

“Research Committee of the University of St.Gallen” Regulations

of 14 December 2015

Based on Section 30 (3) of the University Statutes of 25 October 2010¹ the Senate of the University of St.Gallen herewith passes the following regulations:

Section 1 Tasks

¹The Research Committee shall perform responsibilities in the area of research, in particular in research promotion and policy.

²The Research Committee shall be informed and, upon request, heard on any questions related to the University’s research policy. The Research Committee may make applications to the academic bodies of the University. It advises the other bodies of the University on questions related to research upon their request.

³The Research Committee decides on and supervises the use of the research funds of the University which it awards.

⁴Details of the treatment of grant applications will be regulated by the Senate Committee in regulations which, specifically, determine the procedure applicable to the advertisement and assessment of grant applications.

Section 2 Constitution

¹The following are members of the Research Committee:

- a) The Rector or a Vice-Rector appointed by the same;
- b) The President, who shall be one of the University's full professors;
- c) A representative of each department, who shall be one of the University's full professors;
- d) A member of the non-professorial teaching staff;
- e) A student at doctoral level;

²In special cases the Senate may appoint additional persons as members.

³In addition, a deputy must be elected for each member. The voting right of the members will be delegated to their deputy if they are prevented from attending.

⁴The President may, with the consent of the Rector, appoint additional persons with an advisory vote.

⁵The President heads the Research Committee and, in particular, performs the following tasks:

- a) Representation of the Research Committee externally; this authority may be delegated to a different member of the Research Committee;
- b) Calling, preparing and heading the committee meetings.

Section 3 Election and term

¹The Senate appoints the members of the Research Committee and their deputies and elects the President. The representatives of the non-professorial teaching staff and the doctoral level are chosen by the corresponding body.

²The term of office of the members of the Research Committee normally commences on each 1st of February and is of two years’ duration. In derogation of the above, the representative of the doctoral level commences on 1st of June for a term of one year.

³The total term of office of a member of the Research Committee may not exceed eight years. The President’s term is likewise limited to eight years; any term of office prior to the Presidency is not included in this calculation.

Section 4 Mode of operation

¹The Research Committee convenes annually for at least two ordinary meetings. It may form working groups to prepare particular business and, in urgent cases, act as executive body where permissible.

¹ sGS 217.15

²The current business of the Research Committee is managed by the Research Committee Office. The Office is nominated by the Rector in agreement with the President of the Research Committee.

Section 5 Resolutions

¹At least one half of the members entitled to vote must be present for the Committee to be quorate.

²A simple majority of members present and eligible to vote is sufficient for a resolution to be passed. In the event of equality of votes the President shall have the casting vote.

³In urgent cases the President may initiate a resolution passed by circular, or pass a presidential resolution. A resolution by circular is deemed passed if the majority of members assents. The President may pass unilateral presidential resolutions involving a maximum of CHF 10,000. The Committee must be informed of such resolutions at the latest at the next meeting.

Section 6 Suspension

¹The members of the Research Committee shall be suspended and refrain from participating in the preparation of application assessments and resolutions in the event of any possibility of bias². In cases of doubt the President shall decide on the existence of such grounds.

Section 7 Meetings

¹Meetings shall be arranged to enable all Committee members to attend wherever possible. Dates are set one year in advance wherever possible.

²An invitation including agenda is issued in writing by the Research Committee Office at least two weeks prior to the date of the meeting.

³Documentation pertaining to the meeting is provided to the members with the invitation wherever possible.

⁴Meetings of the Research Committee are not public.

⁵Meetings are minuted. In particular, the reasons for rejection or acceptance of applications to the Research Committee must be included in the minutes.

Section 8 Secrecy pertaining to the Committee

¹For the duration of their term and beyond the termination of their term members shall observe confidentiality with regard to applications and the personal information of the applicants.

Section 9 Duty of information

¹The Research Committee reports its activities annually to the Senate and the University Council.

Section 10 Entry into force and revocation of previous regulations

¹These regulations are to be published within the University and enter into force on 1 February 2016.

²The Research Committee Regulations at the University of St.Gallen of 26 November 1976 are revoked.

² In terms of Section 7 of the Law on Administrative Justice (sGS 951.1) and Section 10 of the Guidelines for the Integrity of Scientific Work of 24 February 2015.