

**Administrative and Management Regulations
University of Twente
2024**

The Dutch version of the regulations is leading

University of Twente Administrative and Management Regulations

in accordance with the provisions in Section 9.4 of the Higher Education and Research Act (Wet op het hoger onderwijs en wetenschappelijk onderzoek, WHW),

adopted by the Executive Board,

after acceptance by the University Council,

and approved by the Supervisory Board in its meeting of 19 June 2024.

CONTENTS

I	GENERAL PROVISIONS	2
II	ADMINISTRATION AND ORGANISATION OF THE UNIVERSITY	3
§ 1	Faculties and degree programmes	3
§ 2	Central service departments.....	5
§ 3	Supervisory Board	5
§ 4	Executive Board.....	6
§ 5	Doctorate Board	7
§ 6	Management of the organisation.....	8
§ 7	Advisory bodies	8
§ 8	The Faculty.....	9
§ 9	Institutes and Scientific Director	11
§10	Chairs and professors	12
§11	Endowed chairs	12
III	ADMINISTRATIVE ORGANISATION	13
IV	PARTICIPATION BODIES	15
V	LOCAL CONSULTATION	15
V	ACCESSIBLE FACILITY AND DISPUTES COMMITTEE STUDENTS AND EXTRANEANS	15
VII	RULES APPLYING TO THE USE OF UNIVERSITY BUILDINGS, GROUNDS AND OTHER	16
	FACULTIES	16
VIII	CONCLUDING AND TRANSITIONAL PROVISIONS	17

I GENERAL PROVISIONS

Article 1 Definitions

The terms below are defined in these Regulations as follows:

- a. University: The University of Twente (UT), located in Enschede;
- b. WHW/Act: The Higher Education and Research Act (Wet op het hoger onderwijs en wetenschappelijk onderzoek);
- c. Management: The set of activities centred on ensuring the lawful and effective acquisition, recruitment, availability, deployability and maintenance of human, material and financial resources of the University;
- d. Administrative Unit: The part of the University identified by the Executive Board as a distinct administrative unit for human, material and financial resources;
- e. Manager: The natural person tasked with the management referred to in Chapter III of these Regulations;
- f. Director: The head of a Service Department, as referred to in Chapter III of these Regulations;
- g. Faculty Board: The board of a Faculty, as referred to in Article 18 of these Regulations;
- h. Dean: The dean referred to in Article 19 of these Regulations;
- i. Chair: Academic area where teaching is provided and research is performed under the leadership of a professor;
- j. Research group: Group as referred to in Article 27(3) of these Regulations;
- k. Institute: Collaborative partnership involving several faculties, as referred to in Article 23 of these Regulations;
- l. Scientific Director: The scientific director referred to in Article 24 of these Regulations;
- m. Faculty: The unit referred to in Section 9.11. of the Higher Education and Research Act (WHW);
- n. Strategic Council: the council referred to in Article 16(3) of these Regulations.

Article 2 Miscellaneous provisions

1. The provisions of or pursuant to these Regulations also apply to the personnel of third parties who are employed at the University, if and to the extent that agreement in that regard exists between the Executive Board and such third parties.
2. Terms used in these regulations shall, if they also appear in the WHW/Act, have the same meaning as in the WHW/Act.

II ADMINISTRATION AND ORGANISATION OF THE UNIVERSITY

§ 1 Faculties and degree programmes

Article 3 Faculties

The University comprises the following faculties:

- a. Faculty of Behavioural, Management & Social Sciences (BMS);
Faculteit Gedrags-, Management & Maatschappijwetenschappen (GMM);
- b. Faculty of Engineering Technology (ET);
Faculteit Construerende Technische Wetenschappen (CTW);
- c. Faculty of Electrical Engineering, Mathematics and Computer Science (EEMCS);
Faculteit Elektrotechniek, Wiskunde en Informatica (EWI);
- d. Faculty of Science and Technology (S&T);
Faculteit Technische Natuurwetenschappen (TNW);
- e. Faculty of Geo-Information Science and Earth Observation (ITC);
Faculteit voor Geo-Informatie Wetenschappen en Aardobservatie (ITC).

Article 4 Degree programmes

- a. In the Faculty of Behavioural, Management & Social Sciences:

the Bachelor's programme Communicatiewetenschap (International name: Communication Science)

the Bachelor's programme International Business Administration

the Bachelor's programme Management, Society and Technology

the Bachelor's programme Psychologie (international name: Psychology)

the Bachelor's programme Technische Bedrijfskunde (international name: Industrial Engineering & Management Science)

the Bachelor's programme Business Administration

the Master's programme Communication Science

the Master's programme Educational Science and Technology

the Master's programme Environmental and Energy Management (location Leeuwarden)

the Master's programme European Studies

the Master's programme Industrial Engineering and Management

the Master's programme Philosophy of Science, Technology and Society

the Master's programme Psychology

the Master's programme Public Administration

the Master's programme Risicomanagement

Teacher training programmes:

the Master's programme Leraar Voorbereidend Hoger Onderwijs in Mens- en Maatschappijwetenschappen

the Master's programme Educatie Mens- en Maatschappijwetenschappen

the Master's programme Educatie en Communicatie in de Bètawetenschappen

b. In the Faculty of Engineering Technology

the Bachelor's programme Industrial Design Engineering
the Bachelor's programme Civil Engineering
the Bachelor's programme Mechanical Engineering
with subsidiary university branch at VU University Amsterdam location
de masteropleiding Mechanical Engineering
de masteropleiding Industrial Design Engineering
de masteropleiding Civil Engineering and Management
de masteropleiding Construction Management & Engineering
de masteropleiding Sustainable Energy Technology

c. In the Faculty of Electrical Engineering, Mathematics and Computer Science

the Bachelor's programme Technical Computer Science
the Bachelor's programme Applied Mathematics
the Bachelor's programme Electrical Engineering
the Bachelor's programme Business Information Technology
the Bachelor's programme Creative Technology
with subsidiary university branch at Vrije Universiteit Amsterdam location (from September 2023)
the Master's programme Applied Mathematics
the Master's programme Computer Science
the Master's programme Interaction Technology
the Master's programme Internet Science and Technology
the Master's programme Electrical Engineering
the Master's programme Business Information Technology
the Master's programme Embedded Systems
the Master's programme Systems and Control (no new intake from 1 September 2023)
the Master's programme Robotics

d. In the Faculty of Science and Technology

the Bachelor's programme Technische Natuurkunde (international name: Applied Physics)
the Bachelor's programme Advanced Technology
the Bachelor's programme Gezondheidswetenschappen
the Bachelor's programme Klinische Technologie (Technische Geneeskunde) (internationale naam: Clinical Technology)
the Bachelor's programme Scheikundige Technologie (international name: Chemical Science & Engineering)
the Bachelor's programme Biomedische Technologie (international name: Biomedical Engineering)
the Master's programme Applied Physics
the Master's programme Health Sciences
the Master's programme Chemical Science & Engineering
the Master's programme Biomedical Engineering
the Master's programme Technical Medicine
the Master's programme Nanotechnology
the Master's programme Water Technology (Joint Degree)

- e. In the Faculty of Geo-Information Science and Earth Observation

the Bachelor's programme Technology and Liberal Arts & Sciences
the Master's programme Geo-information Sciences and Earth Observation
the Master's programme Spatial Engineering
the Master's programme Cartography (joint degree)
the Master's programme Geographical Information Management and Applications

§ 2 Central service departments

Article 5 Service departments

1. The following service departments have been established as referred to in Section 9.50 of the WHW, for the purposes of supporting education and research, or administration and management:
 - a. Finance (FIN)
 - b. Human Resources (HR)
 - c. Strategy & Policy (SP)
 - d. Marketing & Communication (MC)
 - e. Library ICT-Services & Archive (LISA)
 - f. Campus & Facility Management (CFM)
 - g. Centre for Educational Support (CES)
 - h. General Affairs (GA)
 - i. Strategic Business Development (SBD)

§ 3 Supervisory Board

Article 6 Composition and working procedures

1. There is a Supervisory Board consisting of five members.
2. The chair and the other members are appointed, suspended and dismissed by the Minister. The period of appointment is four years. One of the members is appointed on the recommendation of the University Council. One member in particular has the confidence of the University Council. Appointment is made on the basis of profiles which are made publicly available in advance. The University Council is given the opportunity to make recommendations in that regard.
3. Where there are serious reasons, a member may be dismissed prematurely.
4. The Executive Board provides for the functionally independent administrative support of the Supervisory Board. The Supervisory Board has the right of consent with regard to the appointment and dismissal of the Secretary of the Board.
5. The members of the Executive Board shall attend the meetings of the Supervisory Board, unless the Supervisory Board decides otherwise. They shall have a consultative voice in these meetings.

Article 7 Duties and powers

1. The Supervisory Board supervises, with a view to the tasks and duties of the University, the performance of activities and the exercise of powers by the Executive Board and serves the Executive Board in an advisory capacity.

2. The Supervisory Board is in any event tasked with:
 - a. appointing, suspending and dismissing members of the Executive Board, and determining the remuneration awarded to Executive Board members;
 - b. approving the Administrative and Management Regulations;
 - c. approving the budget, the financial statements, the annual report and the strategic plan;
 - d. where applicable, approving the joint regulations referred to in Section 8.1 of the WHW;
 - e. ensuring that the Executive Board complies with its statutory obligations and acts in accordance with the sector code, as referred to in Section 2.9. of the WHW;
 - f. supervising the lawful acquisition of resources in accordance with Sections 2.5. and 2.6. of the WHW;
 - g. appointing an independent auditor (Section 393(1) of Book 2 of the Dutch Civil Code), who issues a report to the Board;
 - h. overseeing the design of the quality assurance system in accordance with Section 1.18 of the WHW;
 - i. rendering annual account in respect of the performance of the tasks and duties and the exercise of the powers, as referred to under a to g above, in the University's annual report;
 - j. approving the multiannual investment programme, including any major deviations.

Article 8 Duties of the Supervisory Board with regard to accountability and the provision of information

1. The Supervisory Board is accountable to the Minister.
2. The Supervisory Board shall provide the Minister with any information requested concerning its actions.

§ 4 Executive Board

Article 9 Composition

1. The Executive Board consists of three members, including the Rector Magnificus of the University.
2. Before appointing, reappointing or dismissing a member of the Executive Board, the Supervisory Board shall consult the University Council and the Strategic Council in confidence. The President of the Executive Board is appointed from among the members by the Supervisory Board.

Article 10 Procedure for the appointment of the Rector Magnificus

The Rector Magnificus, who is a professor, is appointed by the Supervisory Board, after consulting the Strategic Council and the University Council, with due regard for the procedure established by the Supervisory Board.

Article 11 General powers

1. The Executive Board is tasked with the administration and management of the University as a whole, without prejudice to the powers of the Supervisory Board.
2. The Executive Board shall perform the tasks and exercise the powers that are assigned to the board of the University by or pursuant to the WHW. The Executive Board has the power, among other things, to issue guidelines.

3. The Executive Board shall manage the University with due regard for the principles of consensus and collegiality.
Without prejudice to the responsibility of the Executive Board as a whole for the fulfilment of its task, the Executive Board shall decide on the division of its responsibilities internally. The Board shall appoint a deputy chair from among its members.
4. The President of the Executive Board represents the University both judicially and extrajudicially.

Article 12 Accountability and the provision of information

1. The Executive Board shall provide the Supervisory Board with any information requested concerning its decisions and actions.
2. The Executive Board shall provide the Minister with any information requested concerning the University.

Article 13 Secretary of the University

1. The Secretary of the University assists the Executive Board in performing its administrative duties and implementing the policy of the University.
2. The Secretary of the University is tasked with overseeing the preparation and implementation of the decisions made by the Executive Board as well as their publication.
3. The Secretary of the University is appointed, suspended and dismissed by the Executive Board.

§ 5 Doctorate Board

Article 14 Composition

There is a Doctorate Board. The Doctorate Board consists of the Deans and the Rector Magnificus. The Rector Magnificus acts as the chair of the Doctorate Board. The Doctorate Board shall appoint a deputy chair from among its members.

Article 15 Duties and powers

1. The Doctorate Board is the board responsible for awarding doctorates referred to in Section 7.18 of the WHW.
2. The Doctorate Board shall establish Doctoral Regulations, with due regard for the provisions in Section 7.19 of the WHW.
3. The Doctorate Board is authorised, on the recommendation of a Dean or Scientific Director, and after consulting the Executive Board, to award the honorary doctorate to natural persons on the grounds of outstanding merit referred to in Section 7.19 of the WHW.
4. The Doctorate Board advises the Executive Board with regard to the appointment of professors and endowed professors.

§ 6 Management of the organisation

Article 16 Executive Board-Deans and Strategic Council

1. There is an Executive Board-Deans, consisting of the Deans, representing the Faculty Boards, and the Executive Board. The meetings shall be chaired by the President of the Executive Board. The Executive Board-Deans shall meet at least eight times a year. The Executive Board-Deans' work includes harmonising, coordinating and preparing general matters concerning the University, including faculty research, education and operational management.
2. The Executive Board shall establish policy with regard to general matters in close consultation with the Executive Board-Deans.
3. There is a Strategic Council. The Strategic Council is comprised in any event of the Executive Board, the Secretary of the University, the Deans, representing the Faculty Boards, and the Scientific Directors. The meetings shall be chaired by the President of the Executive Board. The Strategic Council shall meet at least twice a year. The Strategic Council works primarily on harmonising, coordinating and preparing substantive strategic developments of the University as a whole, after which the Executive Board establishes policy.

§ 7 Advisory bodies

Article 17 Advisory bodies

1. The Executive Board may decide to establish other advisory bodies. The advisory bodies include in any event: the University Education Committee, the University Research Committee, the University Operations Committee and the University Innovation Committee.
2. The Executive Board decides on the composition and working procedures of the advisory bodies.
 - a. The University Education Committee consists in any event of the Portfolio Manager for Education from each Faculty, representatives from the relevant service departments and two student members who are nominated by the University Council for a period of one year. The student members may not simultaneously be members of the University Council. The Committee's work includes harmonising, coordinating and preparing the university educational policy and its implementation.
 - b. The University Research Committee consists in any event of the Scientific Directors, the Portfolio Manager for Research from each Faculty and representatives from the relevant service departments. The Committee's work includes harmonising, coordinating and preparing the university research policy.
 - c. The University Operations Committee consists in any event of the Secretary of the University, the Portfolio Managers for Operational Management of the Faculties and Directors of the Service Departments. The Committee's work includes harmonising, coordinating and preparing the university operational management policy.
 - d. The University Innovation Committee's work includes harmonising, coordinating and preparing the university valorisation policy and its implementation. The Executive Board determines the Committee's composition.
3. The Executive Board shall appoint a chair from among the members of the advisory organs.
4. The agenda, reports and documents of the advisory bodies are public, subject to the authority of the chair of the meetings or the Executive Board to rule that the contents of all or some of the aforementioned documents should not be disclosed.

§ 8 The Faculty

Artikel 18 The 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 19 The Dean

1. The Dean is appointed, suspended and dismissed by the Executive Board.
2. The Dean is a professor.
3. The Dean acts as the chair of the Faculty Board.
4. The Dean shall have the casting vote in the event of differences of opinion within the Faculty Board.
5. The Dean represents the Faculty Board in the strategic policy and other consultations that are held with the Executive Board in the Executive Board-Deans and the Strategic Council.

Article 20 Guidelines for the Faculty Board

1. The Executive Board may draw up guidelines concerning the organisation and coordination of the execution by the Faculty Board of its powers, including the Faculty Board's power to:
 - a. establish the Faculty Regulations;
 - b. establish the teaching and examination regulations and to evaluate them at regular intervals;
 - c. draw up general guidelines for academic practice in consultation with the respective Scientific Directors, and in conjunction with the educational policy;
 - d. establish the annual research programme of the Faculty;
 - e. establish the examination boards and the colloquium doctum committees;
 - f. draw up further regulations concerning the way in which exemptions can be obtained;
 - g. agree on joint regulations concerning one or more degree programmes with other faculties;
 - h. establish the budget;
 - i. determine the policy plan of the Faculty;
 - j. establish the procedures and criteria regarding the recognition of prior learning.
2. The Executive Board shall not establish a guideline as referred to in the preceding paragraph without first consulting the Executive Board-Deans on the matter.

Article 21 Other duties and powers of the Faculty Board

1. The Faculty Board is also tasked with the general management of the Faculty. It is responsible for the administration and organisation of the Faculty with regard to education and research.
2. The Dean assists, on behalf of the Faculty Board, in the management of the University by, for example, participating in the Strategic Council and consulting with the Executive Board in respect of preparations relating to the Strategic Plan and the budget.
3. Without prejudice to the provisions in Article 20, the Faculty Board determines further details regarding the administration and organisation of the Faculty in the Faculty Regulations. The Regulations require the approval of the Executive Board.
4. The Faculty Board provides for the appointment of a Programme Director for each programme or combination of programmes in the Faculty, after consulting the Faculty Council. This appointment requires the approval of the Executive Board. The Faculty Regulations specify further rules concerning the administration of the programmes.
5. The Faculty Board shall, in consultation with the Scientific Directors, draw up a domain plan for all the chairs of the Faculty and shall submit it to the Executive Board for approval.
6. The Faculty Board is responsible for monitoring and guarding the relationship between teaching and research as well as the management responsibility with regard to personnel and finance for the Faculty.

Article 22 Duties of the Faculty Board with regard to accountability and the provision of information

The Faculty Board is accountable to the Executive Board. The Faculty Board shall provide the Executive Board with any information requested concerning the Faculty.

§ 9 Institutes and Scientific Director

Article 23 Institute

1. The University has the following research institutes, as referred to in Section 9.21 of the WHW:
 - a. Digital Society Institute (DSI)
 - b. Institute for Nanotechnology (Mesa+)
 - c. Technical Medical Centre (TechMed)
2. An institute is a cross-faculty alliance that focuses on a specific research domain. The institute coordinates high-profile and strategic research in this domain, based on an institute plan.
3. An institute is headed by the Scientific Director.
4. The position of Scientific Director is administratively housed within the faculty where the substantive focus of the institute is concentrated.
5. The bodies of the faculty where the substantive focus of the institute is concentrated shall exercise the powers that are assigned to those bodies by or pursuant to the WHW with regard to the institute.

Article 24 The Scientific Director

1. The Scientific Director is appointed, suspended and dismissed by the Executive Board.
2. The appointment shall remain in effect for a term to be determined by the Executive Board, which is generally a period of four years. The Scientific Director may be reappointed once for a maximum term of four years.
3. Where there are serious reasons, the Scientific Director may be dismissed prematurely.
4. The Scientific Director is a professor and has a chair in a faculty.
5. The Scientific Director shall draw up an institute plan and a spending framework that are linked to the budget of the institution and shall agree these with the Scientific Directors and representatives of the Faculties. The Executive Board shall approve the institute plan, after consulting the Strategic Council.
6. The Scientific Director is managed by the Executive Board.

Article 25 Duties and powers of the Scientific Director

1. The Scientific Director is responsible for coordinating the cross-faculty, high-profile and strategic research that is conducted within the institute's research domain, with the aim of increasing its scientific and social impact.
2. The Scientific Director contributes to the provision of advice to the Executive Board with regard to the University's strategic developments, in particular where it concerns the social impact and consequences of the research and valorisation policy, through participation in the Strategic Council among other things.

Article 26 Duties of the Scientific Director with regard to accountability and the provision of information

The Scientific Director is accountable to the Executive Board. He/she shall provide the Executive Board with any information requested.

§10 Chairs and professors

Article 27 Establishment, duties and powers

1. A chair is held by a professor. Professors are appointed by the Executive Board.
2. With due regard for the provisions in the final sentence of paragraph 1, professors are responsible for the development of the academic areas assigned to them and contribute to the development of teaching and research programmes in the assigned academic areas in consultation with the Dean and Scientific Directors concerned.
3. The Faculty Board may establish a research group comprising professors drawn from related areas of research. The activities conducted within the research group are coordinated between the professors concerned.
4. Professors are tasked with maintaining or establishing the highest possible level of staff quality in the field assigned to them.
5. Professors shall declare their ancillary positions and publish them.

§11 Endowed chairs

Article 28 Establishment and regulations

1. The board of a legal person with full legal capacity may submit a reasoned request to the Executive Board for authorisation to establish an endowed chair at the University.
2. The articles of association of the legal person and the regulations concerning the establishment of the chair should be attached to the request.
3. The articles of association or the regulations should include provisions to the effect:
 - a. that the chair shall be supervised by a board consisting of at least three members, of whom at least one is a professor at the Faculty concerned;
 - b. that the legal person shall not appoint the endowed professor until the intended appointment has been approved by the Executive Board;
 - c. that the legal person shall report annually to the Executive Board on the activities undertaken with regard to the chair during the past academic year.
4. The Executive Board shall make a decision, after consulting the Dean of the Faculty concerned, the Scientific Director and the Doctorate Board. The Board may limit the authorisation to a specific period.
5. The Executive Board shall draw up a procedure for the appointment of endowed professors.

III ADMINISTRATIVE ORGANISATION

Article 29 Administrative units

1. Each Faculty, referred to in Article 3 of these Regulations, is an administrative unit.
2. Each Service Department, referred to in Article 5 of these Regulations, is an administrative unit. The Executive Board may designate other administrative units.
3. A Service Department, as referred to in paragraph 2, is managed by the Director. The Executive Board shall appoint the Director, after consulting the Service Council.

Article 30 Administrator

1. The Faculty Board is the Manager of a Faculty. Decisions of the Faculty Board are signed by the Dean on behalf of the Faculty Board.
2. The Director referred to in Article 29(3) of these Regulations is the Manager of a Service Department.
3. The Executive Board may issue regulations and instructions regarding the powers and duties of the Manager.
4. The Manager is accountable to the Executive Board regarding the manner in which the management mandate or authorisation is performed.

Article 31 Powers of the Manager

1. The Executive Board shall grant the Manager a mandate or authorisation, details of which are to be determined further, for the performance of the Manager's duties.
2. Where the Manager is absent for a prolonged period, the Executive Board may temporarily revoke the mandate or authorisation referred to in paragraph 1 and grant it in its entirety or partly to another person in the administrative unit.
3. The grant of a mandate or authorisation is made in writing in a transparent manner, and as far as possible is timed to coincide with the appointment as Manager. The scope and the conditions under which the mandate or authorisation are granted shall be specified at that time.
4. Within the limits of this mandate or authorisation, the Manager is entitled to handle matters and sign documents independently on behalf of and under the responsibility of the Executive Board, with due regard for these Regulations and the relevant regulations, instructions and guidelines issued by the Executive Board.
5. The mandate or authorisation shall not be exercised where the Executive Board has indicated that it wishes to handle a matter itself.
6. Activities, actions, decisions and undertakings which bind or commit the University are only possible on behalf of the Executive Board when undertaken by or on behalf of the Manager to whom the respective authority has been granted by the Executive Board.

Article 32 Reservation of powers

The Executive Board shall in any event not grant any mandate or authorisation for:

- a. the power to appoint or dismiss professors, directors, heads of department and other categories of staff to be designated by the Executive Board, nor for classification in the associated UFO profiles and levels;

- b. the power to impose disciplinary punitive dismissal;
- c. any application for required statutory authorisations with regard to security, health and working conditions;
- d. taking out loans, investing money or opening bank or giro accounts;
- e. accepting and making donations and bequests;
- f. the preparation of the financial statements;
- g. substantial guarantees;
- h. erecting structures, acquiring, disposing of, encumbering, letting or leasing and granting the use of immovable property, including granting permission to cancel mortgage registrations and attachments as well as any other act of ownership;
- i. conducting legal proceedings, submitting disputes for arbitration, reaching settlements, entering into any compromissory agreement, acquiescing in court decisions and in the decisions of arbitrators.

Article 33 Building management

1. The management of the buildings and other real estate owned or used by the University is the responsibility of the Executive Board.
2. The Executive Board may designate a property manager for each building or other real estate asset.
3. The Executive Board shall grant the property manager a mandate, details of which are to be determined further, for the performance of the property manager's duties.

Article 34 Information

1. The property manager shall immediately notify the Executive Board of any circumstances or occurrences which are causing or threaten to cause serious disruption to the normal conduct of operations within the administrative unit.
2. In cases of extreme urgency, the property manager shall take appropriate measures, where possible after consulting the Executive Board, aimed at ensuring continuation to the maximum extent possible of the activities within the administrative unit. The property manager shall inform the Executive Board about the circumstances and the measures that have been taken at the earliest opportunity.
3. The property manager shall provide a replacement in case of absence. The replacement arrangements require the approval of the Executive Board.

Article 35 Resources

Without prejudice to Articles 31, 32, 33 and 34 of these Regulations, the property manager is tasked with the management of the resources that are made available for the administrative unit. Decisions regarding the use of the resources shall be made in accordance with the relevant rules, guidelines and instructions issued by the Executive Board and within the scope of the mandate or authorisation granted to the property manager.

IV PARTICIPATION BODIES

Article 36 Duties and composition of the University Council

1. The duties of the University Council are to engage employee participation to promote the development and implementation of policy in the interests of the University, while taking the various viewpoints at the University into account. The Council promotes to the best of its ability openness, transparency and mutual consultation in the University. In the University in general, the Council furthermore guards against any form of discrimination, promoting in particular the equal treatment of everyone.
2. The University Council consists of eighteen members, of whom nine are elected from among and by the staff and nine are elected from among and by the students.
3. Consultations with the University Council are conducted in accordance with the University Council Regulations.
4. The Executive Board shall promptly provide the University Council with the information it reasonably requires to carry out its duties.

Article 37 Miscellaneous

1. Each Faculty has a Faculty Council whose powers are set out in the University Council Regulations.
2. One or more Service Councils have been formed on behalf of the Central Service Departments. The powers of the Service Councils are detailed in the Service Councils' Regulations.
3. Each initial programme or group of programmes has a Programme Committee whose powers are named in the law.

V LOCAL CONSULTATION

Article 38 Local consultation

1. Local consultation with the employees' organisations is conducted in the Consultative Body on Personnel Matters of the University of Twente (OPUT).
2. Consultations are conducted in accordance with the Consultation Protocol of the Collective Labour Agreement for Dutch Universities (CAO Nederlandse universiteiten).

VI ACCESSIBLE FACILITY AND DISPUTES COMMITTEE STUDENTS AND EXTRANEANS

Article 39 Accessible facility: Complaints desk

1. The Executive Board shall establish an accessible facility, as referred to in Section 7.59a of the WHW: the complaints desk.
Interested parties as referred to in Section 7.59a of the WHW may lodge a complaint, appeal or objection in respect of a decision made by a University entity, or the failure of a University entity to make a decision, in writing at the facility. Appeals or objections must be submitted in writing within six weeks.
2. The facility shall acknowledge in writing receipt of a complaint, appeal or objection that has been filed with it to the interested party and, after registering the date of receipt on it, shall pass it to the competent entity as soon as possible. The date of receipt referred to in the previous

paragraph shall determine whether a complaint, appeal or objection has been submitted before the six-week deadline.

Article 40 Examination Appeals Board

The university has an Examination Appeals Board referred to in Article 7.60. etc. of the Act.

Article 41 Disputes Advisory Committee

1. The University has a Disputes Committee, as referred to in Section 7.63a of the WHW. The members of the Disputes Committee are functionally independent, and are not affiliated with the University.
2. The Disputes Committee advises the Executive Board on objections relating to other decisions, or the failure to make such decisions, in accordance with the WHW and regulations based on it than those referred to in Section 7.61 of that Act.
3. The Disputes Committee shall investigate whether an amicable settlement between the parties is possible.
4. In urgent cases, the chair of the Committee can rule, if requested to do so, that the Committee should advise the Executive Board as soon as possible. The chair shall determine within one week of receipt of the objection whether it should be deemed an urgent case and shall inform the interested parties and the Executive Board thereof as soon as possible. The Executive Board shall then make a decision within four weeks after receipt of the objection by the facility.
5. The Executive Board shall make a decision within ten weeks after receipt of an objection, without prejudice to the decisions on the grounds of the procedure referred to in the previous paragraph.

VII RULES APPLYING TO THE USE OF UNIVERSITY BUILDINGS, GROUNDS AND OTHER FACILITIES

Article 42 Regulations

1. Anyone using University buildings, grounds and other facilities, including material facilities for the purposes of education and research, shall adhere to the relevant regulations issued in that regard by or on behalf of the Executive Board as well as any and all instructions, whether given orally or in writing.
2. Anyone using University buildings, grounds and other facilities, including material facilities for the purposes of education and research, shall furthermore conduct themselves in such a way so as:
 - not to cause any harm or damage nor any nuisance, either directly or indirectly, to the University or any third party;
 - not to infringe any right of the University or any third party, nor to act in contravention of any legal obligation;
 - in general, not to act contrary to the unwritten rules of social convention.
3. In the event that a person breaches the regulations referred to above, has caused a serious disturbance within the University's buildings and grounds and has not ceased such disturbance even after receiving a warning from or on behalf of the Executive Board, the Executive Board may deny that person access to the institution on a permanent basis or terminate their enrolment as a student or external student.

VIII CONCLUDING AND TRANSITIONAL PROVISIONS

Article 43 Interpretation

In cases not provided for in these Regulations or where any article may be interpreted in different ways, the Executive Board will have the final decision.

Article 44 Entry into force

These Regulations shall enter into force on 19 June 2024.

Article 45 Title of these Regulations

These Regulations may be cited as the: UT Administrative and Management Regulations