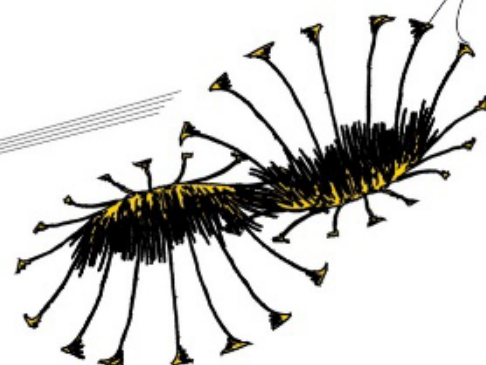




## Faculty Regulations Faculty of EEMCS



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The Dutch-language version of this  
document takes precedence

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## Introduction

A faculty is required to have Faculty Regulations by the Administrative and Management Regulations (BBR art. 20 and 21). These Faculty Regulations are based on the WHW. References to relevant articles of the WHW are given in the text of the articles.

The Faculty Regulations are updated on an annual basis. These regulations consist of five chapters:

- General
- Organisation and management of the faculty
- Education and research
- Participation and faculty committees
- Final and transitional provisions

## Chapter I General

### Article 1 Terminology

In these regulations, the following terms are defined as follows:

- |                         |  |
|-------------------------|--|
| a. BBR:                 | Administrative and Management Regulations <sup>1</sup> ;   |
| b. Dean:                | The Dean of the faculty of EEMCS;  |
| c. EB:                  | The Executive Board of the University of Twente;   |
| d. EEMCS (EWI):         | The Faculty of Electrical Engineering, Mathematics and Computer Science                                |
| e. EER (OER):           | Education and Examinations Regulations <sup>2</sup> as referred to in article 7.13 of the legislation. |
| f. Examination Board:   | The Board as stipulated in article 7.12 of the legislation;  |
| g. Faculty Board:       | The board of a Faculty as referred to in article 18 BBR  |
| h. Faculty Council:     | The Council of the faculty as stipulated in article 9.37 of the legislation;                           |
| i. Programme Committee: | The Committee as stipulated in article 9.18 of the legislation;  |
| j. University:          | The University of Twente (UT), located in Enschede;  |
| k. WHW/legislation:     | The Higher Education and Research Act;   |

In the event that other terms used in these regulations also appear in the legislation, these terms have the meaning ascribed to them therein.

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<sup>1</sup> <https://www.utwente.nl/download/corporate/bbr-en.pdf>

<sup>2</sup> <https://www.utwente.nl/en/eemcs/education/rules-guidelines/>

## **Chapter II Administration and organisation of the faculty**

### **Article 2 The Faculty Board**

1. The Faculty Board consists of four members: the Dean (primus inter pares) , a Portfolio Manager for Operations, a Portfolio Manager for Education and a Portfolio Manager for Research. The faculty board manages the faculty in compliance with the principles of collegial governance. The dean has a casting vote when votes are tied.
2. Any deviation from the provisions in paragraph 1 above requires approval by the Executive Board.
3. The Faculty Board may, without prejudice to the responsibility of the Board as a whole for its own decisions and actions, submit a proposal to the Executive Board regarding the division and delegation of duties. The Executive Board approves this division of duties, including the authority to sign off decisions.
4. A student from the relevant Faculty shall be granted the opportunity to attend the meetings of the Faculty Board; this student (student assessor) will be granted an advisory vote at these meetings.
5. The members of the Faculty Board are appointed, reappointed, suspended and dismissed by the Executive Board.
6. The appointment of the members of the Faculty Board, with the exception of the Portfolio Manager for Operations, shall be for the duration of a term to be determined by the Executive Board, which is generally a period of four years. Members may be reappointed once for a maximum term of four years.
7. If the Dean – whether or not in the interim – ceases to be a member of the Faculty Board, the Portfolio Manager for Research and the Portfolio Manager for Education shall also cease to be members.
8. With respect to the Portfolio Managers for Operations, the Executive Board may determine that they are appointed to this position within a specific Faculty for a term of four years, after which they may be reappointed once for a maximum term of four years.
9. The portfolio holder for education and portfolio holder for research are minimal UHD and employed by the relevant faculty.
10. A Programme Director may not act as a member of the Faculty Board.
11. Before proceeding to appoint or dismiss the Dean and the other members of the Faculty Board, the Executive Board must first, in a confidential manner, hear the advice of the Faculty Board and the Faculty Council regarding proposed decisions on appointments or dismissals. The timing of this hearing shall be such that it can have a meaningful effect on the decision-making process.
12. Notwithstanding the provisions of paragraph 6 above, the Dean and the other members of the Faculty Board may be suspended or dismissed in the interim if there are compelling reasons for their suspension or dismissal.
  13. The Faculty Board shall invite the student members of the Faculty Council to submit a nomination for the position of student assessor and, from this list of nominees, shall nominate a student assessor to the Executive Board. The student assessor shall be appointed by the Executive Board for a term of one year, following nomination by the Faculty Board. The student assessor may not simultaneously be a member of the Faculty Council.
14. Any deviation from the provisions in paragraph 13 above requires approval by the Executive Board.

### Article 3 Duties of the Faculty Board

1. The Faculty Board is responsible for the general management of the faculty. It also oversees the management and organisation of the faculty in terms of education and research.
2. In setting out the management and organisation rules of the faculty, the Faculty Board establishes its faculty rules and regulations. The establishment of these faculty regulations, and any changes incurred, must be approved by the Executive Board.
3. The Dean contributes to university management, for example by discussing the preparation of the institutional plan and the budget with the Executive Board.
4. The duties of the Faculty Board include those outlined in article 9.15 of the WHW.

### Article 4 Accountability and obligation to inform

The Faculty Board is accountable to the Executive Board. It supplies the Executive Board with any faculty details upon request.

## Chapter III Education and Research

### Article 5 Faculty programmes<sup>3</sup>

1. The faculty offers the following BSc. programmes in respective fields (BBR art.4c):
  - a. Applied Mathematics (AM);
  - b. Business Information Technology (BIT);
  - c. Creative Technology (CREA) with satellite location at Vrije Universiteit Amsterdam;
  - d. Electrical Engineering (EE);
  - e. Technical Computer Science (TCS).
2. The faculty offers the following MSc. programmes in respective fields (BBR art.4c):
  - a. Applied Mathematics (AM);
  - b. Business Information Technology (MBI);
  - c. Computer Science (CS);
  - d. Electrical Engineering (EE);
  - e. Embedded Systems (EMSYS);
  - f. Interaction Technology (ITECH);
  - g. Robotics (ROB);
  - h. Systems & Control (SC) (no new intake from 1 September 2023).
3. The faculty is responsible for the *wiskundeleerlijn*. This is the service education of Mathematics to the study programmes at the UT.
4. The faculty offers, in cooperation with the Professional Learning & Development Centre of the Faculty of BMS, post-academic education in the form of master programmes, tailor-made incompany programmes, *leergangen*, master classes and master courses. The main post-academic programmes on offer are:
  - a. Risk Management (MRM);
  - b. Digital Design & Architecture.

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<sup>3</sup> A complete overview of all education and training programmes and trajectories can be found here:  
<https://www.utwente.nl/en/eemcs/education/#information-for-enrolled-students>;  
<https://www.utwente.nl/en/eemcs/research/#computer-science>  
<https://www.utwente.nl/onderwijs/professional-learning-and-development/>

## **Article 6 Programme Director and duties**

1. The programme management in the faculty is assigned to a programme director.
2. The faculty board appoints a programme director for each programme (or combination of programmes)
3. The Faculty Council is heard confidentially by the Faculty Board on the appointment of a programme director.
4. The appointment of the Programme Director must be approved by the Executive Board.
5. Under the governance of the Faculty Board, the Programme Director is responsible for the organisation and implementation of the programme.
6. The Programme Director will advise the Faculty Board with regard to any decisions or changes relating to the EER, the internal quality assurance system, and the measures required in terms of external quality assessment.
7. The Programme Director supervises the teaching of the subjects, and the programme components outlined in the Education and Examinations Regulations (EER).
8. A programme director cannot also be a member of the programme committee of that programme.

## **Article 7 Examination Board**

1. For each degree programme (or group of programmes) in the faculty, the Faculty Board sets up an Examination Board. Within the faculty there is one Examination Board for all the BSc. and MSc. degree programmes offered within the faculty, which consists of a general subcommittee responsible for overarching matter and programme-specific subcommittees for the handling of (programme) specific matters.
2. The members of the Examination Board are appointed by the Faculty Board on the basis of their expertise in the area of the particular programme or group of programmes.
  - a. All members have obtained either a UTQ or a SQE certificate or equivalent or be in the process of acquiring one. In the latter case the timeline of finalizing must be indicated.
  - b. At least one member must be a programme lecturer, or a lecturer for a programme which is part of the programme or group of programmes;
  - c. At least one member must not pertain to the group mentioned in par. 2b of this article.
  - d. The Dean must hear the members of the relevant Examination Board before a member is appointed.
3. The term of office for Examination Board members is three years. They can be re-appointed once.
4. The duties and competences of the Examination Board include but are not limited to (Art. 7.12b par.1 WHW):
  - a. assuring the quality of tests, exams and final examinations;
  - b. establishing rules and regulations (R&R) for the Examination Board to be able to assess and determine a student's final exam.
  - c. granting permission to students to pursue an individual study programme;
  - d. granting exemption to students for one or more exams;
  - e. assuring the quality of the organisation and procedures regarding exams and the final exam.
5. The Examination Board establishes rules of procedure with regard to the implementation of these duties and competences, measures that may be taken (7.12b par.3 WHW) and task division regarding these among its subcommittees.

6. The Examination Board drafts an annual report on its activities, which it submits to the Dean (7.12b par.5 WHW).
7. The Examination Board is supported by a dedicated Executive Secretary and registry.

#### **Article 8 Programme Committee**

1. For each initial programme or group of programmes, the Faculty Board shall establish a Programme Committee, half of which shall be composed of students (belonging to the programme or combination of programmes concerned) and half of which shall be composed of lecturers.
2. Every year, the method of composition of the Programme Committee is put on the agenda of the Faculty Council. The dean and the Faculty Council determine annually whether it is desirable to maintain this method of composition.
3. The Programme Committee elects a chair from its members.
4. The term of office for Programme Committee members is one year for students, and two years for lectures. They can be re-appointed.
5. The duties of the Programme Committee include amongst others (9.18. WHW):
  - a. Make recommendations with regard to improving and maintaining the programme standards.
  - b. Right of approval with regard to the Education and Examination Regulations (EER) as outlined in article 7.13 of the WHW, with the exception of the subjects listed in the second paragraph a, f, h – u, and x, and the stipulations outlined in articles 7.28 paragraph 5, and 7.30 b of the WHW.
  - c. Conduct an annual review of the implementation of the Education and Examination Regulations (EER).
  - d. Right to consultation with regard to the Education and Examination Regulations (EER), as outlined in article 7.13 of the WHW, with the exception of the subjects for which the Programme Committee has right of approval, pursuant to section b.
  - e. Provide recommendations or proposals, upon request and on its own initiative, to the Programme Director and the Dean about all educational matters relating to the programme.
6. The Programme Committee is given the opportunity to discuss recommendations with the Programme Director or the Dean before they are issued.
7. The Programme Director or Dean notifies the Programme Committee in writing, and as soon as possible, as to how the recommendations issued have been carried out.
8. The Programme Committee sends the recommendations and proposals referred to in paragraph 7 to the Faculty Council, for information.
9. The Programme Committee convenes with the Programme Director or Dean to discuss the intended policy at least twice a year. At least once a year this discussion will take place with the Dean directly.
10. The Programme Director and Programme Committee will meet in the event that either party has reason hereto. The meeting will take place no later than three weeks after a written request to do so is submitted to the Chair of the Programme Committee.
11. For each academic year, the Programme Committee issues an annual report, which is made publicly available.
12. The Programme Committee can draw up its rules of procedure.

## **Article 9 Research and education within the faculty**

1. Research and education can take place in a cooperative, inter-disciplinary and inter-faculty manner, as outlined in art. 23 of the BBR.
2. Research and education within the faculty are carried out in research groups of related scientific fields in which capacity has been allocated.
3. The research groups that are part of the discipline Computer Science are:
  - a. Computer Architecture and Embedded Systems (CAES)
  - b. Design and Analysis of Communication Systems (DACS)
  - c. Data Management and Biometrics (DMB)
  - d. Formal Methods and Tools (FMT)
  - e. Human Media Interaction (HMI)
  - f. Pervasive Systems (PS)
  - g. Semantics, Cybersecurity and Services (SCS)
4. The research groups that are part of the discipline Applied Mathematics are:
  - a. Discrete Mathematics and Mathematical Programming (DMMP)
  - b. Stochastic Operations Research (SOR)
  - c. Mathematics of Computational Science (MACS)
  - d. Mathematics of Imaging and AI (MIA)
  - e. Mathematics of Systems Theory (MAST)
  - f. Mathematics of Multiscale Modeling and Simulation (3MS)
  - g. Statistics (STAT)
5. The research groups that are part of the discipline Electrical Engineering are:
  - a. Applied Microfluids for Bioengineering Research (AMBER)
  - b. Lab-on-a-Chip group (BIOS)
  - c. Computer Architecture of Embedded Systems (CAES)
  - d. Design and Analysis of Communication Systems (DACS)
  - e. Biomedical Signals and Systems (BSS)
  - f. Integrated Circuit Design (ICD)
  - g. Integrated Devices and Systems (IDS)
  - h. NanoElectronics (NE)
  - i. Robotics and Mechatronics (RAM)
  - j. Power Electronics (PE)
  - k. Radio Systems (RS)
  - l. Data Management & Biometrics (DMB)
6. The research groups offer PhD and EngD-trajectories.
7. Each discipline has a Discipline Council, which is responsible for collegial consultation.
8. The Discipline Councils' members are the chairs (or any other delegate) of the research departments belonging to the discipline at hand.
9. The chair of a Discipline Council is elected from its members and appointed by the Faculty Board for a maximum of two terms of 4 years, with an evaluation before the start of the second term.
10. A Discipline Council can draw up its rules of procedure.



## **Chapter IV Participation and faculty committees**

### **Article 10 Faculty Council**

1. The faculty has a Faculty Council which is made up as follows: the Faculty Council will consist of 16 persons, half of whom will be members of staff elected by fellow members of staff, and half of whom will be students studying at the faculty's educational programmes, elected by their fellow students.
2. The competences of the Faculty Council are outlined in the University Council Regulations. These cannot be altered.
3. Support for the faculty council is provided in consultation.
4. A set of internal regulations will be drafted for the Faculty Council, which the Faculty Board will confirm as soon as the Faculty Council has been elected.
5. The method and organisation of elections of Faculty Council members is set out in the UT Elections Regulations.
6. The term of office of Faculty Council members shall be two years as regards staff members and one year as regards student members.

### **Article 11 Faculty committees**

1. For specific faculty related (advisory) tasks the Faculty Board can set up committees. The Faculty Council advises the Faculty Board with regard to the regulations for these committees:
  - a. Ethics Committee
  - b. Tenure Track Committee
  - c. DE&I Committee
  - d. ICT sounding board
2. The members of the committees are appointed by the Faculty Board for a variable term.

## **Chapter V Final provisions**

### **Article 12 Disputes**

In the event that there is a dispute about the interpretation of the articles in these regulations, in cases concerning the Faculty Board and the Executive Board, the final decision will rest with the Executive Board, and for internal faculty related matters the final decision will rest with the Dean.

### **Article 13 Nomenclature**

These regulations may be referred to as the 'Regulations for the Faculty of EEMCS.

### **Article 14 Conclusion**

These regulations were concluded by the Faculty Board of EEMCS, following approval by the Faculty Council and Executive Board, and will replace all previous versions.