**Regulations**

**Graduate Center Social Sciences and Technology**

**Preamble**

On the basis of § 3 Para. 2 of the Statute of the TUM Graduate School (Statute TUM-GS) of 23.08.2021, the following regulations for the Graduate Center of Social Sciences and Technology are adopted.

**§ 1**

**Name and position within the TUM Graduate School**

The Graduate Center of Social Sciences and Technology (GC SoT) is part of the School of Social Sciences and Technology and the TUM Graduate School, which is a central scientific institution of TUM. The name and image of the graduate center are based on the corporate design of TUM and TUM Graduate School.

**§ 2**

**Objectives and tasks**

1. The regulations according to § 2 as well as § 14 of the TUM-GS Statute of 23.08.2021 on the goals and tasks of the TUM-GS and the graduate centers apply. The objectives and tasks as laid down in the TUM-GS statute are fulfilled by the graduate centers in particular in the following form:
	1. Promotion of doctoral students in accordance with the subject culture
* Promotion of networking among doctoral candidates
* Identifying the need for subject-specific events in exchange with the doctoral researchers and supervisors.
* Offering and coordinating subject-specific events within the framework of the qualification programme
* Support in the organisation of events that go beyond the chair/professorship level (e.g. interdisciplinary summer/winter school, interdisciplinary workshops, personal development and professional training, etc.)
	1. Coordination of international exchange
* Advice on stays abroad
* Support in organising stays abroad for doctoral students
* Support in organising visits by guest researchers
	1. Support for interdisciplinary qualification
* Support for events specially tailored to the needs of the School's doctoral students
* Coordinating and organising seminars on diversity issues as well as trainings tailored to the subject culture for female doctoral candidates
	1. Quality management of the doctoral procedures and administration
* Advising doctoral candidates on the doctoral process and on membership in the TUM-GS
* Announcement of the School and subject-specific qualification programme
* Budget planning and use of TUM-GS funding and, if applicable, funding from the GC-SoT
* Basic administration of doctoral students: Supervision agreement, exposé, feedback discussion, annual update of membership, documentation of the completed qualification programme, certificates, etc.
* Announcement of the public academic research institutions recognised by the School of Social Sciences and Technology in accordance with the subject culture as per § 16 Para. 7. TUM-GS Statute in the version of 23.08.2021
* Reporting, interface with the TUM-GS office, participation in working meetings and seminars as well as in special working groups
* Press and public relations
* Coordination of the elections of the board members
	1. Consulting
* First point of contact for doctoral students in conflict situations
* Liaison to supporting central institutions of the TUM
	1. Networking
* Organisation and promotion of events specially tailored to doctoral students (e.g. retreats, seminars, colloquia, etc.).
* Promoting the exchange between doctoral researchers beyond TUM, especially with doctoral researchers from joint doctoral programs (BayWiss) or with the Fraunhofer Gesellschaft (FhG), the Helmholtz or Leibniz Association, etc.
* Interface to Alumni/Career/Industry
	1. Gender and Diversity Mainstreaming with the aim of equal opportunities for young scientists researchers by:
* Providing information on the support available within the TUM and TUM-GS (family service, inclusion, gender equality, diversity)
* Regular review and adjustment of all internal processes and structures of the GC-SoT regarding the goal of equal opportunities
1. The tasks mentioned in para. 1 shall be carried out in coordination with the TUM-GS office.

**§ 2**

**Structure**

The regulations according to § 3 and § 14 of the TUM-GS Statute of 23.08.2021 concerning the structure of the TUM-GS and the graduate centers apply.

**§ 3**

**Bodies**

The bodies of the Graduate Center are:

(1) the Executive Board (§ 8),

(2) the spokesperson of the Graduate Center (§ 9),

(3) the representation of the doctoral candidates (§ 10).

**§ 4**

**Membership**

* + - 1. The regulations according to § 5 Statute TUM-GS on membership apply. Accordingly, after a successful formal examination by the degree-awarding institution, doctoral candidates are provisionally members of the Graduate Center of Social Sciences and Technology to which they applied for admission accordance with § 5 Para. 2 of the TUM-GS Statute. Upon registration in the doctoral list, the doctoral candidates are members of the Graduate Center.

**§ 5**

**Associate members**

Under the conditions of § 6 of the TUM-GS Statute, further persons may be admitted as associated members of the Graduate Center of Social Sciences and Technology.

**§ 6**

**Rights and duties of members**

With regard to the rights and duties of members of the Graduate Center of Social Sciences and Technology, the regulations according to § 7 Statute TUM-GS apply accordingly.

**§ 7**

**Executive Board**

1. The Executive Board of the Graduate Center consists of:
	1. the spokesperson (§ 9),
	2. the deputy spokesperson (§ 9),
	3. 3 representatives of the doctoral researchers (§ 10),
	4. the Managing Director of the Graduate Center (without voting rights).
2. The Executive Board decides on the strategic orientation of the Graduate Centre, reviews the implementation of the objectives according to § 2 and launches initiatives for the further development of the Graduate Center. Furthermore, it is responsible for the following tasks:
	1. Developing and ensuring the subject-specific qualification concept as well as its quality control and coordination within the TUM-GS,
	2. Preparing the Graduate Center's work report to the TUM-GS Board of Directors,
	3. Advising on budgetary matters, implementation and quality management of the procedures for the internal distribution of budgetary means,
	4. Implementation of the TUM Diversity Code of Conduct as part of the doctoral qualification,
	5. Coordinating cooperation with other graduate centers at TUM, other universities and non-university partners.
	6. Drafting proposals for changes to the Graduate Center's regulations.
3. The Board shall meet at least twice a year. The meetings shall be chaired by the spokesperson or his/her deputy.
4. The Executive Committee may adopt rules of procedure.

**§ 8**

**Spokesperson of the Graduate Center**

* + - 1. The spokesperson chairs the Graduate Center. He or she resides with the tasks set out in § 11 Statute TUM-GS.

The spokesperson of the Graduate Center and his/her deputy must be full-time, tenured professors of the TUM. They are elected by the School.

* + - 1. The School Council proposes the appointment of the elected person to the head of the doctoral supervising institution. The term of office is three years. Reappointment is possible.

**§ 9**

**Representation of doctoral candidates**

* + - 1. The Graduate Center delegates three doctoral candidates as members of the Graduate Council in accordance with § 12 TUM-GS Statute.
			2. The doctoral representatives shall be elected by the doctoral candidates of the Graduate Center by secret ballot using ballot boxes, a suitable software or postal vote. All doctoral researchers who are members of the Graduate Center at the time of the announcement of the candidates are eligible to vote and to be elected.
			3. Elections are held as plurality vote per list. This means that the names of all candidates appear on the ballot of all candidates and all persons can be elected individually. The candidates who receive the most, second most and third most votes by a simple majority are elected. In the event of a tie, a new election is required.
			4. The election shall be organised by the Graduate Center's office.

**§ 10**

**Office**

* + - 1. The office of the Graduate Center shall be headed by a managing director. The managing director shall be appointed by the head of the degree-awarding institution and the spokesperson of the Graduate Center in accordance with the Graduate Dean.
			2. The office is responsible in particular for:
	1. Organisation and handling of the tasks of the Graduate Center (§ 2),
	2. Cooperation with the office of TUM-GS,
	3. Personnel, reporting and financial management,
	4. Organisation of the elections according to § 9 and 10.

**§ 11**

**Passing of Resolutions, Elections, Taking of Minutes**

The regulations according to § 15 Statute TUM-GS of 23.08.2021 on the passing of resolutions, elections, protocolling apply.

**§ 12**

**Qualification programme**

The regulations according to § 16 Statute TUM-GS of 23.08.2021 on the qualification programme as well as the regulations according to § 8 No. 1 of the TUM Doctoral Regulations of 23.08.2021 shall apply. The following elements within the framework of the qualification programme must be delivered and evidence thereof provided on an obligatory basis before the submission of the dissertation:

* 1. membership in the TUM Graduate School for at least two years,
	2. participation in the kick-off seminar,
	3. participation in subject-specific courses of at least 6 semester hours, which may be spread over the entire duration of the doctorate,
	4. the for the scientific qualification appropriate active involvement of the doctoral candidate in the academic environment of the TUM,
	5. a documented feedback discussion with the supervisor about the doctoral project which takes place no later than 2 years after entry into the TUM-GS,
	6. a discussion of the research project in the international scientific community.

**§ 14**

**Cases of conflict**

The regulations on cases of conflict according to § 18 Statute TUM-GS of 23.08.2021 apply.

**§ 15**

**Final Provisions and Entry into Force**

1. Pursuant to § 3 Para. 2 of the TUM-GS Statute, additions or amendments to these regulations require the approval of the Board of the TUM Graduate School and the Presidential Board of the TUM.
2. 1These regulations shall enter into force on 01.10.2021. 2Concurrently, the regulations of the graduate centers of the TUM School of Education and the TUM School of Governance as well as of the Munich Center for Technology in Society shall cease to have effect. 3Whoever was already a member of one of these graduate centers as of 30.09.2021 fulfils the qualification programme of the previously applicable regulations. 4If this is no longer possible, the graduate center shall make appropriate arrangements, taking into account the protection of the doctoral candidate's legitimate expectations. 5On application to the Graduate Center, existing members may change to the new regulations without the deviating terms mentioned in sentence 3. 6The declaration is binding.

PLACE, DATE Signature SVP Kramer