

University charter of the University of Oldenburg

dated 14 June 2016

On 4 May 2016, the Senate decided on the following reformulation of the University charter of the University of Oldenburg dated 28 November 2007 (Official notices 8/2007, 329 ff., last amended on 5 September 2014, Official notices 3/2014, 181 f.) pursuant to Section 41.1.3 of the Lower Saxony Higher Education Act (NHG). The Lower Saxony Ministry of Science and Culture (MWK) approved the reformulation by decree of 27 May 2016 - Az. 22-70022-13- 1/97 - pursuant to Section 41.1.4 in conjunction with Section 51.3.1 of the Lower Saxony Higher Education Act (NHG).

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Fundamentals

1

Name, legal status and seal

- (1) The name of the University is "University of Oldenburg".
- (2) ¹The university is a scientific higher education institution. It is under the state responsibility of the State of Lower Saxony and is a public body with the right of self-administration. ²Its affairs are governed by the University charter and further regulations.
- (3) The university maintains its own seal in matters of self-administration.

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Duties

- (1) ¹The university's duties are derived from Section 3 of the NHG. ²It is dedicated to the cultivation and development of the sciences and arts and professional qualification by means of research, teaching, study and further education. ³It fulfils its duties in freedom, self-determination and commitment to human rights, the natural environment and the peaceful development of humanity. ⁴Aware of its responsibility to society and the natural environment, it deals with the possible consequences of the dissemination and use of its research results. ⁵The university promotes the link between academia and societal practice. ⁶In performing its duties, it advocates the elimination of societal disadvantages. ⁷It cooperates with other universities, responsible government agencies and other relevant institutions. ⁸The university takes into account the particular problems and needs of people in the region.
- (2) ¹The university rejects any participation in science and research with a military use or objective. ²The purpose of research carried out at the university and as part of collaborative projects is the acquisition and application of scientific knowledge, its general dissemination and practical use for peaceful purposes and purposes that preserve the natural foundations of life. ³In case of doubt, the applicant of a research project shall provide proof that the intended research objective does not serve military purposes.
- (3) ¹All members and associates of the university taking part in research shall bear in mind the consequences of scientific and artistic knowledge. ²If they become aware of results of research, especially at the university, that may pose a risk to health, life or peaceful coexistence, they must inform the competent committee according to the Regulations of the Committee for Ethics and Research Impact Assessment.
- (4) ¹In order to fulfil its duties, the university maintains relationships with social, cultural and political institutions and organisations as well as those in professional and economic life. ²It fosters cooperation with workers' and employers' organisations.
- (5) ¹The university is committed to the principle of the collaborative fulfilment of its duties. ²It fosters and encourages open and university-wide discussion and debate about its goals, structures and working practices.
- (6) ¹The university guarantees the freedom and plurality of scientific and artistic opinions, questioning, methods, statements, communication and information. ²The rights of freedom according to this university charter are exercised in the responsibility of scientific work towards society. ³Exercising these rights does not exempt members from considering the rights of others or from observing the regulations that govern life together at the university. ⁴Honesty, integrity and reason have the utmost priority in scientific and artistic work. ⁵The Senate shall determine principles of good academic and artistic practice and procedures in the event of suspected academic or artistic misconduct, by means of appropriate regulations.

(7) ¹The university is committed to promoting the integration of people with disabilities or chronic illnesses and shall consider their specific needs in plans and developments. ²At the recommendation of the student representative of the Senate, the Presidential Board shall also appoint an officer to represent the interests of students with disabilities or chronic illnesses with a term of office in accordance with Section 10.7.1 of this university charter.

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Members and associates

(1) The membership of the university is governed by the NHG. The details of participation shall be determined by Section 10 of this university charter.

(2) ¹Anyone who works at the university, without being a member of it, as well as any external University Council member pursuant to Section 52.2.2.1 of the NHG is an associate of the university. ²Honorary citizens, honorary senators, retired professors or professors who have dispensation as well as visiting speakers are also associates of the university. ³Associates also include anyone who participates in or otherwise supports centres, institutes or other subdivisions of the schools, without being employed within the meaning of paragraph 1, and who has been admitted there as an associate by resolution for the duration of their participation or support. ⁴Persons who work in institutes associated with the university may be admitted as an associate by resolution of an institute or another subdivision of the relevant school for the duration of their work in the associated institute.

(3) Associates may be assigned an advisory position in the school bodies (Dean's Office, School Council) for the fulfilment of the university's duties.

(4) ¹Associates of the School of Medicine (as defined in Section 63 i of the NHG), who are also employed in the partner hospitals, can be appointed as members with voting rights in the Dean's Office and in the *governing committees* (5.4.2 and 5.4.3 in this university charter) of the School of Medicine. ²Such associates may also be granted the same rights and duties in the clinical departments of the School of Medicine in the self-administration of the departments as members of the School of Medicine; further details are laid out in the regulations of the School of Medicine, which shall be subject to the approval of the Presidential Board.

(5) Members and associates of the university have the right to use all university institutions within the framework of the applicable regulations.

I. University and school bodies

I.1 Central university bodies

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Central bodies

The central university bodies are the Senate, the Presidential Board and the University Council pursuant to Section 36.1 of the NHG and the joint steering committee with the Jade University of Applied Sciences pursuant to Section 54(a).1 of the NHG.

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University Senate

(1) ¹The Senate has 13 members with voting rights. They are directly elected according to group. ²The composition of the Senate shall be as follows:

- 7 members who are professors or lecturers
- 2 members of academic staff
- 2 student members
- 2 members who are administrative or technical staff

(2) ¹The members of the Presidential Board shall be members of the Senate in an advisory role: the President shall preside without voting rights. ²The Deans or their representatives from the Dean's Office pursuant to Section 8 of this university charter, the equal opportunities officer, one staff representative, one representative each from the student body, the Centre for Teacher Training and Didactics and the central institutions are advisory members of the Senate. ³One doctoral candidate shall take part in the public meetings of the Senate in an advisory capacity. ⁴The Senate may appoint additional advisory members for the current term of office by a simple majority.

(3) ¹Notwithstanding clause 3, the Senate shall be responsible for passing resolutions on regulations that affect more than one school. ²The School Councils shall be responsible for the regulations of the schools including school-related admissions regulations in accordance with Sections 18 and 44 of the NHG. ³They are also responsible for joint regulations of several schools with the exception of examination regulations applicable to the entire university, which may be issued by the Senate. ⁴School regulations must be submitted to the Senate for information.

(4) ¹The Senate may form committees ¹²in preparation for the performance of its duties. ²All status groups must be represented in these committees. ³The Senate shall stipulate the number of members, their distribution among the member groups as well as their duties by a majority of two thirds of its members. ⁴In non-permanent committees, all groups represented in the Senate shall be equally represented unless the Senate decides otherwise by a two thirds majority.

(5) The Senate shall appoint the following permanent committees:

- a. the University Development Planning Committee (5:2:1:1)
- b. the Committee for Research Impact Assessment and Ethics (4:1:1:1)
- c. the Equal Opportunities Committee (2:2:2:2)
- d. the Mediation Committee (1:1:1:1 + 2 advisory members who are professors or lecturers)
- e. the Committee for the Promotion of Research and Young Academics (2:2:2:2)
- f. the University Charter Committee (3:3:3:3)
- g. the Committee for the Appointment of Honorary Citizens and Honorary Senators / Awarding of the University Medal (4:1:1:1)
- h. the Committee for the Cooperation with Trade Unions (2:2:2:2)
- i. an Investigation Committee for Artistic and Academic Misconduct

¹More details on the procedures and tasks of the Committee for Research Impact Assessment and Ethics as well as the Investigation Committee for Artistic and Academic Misconduct are respectively set out in separate regulations. ²For the other committees, more detailed provisions may be made in separate regulations.

¹This is a simplification of the original German text which differentiates between „Kommissionen“ und „Ausschüssen“; the corresponding definitions in clauses 2 and 3 of the original German text have been omitted.

² (In accordance with the order specified in 16.2.4 of the NHG: lecturers or professors, academic staff, students and administrative or technical staff)

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Presidential Board

- (1) The Presidential Board consists of:
- a. the President
 - b. a full-time Vice President for Administration and Finance, who is also responsible for the university budget pursuant to Section 9 of the state budget code (LHO), and
 - c. three part-time Vice Presidents.

¹The term of office of the part-time Vice Presidents is two years. ²At least half the members of the Presidential Board shall be women. ³The Presidential Board decides on the allocation of responsibilities within the framework of legal provisions.

- (2) The President is represented by the full-time Vice President in legal and administrative matters.
- (3) ¹Notwithstanding clause 2, the election of the full-time members of the Presidential Board is preceded by a public call for applications. ²Appointment or nomination for a further term of office can be made without a call for applications by a majority of two thirds of the members of the Senate and with agreement of the University Council.

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University Council

The term of office of the members of the University Council is four years.

I.2 School bodies

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Dean's Office

- (1) The Dean's Office of a school consists of:
- the Dean
 - a Dean of Studies and, if needed, a deputy Dean of Studies
 - by decision of the School Council with two thirds of its members, usually no more than two Vice Deans

¹The Dean of Studies is elected in accordance with Section 45.4.1 of the NHG. ²The term of office of the part-time members of the Dean's Office is two years.

- (2) ¹Upon request, the part-time members of the Dean's Office (not their deputies) may be released from their official duties as professor either in part or in full for the duration of their term in office. ²The total scope of release from duties of all members of the Dean's Office, with the exception of the Deans of Studies, must not exceed the scope of the official duties of one person.

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School Council

(1) ¹The School Council has 13 members with voting rights. ²They are directly elected by group. The members of the School Council with voting rights are:

- 7 members who are professors or lecturers
- 2 members of academic staff
- 2 student members
- 2 members who are administrative or technical staff

(2) ¹The Dean shall preside without voting rights. ²The members of the Dean's Office as well as the local equal opportunities officer of the school are advisory members of the School Council. ³One doctoral candidate shall take part in the public meetings of the School Council in an advisory capacity.

II. Self-administration

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**Regulations, confidentiality, resolutions,
terms of office, student initiatives**

(1) ¹The Senate shall adopt General Rules of Procedure, a code of ethics and a mission statement in order to regulate participation of members and associates in self-administration. ²The Senate, School Councils and committees for self-administration should meet in public as far as permissible. ³*Committees* as defined in this university charter shall include all self-administration units formed by the bodies (see Section 5 (4)).

(2) ¹Members of the university must not derive any advantage or disadvantage from their involvement in self-administration. ²They are not bound by instructions in these positions. ³Members who as such are in a service

For employment relationship with the university shall at the same time fulfil their duty to participate in self-administration as a duty incumbent upon them in the course of their service.

(3) Anyone who participates in closed meetings of bodies and committees is bound to secrecy regarding the deliberations and decision-making and must handle consultation documents confidentially.

(4) ¹Anyone part of a body or committee in an advisory capacity has all the rights of a member with the exception of voting rights. ²If the legal relationship underlying an election or a transfer of office expires or is suspended, the mandate and the transfer of office shall expire or be suspended.

(5) ¹Those persons who may derive a direct personal advantage or disadvantage for themselves or someone close to them within the meaning of Section 1.1 of the Lower Saxony Administrative Procedures Act (VwVfG), in conjunction with 20.1 in conjunction with 5 of the Administrative Procedures Act (VwVfG) as amended, shall be excluded from deliberations and decisions, or if there are further statutory grounds for exclusion. ²If, in accordance with Section 1.1 of the Lower Saxony Administrative Procedures Act (VwVfG), in conjunction with 21 of the Administrative Procedures Act (VwVfG) or supplementary regulations of a university code of ethics, there is reason to doubt the impartial exercise of office or professional judgement, or if the existence of such a reason is alleged by one of the participants, the body or committee shall decide on the bias or concern of bias (20.4.2 of the VwVfG if applicable analogously); the party concerned may not participate in the decision, 20.4.3 of the VwVfG. ³If bias or a concern of bias is established, the party concerned shall not participate in the deliberations and decisions in question. ⁴The regulations above shall not apply to elections. ⁵If resolutions are passed that directly affect the field of work of a body or committee member, a special weighting of the corresponding vote shall be excluded.

(6) Elections to the Senate and School Councils are governed by election regulations.

(7) ¹The term of office for members of the Senate, School Councils, Institute or Department Councils and their permanent committees is two years. The term of office for the student representatives is one year. ²It begins on 1 April each year.

³The term of office of the permanent committees ends with the meeting of a newly elected permanent committee. ⁴The term of office for members of the other committees begins with their election and ends once the term of office of the bodies appointing them has elapsed in accordance with clause 1. In the case of students, it ends once the term of office of the members of the group appointing them in the corresponding body has elapsed, unless the NHG stipulates otherwise.

(8) ¹Students at the university may request that a university body deliberates and decides on a certain matter for which it is responsible according to the NHG (student initiative) if the student initiative has been signed by at least three out of one hundred of the students. ²The student initiative must be submitted in writing to the body responsible for the matter in question, stating a contact person and in compliance with the Rules of Procedure and corresponding regulations. ³If a request according to clause 1 deals with a matter for which the Senate or School Council is responsible, the deliberations and resolutions of this body shall be public and the contact person shall be invited to act as rapporteur. ⁴The contact person must be informed of the decision of the body in question in writing within one week of the resolution being adopted.

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Procedure for the allocation of funds for the improvement of study conditions

(1) ¹The duties of the Committee for the Improvement of Study Conditions are fulfilled by the cross-school Academic Committee. ²It comprises twelve members with voting rights. ³Six of the members are students (one member for each School) who are elected by the students of the relevant school in the School Council. ⁴The Deans of Study of the schools make up the six remaining members. ⁵The Centre for Teacher Training and Didactics (diz), the central institutions, the student body and the divisions of the central administration may each appoint one representative as an advisory member. The schools may additionally appoint one advisory staff member each.

(2) The meetings of the Committee for the Improvement of Study Conditions are chaired by the member of the Presidential Board responsible for study and teaching, who acts as Chair without voting rights; one deputy shall be elected from among the members.

(3) ¹The Committee for the Improvement of Study Conditions shall send a reasoned decision on the use of funds to the Presidential Board. ²If the Presidential Board does not agree with this use of funds either wholly or in part, it may be submitted to the Committee for the Improvement of Study Conditions for renewed deliberation, together with the reasoned rejection of the Presidential Board. ³If no agreement in accordance with Section 14(b).2.2 of the NHG can be reached even after renewed deliberation, the measures or matters in question shall be deemed to have been rejected.

(4) The agreement with the Committee for the Improvement of Study Conditions required in accordance with Section 14(b).2.2 of the NHG also includes the decision by the Presidential Board on the flat-rate distribution of the funds for the improvement of study conditions among the schools as well as central and local organisational units.

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Academic appointments

(1) ¹In agreement with the Presidential Board, the Senate shall adopt regulations for appointments, in which rules regarding quality assurance and joint appointment procedures in accordance with Section 2 shall also be laid down. ²Professorships shall be established by decision of the Presidential Board on the recommendation of the schools, taking into account the development and structural planning as well as the quality assurance of the university. ³Responsibility for compliance with legal provisions as well as quality assurance provisions within the Appointments Committee lies in particular with the Chair of the Appointments Committee.

(2) ¹Professorships may be filled by joint appointment procedures with other research institutions that do not belong to a university. ²Reference must be made to the joint appointment procedure in the call for applications. ³The jointly appointed persons shall teach at the university. ⁴The research institution may be part of the Appointments Committee, either with voting rights or in an advisory capacity. ⁵The call for applications text must be agreed with the research institution and shall be published internationally.

III. Equal opportunities¹³

Equal Opportunities Committee

(1) ¹The Equal Opportunities Committee is formed by the Senate on the recommendation of the Women's Assembly. ²At least two thirds of the members of the committee must be women. ³The Women's Assembly shall submit separate nominations for the members of the Equal Opportunities Committee to the Senate by member groups pursuant to Section 16.2.4 of the NHG, with a group ratio of 2:2:2:2. ⁴A female member of the Presidential Board shall be Chair. ⁵The Deputy Chair shall be elected from among the Committee.

(1) ¹Together with the equal opportunities officer, the Equal Opportunities Committee shall draw up proposals for the Presidential Board and Senate on how to fulfil the duties pursuant to Section 3.3 of the NHG in terms of overcoming gender inequality. ²The Equal Opportunities Committee shall in particular prepare the equal opportunities plan as part of the university's development planning. ³Concrete goals and measures for their implementation must be specified therein.

(2) The Women's Assembly shall be convened by the university's central equal opportunities officer at least once a year.

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Central equal opportunities officer

(2) The central equal opportunities officer must be informed of and involved in all matters that may fall within their area of responsibility pursuant to Section 42 of the NHG always in good time and comprehensively, in particular also with structural planning.

(3) ¹The Equal Opportunities Committee shall propose to the Senate, by a majority of its members, a full-time equal opportunities officer for election. ²The term of office of the full-time equal opportunities officer is six years, or eight years if re-elected. ³If the Senate is in agreement, the officer can be appointed for a further term of office without a call for applications. ⁴The hearings for the position of equal opportunities officer shall be public. ⁵The Equal Opportunities Committee is responsible for the procedure.

(4) ¹The Equal Opportunities Committee shall propose to the Senate, by a majority of its members, a female member of the university as deputy, part-time equal opportunities officer. ²Paragraph 2, clauses 4 and 5 shall apply *mutatis mutandis*.

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Local equal opportunities officer

(1) ¹The School Council shall elect a local equal opportunities officer for the school at the recommendation of the local Women's Assembly of the respective school. ²In the central institutions and central administration (*other organisational units*), local equal opportunities officers shall be appointed by the management of the organisational unit on the recommendation of the respective Women's Assembly. ³The term of office of the local equal opportunities officer is two years. For students who hold this office, it is one year. ⁴Section 0.2 of the university charter shall apply.

(2) The women's assemblies of the schools and other organisational units within the meaning of paragraph 1 are convened by the respective management of the organisational unit.

(3) ¹The local equal opportunities officers for the schools shall work in close consultation with the central equal opportunities officer and in consideration of the university-wide development planning towards the fulfilment of the equal opportunities mission in the respective school or other organisational unit pursuant to paragraph 1, in particular in the case of forthcoming HR matters. ²The central and local equal opportunities officers shall be jointly involved in development planning and structural measures in the schools and other organisational units pursuant to paragraph 1. ³The local equal opportunities officer for the school is an advisory member of the School Council and Institute and Department Councils; they may participate in the other school committees with the right to propose motions and speak. ⁴Clause 3 shall also apply to the local equal opportunities officer of the central institutions in terms of the respective management of their organisational unit. ⁵The local equal opportunities officers shall be released from their other official duties to a reasonable extent. ⁶The rights of the central equal opportunities officer shall remain unaffected.

(4) ¹Deputies may be elected or appointed for the local equal opportunities officers for the schools. ²In the schools, a deputy equal opportunities officer for the school shall be elected for each of the assigned institutes or departments; further local equal opportunities officers may be elected. ³An equal opportunities officer for the school may revocably delegate the performance of individual duties or areas of responsibility to their deputy.

IV. Final provisions

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Entry into force, publication

(1) ¹The University charter shall enter into force after they have been approved by the Lower Saxony Ministry of Science and Culture on the day after their publication in the university's official notices. ²At the same time, the previous University charter dated 28 November 2007 (Official notices 8/2007, 329 ff., last amended on 5 September 2014, Official notices 3/2014, 181) shall no longer apply.

(2) Regulations and other legal provisions as well as announcements of the university shall be published in the "Official Notices".

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