

## **University Charter and Bylaws of RWTH Aachen University**

**Dated September 21, 2007**

**in the Ninth Revised Version**

**Dated March 13, 2020**

**Published as a Complete Version**

**Please note: This publication is an English translation. Only the German original of these regulations as published in the Official Announcements of RWTH Aachen University (“Amtliche Bekanntmachungen”) is legally binding.**

On the basis of § 2 para. 4 of the law governing the Universities of the Federal State of North Rhine-Westphalia (Higher Education Act – HG) in the version of the announcement dated September 16, 2014 (Law and Official Gazette of the State of North-Rhine Westphalia p. 547), most recently amended by Article 1 of the Act to amend the Higher Education Act dated July 12, 2019 (Law and Official Gazette of the State of North-Rhine Westphalia p. 425, ber. 593), RWTH Aachen University has issued the following University Charter and Bylaws:

## Outline

### 1st Section General Regulations

- § 1 Name
- § 2 Purposes of the University
- § 3 Members and Affiliates of RWTH
- § 4 Rights and Obligations of the Members and Affiliates
- § 5 Groups and Group Representatives
- § 6 Group Representation of University Professors
- § 7 Group Representation of Academic Staff
- § 8 Group Representation of Employees in Technology and Administration
- § 9 Rules of Procedure for the Group Representations
- § 10 Students Group
- § 11 Rules of Procedure
- § 12 Boards, Committees, Commissions

### 2nd Section Central organs of RWTH

- § 13 Rectorate
- § 14 Board of Governors
- § 15 Senate
- § 16 Responsibilities of the Senate

### 3rd Section Election and Removal of Members of the Rectorate

- § 17 University Election Assembly
- § 18 Search Committee
- § 19 Election of the Members of the Rectorate
- § 20 Removal of the Members of the Rectorate

### 4th Section Commissions, Committees, Representatives

- § 21 The Senate's Commissions and Committees
- § 22 Council of Elders
- § 23 Constitutional Committee
- § 24 Election Evaluation Board
- § 25 Equal Opportunities Committee
- § 26 Committee for Quality Improvement in Teaching and Learning
- § 27 Committee for Structural, Financial, and Construction Matters
- § 28 Center Council of the Teacher Training Center

§ 29 Election, Appointment, Term of Office of the Equal Opportunities Officer

§ 30 Election, Appointment, Term of Office of the Representation of the Interests of Student Assistants

§ 31 Election, Appointment, Term of Office of the Representation of the Interests of Students with Disabilities or Chronic Illnesses

### **5th Section Deans' Offices and Faculties**

§ 32 Dean's Office

§ 33 Faculty Council

§ 34 Faculty Conference

### **6th Section Final Provisions**

§ 35 Audit of the Annual Financial Statements

§ 36 Promulgation Journal

§ 37 Entry Into Force

## Preamble

It is the express intention of the University Charter and Bylaws to establish future-oriented structures and procedures that are particularly suitable for fulfilling the tasks and goals of RWTH.

These goals primarily include the education of a highly qualified and responsible next generation of academics for business and society as well as research and teaching. All genders as well as different groups should be represented in as balanced a manner as possible and they should all be promoted equally.

Research at the highest level serves society helps improve living and environmental conditions. It is the basis of lively high-quality teaching and learning. By translating research into practice and intensifying the dialogue between science and society, the aim is to strengthen Germany and Europe as a hub for research while at the same time fostering lasting international relations. RWTH pursues exclusively peaceful goals and contribute to a sustainable, peaceful and democratic world.

Such objectives require a close linkage of all represented scientific and scholarly fields with regard to research and development and they can only be achieved through constructive collaboration between the groups of University professors, academic staff, employees in technology and administration, and students.

Particular attention is paid, on the one hand, to maintaining the proven interaction of all groups and University committees, which has been successfully practiced in the overall interest of RWTH, and, on the other hand, to regulations with which decision-making processes can be accelerated without qualitative losses. Within this framework, the Senate and the Faculty Councils of RWTH have the outstanding task, beyond their legally prescribed functions, of institutionally holding together the multitude of departments and institutions of RWTH.

## 1st Section General Regulations

### § 1 Name

The University bears the name Rheinisch-Westfälische Technische Hochschule Aachen. The English name is RWTH Aachen University. The abbreviation RWTH is permissible.

### § 2 Purposes of the University

(1) The purposes of the University are defined in § 3 HG (Higher Education Act).

(2) In addition to the duties specified in the HG, RWTH awards the following honors, among others, upon resolution of the Senate:

- the University medal,
- the Kármán Prize,
- the title of Honorary Citizen,
- the von Kaven Ring,
- the status of Honorary Senator,
- in accordance with the doctoral regulations of the faculties, the academic degree and the status of an Honorary Doctor.

Further details are governed by the Principles for Academic Honors and Awards of RWTH, which conclusively regulate all RWTH honors.

(3) RWTH feels a special bond with former students and members as they are its alumni. Therefore, as a central task, it fosters close ties with its alumni by carrying out activities such as the following:

- Providing up-to-date information on research, teaching and University life,
- Strengthening alumni contacts with each other and with the University, and supporting a worldwide network through domestic and international alumni meetings and clubs,
- Promotion of cooperation with existing alumni associations of the institutes and other organizational units,
- Promotion of career development through networking, advisor programs, and professional information,
- Providing continuing scientific education.

(4) Selected academic staff who only temporarily teach and/or conduct research at RWTH may be awarded the honorary title of "Visiting Professor" by the Faculty upon resolution of the respective Faculty Council for the duration of their activity at RWTH.

Further details are regulated by the Regulations for the Award of the Designation "Visiting Professor" at RWTH Aachen University.

### **§ 3**

#### **Members and Affiliates of RWTH**

(1) In addition to the provisions on members and affiliates provided for in § 9 HG, further persons shall be designated as affiliates:

1. teaching assistants ("Lehrbeauftragte"),
2. postdoctoral candidates,
3. trainees,
4. full-time employees at RWTH's affiliated institutes,
5. Scholarship recipients,
6. staff members who have retired.

- (2) Former affiliates and members of RWTH are alumni.
- (3) W3 professors who are on leave of absence at Forschungszentrum Jülich pursuant to § 9 (5) last sentence HG shall be granted the right to vote and stand for election at RWTH if they are a member of a joint JARA institute of RWTH and Forschungszentrum Jülich within the Jülich Aachen Research Alliance (JARA). In this context, they may also perform management duties in the directorate of the JARA institute or, as a member of the Assembly of Contractual Partners, decide on all matters of fundamental importance for JARA and its sections.

#### **§ 4**

#### **Rights and Obligations of the Members and Affiliates**

- (1) The rights and obligations of the members of RWTH are defined in § 10 HG.
- (2) Members of the University may request that a specific matter for which a body of the University is responsible by law be deliberated and decided upon by the competent body (member initiative of the University). Further details are regulated by RWTH's Election Regulations.
- (3) Members of a faculty may request that a particular matter for which a faculty body or commission is responsible according to § 28 para. 8 HG be discussed and decided by the responsible body or that the commission make a recommendation (faculty member initiative). Further details are regulated by RWTH's Election Regulations.
- (4) Affiliates of RWTH shall be entitled to use the academic facilities and operating units in the same way as members of RWTH in accordance with the administrative and usage regulations.
- (5) Affiliates of RWTH shall conduct themselves in such a manner that the University can fulfill its tasks and that no one is prevented from exercising their rights and duties at the University.

#### **§ 5**

#### **Groups and Group Representatives**

- (1) In order to support the work of the groups in the committees, representations of the groups named in § 11 (1) HG exist at the central level and in the faculties. The tasks of the group representations are, in particular, the preparation of the University political decision-making and the consultation on decisions of the group representatives in the respective University bodies.
- (2) Insofar as the University Charter and Bylaws refer to the group of academic employees, the group of academic employees within the meaning of § Section 11 (1) no. 2 HG is referred to.
- (3) Wherever the University Charter and Bylaws refer to the group of employees in technology and administration, this refers to the group of employees in technology and administration as defined in Section 11 (1) No. 3 HG.

- (4) A group spokesperson shall be elected for each group representation at the central level for the election period of the Senate. The group spokesperson must be a member of the Senate. They represent the group in matters of University policy and conduct day-to-day business.
- (5) The management of the group representations in the faculties shall be regulated by the rules of procedure to be issued in accordance with § 9.

## **§ 6**

### **Group Representation of University Professors**

- (1) The group representation of the University professors at the central level consists of
  1. the representation of the University professors in the Senate
  2. other University professors in accordance with the rules of procedure to be issued pursuant to § 9.
- (2) The group spokesperson of this group shall be elected as a member of the Senate by the University professors of RWTH in direct, free, equal, and secret elections in accordance with the election regulations of RWTH. The election regulations of RWTH govern the election of the deputy.
- (3) In the faculties, the professors and junior professors shall form group representations in accordance with the rules of procedure pursuant to § 9.
- (4) Academic staff working full-time at RWTH Aachen University who have been awarded the title of "adjunct professor" by RWTH Aachen University belong to the group of University professors in terms of membership law.
- (5) Professors pursuant to Section 3 (3) shall be included in the group of University professors.

## **§ 7**

### **Group Representation of Academic Staff**

- (1) The group representation of the academic employees at the central level consists of
  1. the representation of the academic staff in the Senate,
  2. other academic staff members in accordance with the rules of procedure set out under § 9.

All faculties, as well as academic staff who are not members of any faculty, shall be appropriately involved.

- (2) The group spokesperson of the academic staff and the deputy shall be elected by the members of the group representation at the central level in accordance with the rules of procedure to be issued pursuant to § 9. Only those who are members of the representation of the academic staff in the Senate are eligible to be elected as group spokespersons.
- (3) The group representation of the academic staff in the Faculty shall consist of the representation of the group of academic staff in the Faculty Council and other academic staff of the Faculty in accordance with the rules of procedure to be issued pursuant to § 9.

## **§ 8**

### **Group Representation of Employees in Technology and Administration**

- (1) The group representation of employees in technology and administration at the central level shall consist of the following members:
  1. representatives of the employees in technology and administration in the Senate
  2. the elected technical and administrative employees from each faculty; one of them shall be a member of the Faculty Council,
  3. other technical and administrative employees who do not belong to a faculty.

Further details shall be regulated by the rules of procedure to be issued in accordance with § 9.

- (2) The group spokesperson of the employees in technology and administration and the deputy shall be elected by the members of the group representation at the central level in accordance with the rules of procedure to be issued pursuant to § 9. The spokesperson and at least one deputy are only eligible for election if they belong to the representation of employees in technology and administration in the Senate.
- (3) The group representation of technical and administrative employees in the Faculty consists of the representation of technical and administrative employees in the Faculty Council and other members specified in the rules of procedure to be issued in accordance with § 9.

## **§ 9**

### **Rules of Procedure for the Group Representations**

The groups of University professors, academic staff, and technical and administrative employees shall each adopt rules of procedure for their group representation immediately after the University Charter and Bylaws enter into force. These rules regulate the details with regard to organization, election, and processes. This is then reported to the Senate. The Senate may refer the Rules back once, giving their reasons for doing so.

## **§ 10**

### **Students Group**

- (1) The student representatives of the Senate shall elect a group spokesperson and a deputy from among their number.
- (2) Further information on the student body can be found in §§ 53 ff HG.



## **§ 11 Procedural Rules**

- (1) The Senate shall issue Procedural Rules which shall apply to the Senate, the Faculty Councils, their commissions and committees, the University Election Assembly, and all other bodies of RWTH. In particular, it regulates the procedure in these bodies, their convening and quorum, the passing of votes and resolutions, the holding of elections in bodies, the course of meetings, and the preparation or sending of agendas and minutes.
- (2) Resolutions on the enactment or amendment of the Procedural Rules shall require a majority of 2/3 of the voting members belonging to the Senate in accordance with the Statutes.

## **§ 12 Boards, Committees, Commissions**

- (1) Committees or commissions are formed to prepare resolutions of the University bodies. Commissions and committees may form subcommissions or committees.
- (2) Unless otherwise stipulated by the HG, the University Charter and Bylaws, faculty regulations, or further regulations, the commissions and committees of the Senate shall include representatives of the groups (pursuant to § 11 para. 1 HG) in the ratio 2 : 1. 1. 1. The other commissions and committees formed by self-governing bodies of RWTH include representatives of the groups in the ratio 3 : 1 : 1 : 1. Insofar as commissions and committees are not named in these University Charter and Bylaws and are appointed for a limited period of time (ad hoc commissions or committees), the appointing body may decide on a different composition with a majority of 3/4 of the statutory members. Each group may propose up to two deputies per member for the commissions and committees.
- (3) Elections to commissions and committees shall be held in the body constituting the respective commission or committee. Within the relevant body, the individual groups separately elect the members belonging to their group.
- (4) Unless otherwise stipulated by the HG, the University Charter and Bylaws or the Faculty Regulations, the term of office of the members shall be two years; in deviation from this, the terms of office of the student members shall be one year. The terms of office of the members correspond to the election periods.
- (5) The Chair is elected by the commission or committee, unless the delegating body makes the election or the Chairship is regulated by the University Charter and Bylaws. The vice Chair is elected by the commission or committee.
- (6) When appointing members to all boards, committees and commissions, it must be ensured that they are made up of equal numbers of men and women. Further details are regulated by § 11 b HG.

- (7) In decisions of committees on matters directly affecting teaching, with the exception of its evaluation, the representatives of the group of University professors shall have at least half of the votes, and in decisions of committees on matters directly affecting research, art, and the appointment of University professors, the majority of the votes.
- (8) If, after a proper election, the group of faculty members on the Faculty Council does not have a majority of the votes of the members of the body, a by-election shall be held. This shall also apply if, in the event of the withdrawal of a representative of the group of University professors, it no longer has a majority of the votes of the members of the Faculty Council due to the absence of an elected substitute member of this group.
- (9) Members of the group of employees in technology and administration do not have to be represented in the Examination Boards. Members of the faculty who are not members of the Faculty Council may also belong to an Examination Board.

## **2nd Section Central Organs of the University**

### **§ 13 Rectorate**

- (1) The University shall be headed by a Rectorate.
- (2) The Rectorate consists of the Rector, the Chancellor, and five Vice-Rectors. The Rector is the Chair.
- (3) The Rectorate shall, on the proposal of the Rector, determine fixed business areas for its members.
- (4) The Rector shall determine the guidelines for the performance of the Rectorate's duties.
- (5) The resolutions of the Rectorate may not be passed against the vote of the Rector.
- (6) The work of the Rectorate, in particular its support by commissions and working groups, shall be regulated by the Rules of Procedure of the Rectorate.
- (7) In deviation from provisions of section 17(5) of the HG, the term of office of the Chancellor shall be eight years.
- (8) The term of office of the non-principal Vice-Rectors shall end with the term of office of the Rector.
- (9) The Rector may extend the authority to exercise domiciliary rights to other members or members of the University. Further details are regulated in separate house rules.
- (10) There are central scientific institutions. Further details are regulated by the Rules of Procedure of the Rectorate.

### **§ 14**

### **Board of Governors**

- (1) The Board of Governors shall consist of ten members.
- (2) At least half of the members of the Board of Governors are external.
- (3) The Chair and deputy Chair of the Board of Governors shall be elected from among the external members by a majority of 2/3 of the votes of all members.
- (4) The Equal Opportunities Officer shall attend the meetings of the Board of Governors in an advisory capacity.

### **§ 15 Senate**

- (1) The RWTH Senate consists of 26 members with voting rights:
  1. 14 professorial University professors,
  2. 4 research assistants
  3. 4 technical or administrative employees,
  4. 4 students.
- (2) Each group represented in the Senate in accordance with section 1 nos. 1 - 4 shall have the right of veto, i.e. a decision of the Senate cannot be taken if a group objects to it. Exercise of the right of veto must be justified; it can only be exercised jointly by all present members of the group, all of whom must be entitled to vote. In the event of a veto, the decision on this agenda item shall be postponed to the next Senate meeting. If the content of a draft decision is not changed after the power of veto has been used, the veto can only be overruled by a 3/4 majority of senate members with voting rights. In cases where § 22 (4) HG applies, a simple majority of Senate members with voting rights is sufficient. In accordance with § 3 section 7, in urgent cases, a special meeting may be convened.
- (3) In addition to the University members listed in § 22 (2) HG, the Equal Opportunities Officer is a member of the Senate without voting rights.
- (4) The Chair of the Senate shall be elected by the Senate from among the University professors who are entitled to vote and the academic staff in the Senate who are entitled to vote.
- (5) The members of the Senate are elected according to the RWTH Election Regulations. The RWTH Election Regulations ensure an adequate representation of the Faculties in the Senate.
- (6) The terms of office of the Senate are two years. The terms of office of the members correspond to the election periods; as an exception from this rule, the terms of office of student members are one year.

### **§ 16 Responsibilities of the Senate**

- (1) The responsibilities of the senate are defined in § 22 HG.
- (2) In addition to the provisions provided for in the Higher Education Act (HG), the Senate has, among other things, the following additional responsibilities:

1. Making the decision to confer the academic degree of an honorary doctor upon the proposal of one or more Faculties,
2. Making the decision to confer the status of honorary senator, the status of honorary citizen, the von Kaven Ring, the Kármán Prize, and the University Medal,
3. Deciding on the Strategy Council appointments, submitted by the Council of Elders on the proposal of the Rectorate,
4. Formation of the committees and commissions of the Senate provided for in the University Charter and Bylaws,
5. Nomination and forwarding of the groups' proposals for the appointment of the members of the Rectorate Committees to the Rectorate,
6. Election of members of the Center Council of the Teacher Training Center.
7. Preparation of the certification decision of the Rectorate for the internal evaluation procedure for the quality management in teaching processes.

(3) The Senate may recommend referral of specific issues to the Board of Governors

### **3rd Section Election and Removal of Members of the Rectorate**

#### **§ 17 University Election Assembly**

- (1) The Rectorate is elected and voted out of office by the University Electoral Assembly, half of which consists of all members of the Senate and the other half of all members of the Board of Governors. The voting power of the two halves are in equal proportion to each other. Members of the University Election Assembly who are also members of the Senate shall have voting rights if they are also eligible to vote in the Senate. Members of the University Electoral Assembly who are also members of the Board of Governors shall have voting rights if they are external persons within the meaning of section 21(3) sentence 2 HG.
- (2) The Chair of the University Election Assembly shall be either the Chair of the Senate or the Chair of the Board of Governors. They shall be elected by the voting members of the University Election Assembly. If the Senate Chair is elected, the Board of Governors Chair shall be the Vice Chair and vice versa.

## **§ 18 Search Committee**

- (1) A Search Committee shall be established to prepare for the election of the members of the Rectorate by the University Election Assembly. It shall be composed of equal numbers of members of the Senate and the Board of Governors.
- (2) The Senate shall elect five members on the proposal of the groups within the meaning of section 11(1) HG. Members of the Rectorate are not eligible for election.
- (3) The Board of Governors shall delegate at least two members with a total of five votes, who shall be elected from among the voting members of the Board of Governors. In doing so, the respective number of votes shall also be determined, if applicable.
- (4) The Chair is elected by the Search Committee from among the members of the Board of Governors or from the group of University professors. If the Chair belongs to the group of Board of Governors members, the deputy Chair shall be elected from the group of University professors and vice versa.
- (5) The Search Committee has a quorum if the majority of votes are present. It does not meet in public. In all other respects, the rules of procedure for the University committees of RWTH shall apply.
- (6) For the election of the Rector, the Search Committee decides on an appropriate advertisement. The Search Committee makes a preliminary selection on the basis of the application documents and invites the shortlisted candidates to a hearing. After conducting the hearing, the Search Committee decides on a recommendation to the University Election Assembly, which may contain several proposals in a recognizable order. If only a few suitable applications have been received, the Search Committee may recommend that a new call for applications be issued and request the University Election Assembly to actively approach potential candidates. In particular, the Chair of the Senate or the Chair of the Board of Governors may be instructed to personally approach promising candidates and invite them to apply.
- (7) In agreement with the Equal Opportunities Officer, the requirement to advertise the position and conduct the search procedure in accordance with para. 6 may be waived if the Senate and the Board of Governors have called upon the incumbent to run for another term of office.
- (8) Paragraphs 6 and 7 shall apply accordingly to the election of the Chancellor.
- (9) In preparation of the election of the Vice-Rectors by the University Election Assembly, the Search Committee shall discuss the proposal of the Rector or Rector-Designate.

## **§ 19 Election of the Members of the Rectorate**

- (1) Based on the recommendation of the Search Committee pursuant to § 18, a presentation of the applicants shall take place at the University Election Assembly. This and the related discussion shall take place in closed session in accordance with § 5 (4) Rules of Procedure for University Bodies.
- (2) The University Election Assembly shall decide on the proposal of the Search Committee by the majority of votes of the body and at the same time by the majority of votes within its voting shares. For this purpose, the votes of the voting members of the Senate and the votes of the

external members of the Board of Governors shall be weighted by multiplying them by the integer factor that results in the smallest common multiple.

- (3) If an election pursuant to para. 2 is not held, a second or, if necessary, a third ballot may be held. In the third round of voting, the person who receives the majority of the votes of the members of the University Election Assembly present and at the same time the majority of the votes of the members of its two halves present shall be elected.

## **§ 20**

### **Voting out the Members of the Rectorate**

- (1) The University Election Assembly may remove any member of the Rectorate by a majority of 5/8 of its votes.
- (2) The motion to vote a member out of office shall be announced as a special agenda item at least two weeks prior to a regular meeting. All members of the Rectorate to be voted out shall be given the opportunity to comment on the motion.
- (3) In the event that one or more members of the Rectorate are voted out of office, the Search Committee shall be convened without delay to prepare for the election of a new member or members.

## **4th Section**

### **Commissions, Committees, Representatives**

## **§ 21**

### **The Senate's Commissions and Committees**

The Senate shall establish at least the following standing committees and commissions:

1. Council of Elders,
2. Constitutional Committee
3. Election Evaluation Board
4. Equal Opportunities Committee
5. Committee for Quality Improvement in Teaching and Learning,
6. Committee for Structural, Financial, and Construction Affairs.

## **§ 22**

### **Council of Elders**

- (1) The Council of Elders assists the Rectorate and the Senate Chair in preparing for Senate meetings.
- (2) The Council of Elders shall endeavor to reach a mutually agreeable proposal with the Rectorate in the event that the Senate has rejected the Rectorate's draft proposal once.
- (3) The Council of Elders advises the Rectorate on urgent decisions as well as during the lecture-free period.

- (4) The Council of Elders advises the Senate Chair on matters that cannot be postponed. A matter that cannot be postponed exists in particular if a resolution of the Senate cannot be brought about in time and thus, in accordance with Section 12 (4) HG, the Chair of the Senate alone must make the decision. This particularly applies to the lecture-free period.
- (5) The Council of Elders consists of the members of the Rectorate, the Chair of the Senate, their deputy, the group spokespersons (§ 5) and the Equal Opportunities Officer.
- (6) The Chair of the Council of Elders is the Senate Chair.

### **§ 23 Constitutional Committee**

- (1) The Constitutional Committee prepares for the Senate the passing of resolutions on the University Charter and Bylaws, framework regulations, and other regulations of the University as provided for in § 22 para. 1 (2) HG.
- (2) The Constitutional Committee has ten members. Its members are representatives of the groups (pursuant to Section 11 (1) HG) in the ratio 4 : 2 : 2 : 2.
- (3) The Chair shall be the Chair of the Senate without voting rights.

### **§ 24 Election Evaluation Board**

- (1) The Election Evaluation Board decides on appeals against the validity of an election that has been conducted in accordance with RWTH's election regulations and which the election officer has not remedied. Further details are regulated by the election regulations of RWTH Aachen University.
- (2) The Election Evaluation Board has six members. It shall include representatives of the groups pursuant to Section 11 (1) HG in the ratio 3 : 1 : 1 : 1.
- (3) The Election Evaluation Board shall be convened as necessary.

### **§ 25 Equal Opportunities Committee**

- (1) In order to fulfill the University's equal opportunity mandate, the Senate shall establish an Equal Opportunities Committee. It advises and supports the University and the Equal Opportunities Officer in all equal opportunity matters as well as within the framework of the requirements of the NRW Equal Opportunity Act and monitors the implementation of the funding plans as well as the distribution of funds in accordance with the requirements of the NRW Equal Opportunity Act.
- (2) The Equal Opportunities Committee shall include two members from each of the groups pursuant to Section 11 (1) HG as well as the Equal Opportunities Officer. Each group may propose up to two deputies per member.
- (3) The RWTH Staff Council and the Staff Council for Academic Staff at RWTH may participate in the meetings of the Equal Opportunities Committee in an advisory capacity, represented by one member each.

## § 26

### Committee for Quality Improvement in Teaching and Learning

- (1) The Committee for Quality Improvement in Teaching and Studies advises the University management with regard to the improvement of teaching and study conditions as well as with regard to quality improvement according to § 3 Study Quality Act (Studiumsqualitätsgesetz) on their own initiative in an objective-legal procedure according to § 4 (1) Study Quality Act. This includes, in particular, the following tasks:
1. It votes on the progress reports that the University has to submit to the Ministry every two years. This report concerns the measures taken to improve teaching and study conditions, as well as the successes achieved. In doing so, it verifies the appropriate use of the quality improvement funds in accordance with the legal requirements.
  2. It may prepare planning proposals for the appropriate use of funds in accordance with § 2 of the Study Quality Act.

University management is required to consider the suggestions of the Committee and to report on their implementation in the annual accountability report that the Rectorate submits to the Senate.

- (2) The Rules of Procedure for the University committees of RWTH Aachen University apply to the activities of the committee. In deviation from § 9 (8) of the Rules of Procedure, in the event of a tie, the Chair shall have the casting vote. The committee meets at least once a semester.
- (3) The Committee for Quality Improvement in Teaching and Learning consists of 19 voting members:
- ten from the group of RWTH students,
  - four from the group of University teachers at RWTH,
  - three from the group of RWTH academic employees,
  - one member from the group of employees in technology and administration at RWTH,
  - a person who is neither a member nor an affiliate of RWTH.

Furthermore, the Equal Opportunities Officer is a member of the Committee in an advisory capacity with the right to speak and make motions.

A student representative is proposed by the foreign student representation. As a rule, the Chair should be someone who is neither a member nor an affiliate of RWTH Aachen University and whose experience reflects the significance of quality assurance. If this is not possible, the committee elects the Chair from the group of University professors.

- (4) All members of the Committee for Quality Improvement in Teaching and Learning are elected by the Senate on the recommendation of the groups. For the election of the external member, a majority of 2/3 of the members belonging to the Senate with voting rights according to the Statutes and a majority of the votes of the members of the student group in the Senate is required.
- (5) The term of office for student members of the Committee shall be one year. The term of office of the other voting members shall be two years.



- (6) A portion of the quality improvement funds is distributed to the Faculties for their independent use. Therefore, according to § 4 of the Study Quality Act, appropriate Committees are to be formed in the Faculties, with more than half of their voting members recruited from the student group. Further details are determined by the respective Faculty regulations.

### **§ 27**

#### **Committee for Structural, Financial, and Construction Matters**

- (1) The Committee for Structural, Financial, and Construction Matters advises the Senate on structural, financial, and construction issues. It shall prepare for the Senate the approval of planning principles of the Rectorate provided for under Section 22(1)(4) HG in accordance with Section 16(1a) and the recommendations and opinions of the Senate provided for under Section 22(1)(5), (6) HG.
- (2) The Committee has 11 members. It shall include representatives of the groups pursuant to Section 11 (1) HG in the ratio 4 : 2 : 2 : 2 and the Vice-Rector for Research and Structure as an additional member without voting rights.
- (3) The Chair is elected from among the members.

### **§ 28**

#### **Center Council of the Teacher Training Center**

- (1) The Center Council is a body of the Teacher Training Center.
- (2) All teacher-training faculties and all groups are represented on the Center Council. In detail, its voting members are:
1. ten University professors
    - three from the Faculty of Mathematics, Computer Science and Natural Sciences
    - one from the Faculty of Civil Engineering
    - one from the Faculty of Mechanical Engineering
    - one from the Faculty of Electrical Engineering and Information Technology
    - one of the School of Business and Economics
    - three from the Faculty of Arts and Humanities, one of them from the Institute of Educational Science
  2. four research assistants
    - one from the Faculty of Mathematics, Computer Science and Natural Sciences
    - one from the Faculty of Civil Engineering or the Faculty of Mechanical Engineering or the Faculty of Electrical Engineering and Information Technology or the School of Business and Economics
    - one from the Faculty of Arts and Humanities
    - one from the Faculty of Mathematics, Computer Science and Natural Sciences or the Faculty of Arts and Humanities
  3. one employee from technology and administration
  4. four students

- two from the Faculty of Mathematics, Computer Science and Natural Sciences or the Faculty of Civil Engineering or the Faculty of Mechanical Engineering
  - two from the Faculty of Electrical Engineering and Information Technology or the Faculty of Humanities or the Faculty of Business and Economics
- (3) Further details are laid out in the Regulations of the Teacher Training Center of RWTH Aachen University.

### **§ 29**

#### **Election, Appointment, Term of Office of the Equal Opportunities Officer**

- (1) The election of the Equal Opportunities Officer and their up to three deputies, who shall belong to different University groups, shall be carried out by the Senate upon the proposal of a search committee consisting of four persons with equal representation of men and women, which shall be appointed by the Council of Elders.
- (2) The Rector shall appoint the elected Equal Opportunities Officer and their deputies.
- (3) The term of office of the Equal Opportunities Officer and their deputies shall be four years. Re-election is possible. Deviating from this, the term of office of the student Equal Opportunities Officer and the deputy student Equal Opportunities Officer is one year with the possibility of extension up to four years.
- (4) The University-wide advertisement for the position of the Equal Opportunities Officer and their deputies is made by the Rector.

### **§ 30**

#### **Election, Appointment, Term of Office of the Representation of the Interests of Student Assistants**

- (1) Two representatives from the group of students are elected to represent the interests of the student assistants.
- (2) The representatives are elected by the Senate on the proposal of the RWTH Student Parliament with the majority of votes. The election proposal is prepared by a search committee, a Student Parliament committee with seven members from the group of students. The details of the proposal by the Student Parliament are regulated by the statutes of the student body.
- (3) The representatives for the interests of the student assistants are appointed by the Rector.
- (4) The term of office of the representative for the interests of student assistants and the deputy representative is two years. The representatives may be elected at different times so that the terms overlap.
- (5) The University-wide advertisement of the function of the position is made by the Rector.

**§ 31****Election, Appointment, Term of Office of the Representation of Students with Disabilities or Chronic Illnesses**

- (1) The representation of the interests of students with disabilities or chronic illnesses is made up of a representative and their deputy. These should come from the student body.
- (2) The representative for the interests of students with disabilities or chronic illnesses as well as the deputy representative are elected by the Senate on the proposal of the RWTH Student Parliament with the majority of votes. The election proposal is prepared by a search committee, a Student Parliament committee with seven members from the student group. The other groups pursuant to Section 11 (1) HG may each delegate one person to the search committee as an advisory member and one person as a deputy for this person. The details of the proposal by the Student Parliament are regulated by the Statutes of the Student Body.
- (3) The Rector appoints the representative for the interests of students with disabilities or chronic illnesses and their deputy.
- (4) The term of office of the representative for the interests of students with disabilities or chronic illnesses and the deputy representative is two years.
- (5) The University-wide advertisement of the positions of the representative and their deputy is made by the Rector.

**5th Section****Dean's Office and Faculty****§ 32****Dean's Office**

- (1) The duties and powers of the Dean pursuant to § 27 HG shall be exercised by a Dean's Office.
- (2) The Dean's Office consists of the Dean and one to six Vice-Deans, including the Dean of Academic Affairs. The Dean is head of the Dean's Office. The Dean of Academic Affairs may not serve as the Chair of an examination board at the same time.
- (3) The respective Faculty Regulations may provide that the Dean and their deputy are elected at different times so that their terms of office overlap.
- (4) Up to two Vice-Deans, but no more than half of the members of the Dean's Office, may belong to groups other than the group of University professors.
- (5) Further details, in particular about the election of the members of the Dean's Office, shall be regulated by the Faculty Regulations.
- (6) For the Dean's Office of the Faculty of Medicine, the regulations pursuant to § 31 HG shall additionally apply.

### **§ 33 Faculty Council**

- (1) Members of the Faculty Council of the Faculty of Mathematics, Informatics and Natural Sciences, the Faculty of Architecture, the Faculty of Civil Engineering, the Faculty of Mechanical Engineering, the Faculty of Georesources and Materials Engineering and the Faculty of Electrical Engineering and Information Technology are:
  1. the Dean as Chair with an advisory vote,
  2. the Vice-Deans with an advisory vote,
  3. 8 members of the group of University professors,
  4. 2 members of the group of academic staff,
  5. 2 members of the group of employees in technology and administration,
  6. 3 members of the group of students.
  
- (2) Members of the Faculty Council of the Faculty of Arts and Humanities and the Faculty of Business and Economics are
  1. the Dean as Chair with an advisory vote,
  2. the Vice-Deans with an advisory vote,
  3. 7 members of the group of University professors,
  4. 2 members of the group of academic staff,
  5. 1 member of the group of employees in technology and administration,
  6. 3 members of the group of students.
  
- (3) Members of the Faculty Council of the Faculty of Medicine are:
  1. the Dean as Chair with an advisory vote,
  2. the Vice-Deans with an advisory vote,
  3. 8 members of the group of University professors,
  4. 3 members of the group of academic employees,
  5. 4 members of the group of students,
  6. 2 further employees of Uniklinik RWTH Aachen with advisory vote,
  7. the Medical Director of University Hospital Aachen, and the Commercial Director of the University Hospital Aachen with advisory vote.
  
- (4) The members of the Faculty Council shall be elected by the members of the Faculty in accordance with the RWTH Election Regulations. The Election Regulations of RWTH shall, as far as possible, ensure that the Faculty's academic structure is adequately considered.
  
- (5) The terms of office of the Faculty Councils are two years. The terms of office of the members correspond to the election periods; as an exception from this rule, the terms of office of student members are one year.
  
- (6) The Equal Opportunities Officers of the faculties are members without voting rights in the respective faculty councils.
  
- (7) The duties of the faculty councils are defined in § 28 HG in conjunction with the individual Faculty Regulations. Section 31 (3) HG shall apply to the Faculty Council of the Faculty of Medicine.

### **§ 34 Faculty Conference**

- (1) A faculty conference will be established with all Deans as members.
- (2) In matters of appointment, the Faculty Conference and the Rectorate jointly discuss the proposals of the Faculties. Further details are regulated by the Appointment Regulations.

### **6th Section Final Provisions**

#### **§ 35 Audit of the Annual Financial Statements**

The audit of the annual financial statements is performed in accordance with the Higher Education Management Ordinance.

#### **§ 36 Official Announcements**

- (1) RWTH publishes its regulations and resolutions as Official Announcements pursuant to § 2 (4) sentence 2 HG. The Official Announcements shall be numbered consecutively by year and shall be published as required, but at least every third calendar month.
- (2) The Official Announcements on the University's website as an electronic edition.
- (3) All regulations of RWTH Aachen University shall be issued by the Rector. Insofar as these regulations do not contain any provision on their entry into force, they shall enter into force one day after publication in the Official Announcements.

#### **§ 37 Entry Into Force**

The present University Charter and Bylaws shall be published in the Official Announcements of RWTH Aachen University and shall enter into force on the day after publication.

Issued based on the resolution of the RWTH Senate dated January 30, 2020. The consent of the Board of Governors to §§ 18 para. 7, 19 para. 3 and 20 para. 1 was given on February 10, 2020.

It is pointed out that, in accordance with § 12 (5) NRW Higher Education Act, no claims may be asserted after one year has elapsed since official publication of this announcement for a violation of procedural or formal requirements of the regulatory or other autonomous right of the University, unless:

- 1) the announcement has not been properly published,
- 2) the Rectorate has objected, prior to publication, to the decision of the committee adopting the regulations,

- 3) the University has been previously notified of a defect of form or of procedure in a complaint to the University, specifying the infringed legal provision and the fact which gives rise to the defect, or
- 4) the legal consequence of the exclusion of complaints was not pointed out in the public announcement.

Rector  
of RWTH  
Aachen University

Aachen,  
dated

March 13, 2020

sgd. Rüdiger

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Univ.-Prof. Dr. rer. nat. Dr. h. c. mult. Rüdiger