee.

§ 3d Membership of the employees of the PZNW office

- (1) Membership arises when you take up work at the PZNW office.
- (2) Membership ends with the termination of the activity in the PZNW office.

§4 Organs

The organs of the PZNW are:

- a) the management of the centre (§ 5);
- b) the General Assembly (§6)
- c) the Members' Council (§ 7);
- d) the Supervisory Board (§ 8)
- e) the Scientific Advisory Board (§ 9)
- f) the doctoral committee (§10)

§ 5 Center Management

- (1) The centre management consists of
 - a) the speaker;
 - b) the deputy spokesperson;
 - c) a representative of the staff of the PZNW office.

Note: This is an automatic translation. It has no legal validity. Only the original German document is legally binding.

- (2) The members of the centre management are elected by the members of the respective member group at the general meeting of the PZNW for a period of three years. Re-election is possible.
- (3) The management represents the PZNW in its scientific affairs both internally and externally.
- (4) The management of the PZNW may adopt its own rules of procedure.
- (5) The centre management manages the business of the PZNW.
- (6) The tasks of the centre management include, in particular:
 - a) the organisational facilitation of the exercise of the right to award doctorates;
 - b) the examination of applications for admission to the PZNW and their forwarding to the Scientific Advisory Board and the Supervisory Board, which decide on admission by mutual agreement;
 - c) coordination with the doctoral committee;
 - d) the appointment of external relatives in the doctoral committee in accordance with the doctoral regulations;
 - e) the external presentation of the PZNW, whereby § 44 (1) HessHG remains unaffected;
 - f) implementation of the budget planning of the PZNW;
 - g) the fulfilment of the annual reporting obligation to the Member Council and the Supervisory Board;
 - h) Cooperation with the Graduate School of Darmstadt University of Applied Sciences and the participating departments, facilities and departments of Darmstadt University of Applied Sciences;

§ 6 The General Assembly

- (1) The spokesperson or deputy convenes and chairs the meeting.
- (2) Every duly convened general meeting has a quorum regardless of the number of attendees, whereby the group of professors must have a majority of votes.
- (3) The General Assembly is responsible in particular for the following tasks:
 - a) Receipt and approval of the annual report;
 - b) Election of the members of the Members' Council;
 - c) Election of the members of the Centre „Committee“;
 - d) Election of the members of the doctoral committee.
- (4) Each member can be represented by another member at the general meeting or can represent another member there. For this purpose, a written power of attorney is required, which must be issued separately for each general meeting.
- (5) Resolutions of the General Assembly are passed by a simple majority of the votes cast by the members present, unless otherwise prescribed by law or statutes. Equal votes are considered a rejection.
- (6) The general meeting is not public. The chairman of the meeting may admit guests.
- (7) Extraordinary general meetings are convened:
 - a) if the centre management deems it necessary;
 - b) if at least one third of the members request it in writing.

Note: This is an automatic translation. It has no legal validity. Only the original German document is legally binding.

Note: This is an automatic translation. It has no legal validity. Only the original German document is legally binding.

§ 7 Member Council

- (1) The member council of the PZNW consists of
 - a) of the Centre Management;
 - b) four professorial members, two each from the technical/scientific and two from the non-technical/scientific fields;
 - c) three doctoral students.
- (2) The members of the member council are elected by the members of the respective member group in the general assembly of the PZNW for a period of three years, doctoral candidates for a period of one year. Re-election is possible.
- (3) The member of the Executive Committee responsible for research and development is invited to the meetings of the Member Council and has an advisory role; he or she can be represented.
- (4) An extraordinary meeting may be convened by the Centre Management or the Supervisory Board if necessary or at the written request of at least one third of the members.
- (5) The Members' Council has a quorum if at least half of its members with voting rights are present, whereby the group of professors must have a majority of votes.
- (6) The tasks of the Membership Council include:
 - a) Recommendations for the development of the PZNW;
 - b) the design, further development and implementation of the doctoral degree regulations, the research programme and the qualification programme;
 - c) advising on the resources required by the PZNW;
 - d) Development and safeguarding of quality standards in the PZNW;
 - e) may arrange for new elections of the Centre Management by resolution of at least three quarters of its members.

§ 8 Supervisory Board

- (1) The Supervisory Board consists of:
 - a) the President of Darmstadt University of Applied Sciences;
 - b) the Chancellor of Darmstadt University of Applied Sciences;
 - c) the Vice President for Research at Darmstadt University of Applied Sciences;
 - d) the spokesperson of the PZNW (in an advisory capacity);
 - e) a representative of the PZNW office (in an advisory capacity) and
 - f) a representative of the Hessian Ministry of Higher Education, Research and the Arts (in an advisory capacity)
- (2) The Supervisory Board
 - a) oversees the institutions;
 - b) decides on the membership (admission or exclusion) of professorial members on the proposal of the Center Management and on the basis of the opinion of the Scientific Advisory Board;
 - c) receives the annual report of the Centre Management;
 - d) takes a position on fundamental strategic issues as well as budgetary and personnel decisions vis-à-vis the centre management if necessary;
 - e) confirms the business plan;
 - f) can fill a vacant office in the PZNW on a provisional basis until it is elected

Note: This is an automatic translation. It has no legal validity. Only the original German document is legally binding.

Note: This is an automatic translation. It has no legal validity. Only the original German document is legally binding.

- is again regularly occupied;
- g) determines the necessary financial, spatial and personnel resources of the PZNW on the proposal of the Centre Management;
- h) is the guardian of the personal responsibility of the doctoral centres, including financial responsibility.

§ 9 Scientific Advisory Board

- (1) The Scientific Advisory Board advises the PZNW and supports it in its technical orientation and further development.
- (2) The Scientific Advisory Board consists of at least six external persons. These are scientists from universities of applied sciences (UAS) and universities as well as at least one other external person with a social mission.
- (3) The members of the Scientific Advisory Board are appointed by the Center Management in agreement with the Supervisory Board. The Hessian Ministry of Higher Education, Research and the Arts appoints the members. The term of office is usually four years.
- (4) The Scientific Advisory Board
 - a) comments to the Centre Management on the proposals for the admission and exclusion of professorial members of the PZNW;
 - b) comments to the Center Management as to whether the professorial members are sufficiently active in research and supervision;
 - c) advises the Member Council on the (further) development of the research and qualification programme;
 - d) advises the Member Council on fundamental strategic issues.

§ 10 Doctoral Committee

More information about the doctoral committee is regulated in the doctoral regulations of the PZNW.

§ 11 Meetings, Voting

- (1) Each center body meets at least once a year, the meetings are coordinated by the center management.
- (2) Invitations to meetings for centre bodies must be made available to the respective relatives at least two weeks in advance, stating the place, time and agenda. In the case of extraordinary meetings, the invitation period is shortened to one week.
- (3) Meetings, votes and elections can be held in person, virtually, hybrid or by circulation. Votes are open, unless secret elections are requested from among the members. Elections must be conducted by secret ballot if at least one third of the members of a body present are in favour of secret ballots.
- (4) The minimum participation quorum for voting, if any, is laid down in the regulation of the body. Each voter has either one yes vote or one no vote per vote or election or can abstain. Resolutions are passed by a simple majority of the votes cast by the members present.

Note: This is an automatic translation. It has no legal validity. Only the original German document is legally binding.

Note: This is an automatic translation. It has no legal validity. Only the original German document is legally binding.

- (5) If a period for a vote is not otherwise specified, it must be set as binding.
- (6) Minutes of meetings of all bodies must be drawn up, signed by the executive committee and made available to the members as soon as possible.
- (7) Minute-takers who are not members of the PZNW are entitled to participate in the meetings. They are obliged to maintain secrecy about the knowledge they acquire through their work as secretaries in examination matters; they confirm this obligation by their signature, which is placed on the file.

§ 12 Financing

The PZNW is financed by:

- a) central budget of the university;
- b) third-party, federal or state funds raised or available for its tasks;
- c) Donate.

§ 13 Dissolution, continuation regulation, termination

- (1) After statements by the Centre Management, the Member Council and the Senate, the Presidium can dissolve the PZNW in accordance with the provisions of the Hessian Higher Education Act.
- (2) In the event of the dissolution of the PZNW or the departure of the supervisor from the PZNW, ongoing doctoral procedures should be completed. This also applies regardless of the outcome of the evaluation of the right to award doctorates. Further regulations are regulated by the doctoral regulations.

§ 14 Accession

It is possible for other universities to join.

§ 15 Entry into force

These statutes shall enter into force on the day following publication.

§ 16 Repeal

The statutes of 28.03.2019 cease to be in force with the publication of these new statutes

Prof. Dr. Arnd Steinmetz
President of Darmstadt University
of Applied Sciences

Note: This is an automatic translation. It has no legal validity. Only the original German document is legally binding.