



**Faculty of Behavioural, Management
and Social Sciences (BMS)**

Faculty Regulations



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INTRODUCTION

The BMS Faculty Regulations are based on the Higher Education and Research Act (WHW). Throughout the text there are references to the relevant articles in the Higher Education and Research Act (WHW). These regulations consist of five chapters:

- General information
- Structure and governance of the faculty
- Education and research
- Participation and faculty committees
- Transitional and final provisions

CHAPTER I GENERAL INFORMATION

Article 1 Definitions

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

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| University: | The University of Twente (UT), located in Enschede; |
| WHW/legislation: | The Higher Education and Research Act; |
| CvB: | The Executive Board of the University of Twente; |
| Faculty: | The Faculty of Behavioural, Management and Social Sciences; |
| BBR: | The University of Twente's Governance and Management Regulations; |
| Dean: | The dean of the Faculty of Behavioural, Management and Social Sciences; |
| Faculty Council: | The council of the Faculty as stipulated in article 9.37 of the legislation; |
| Programme Committee: | The committee as stipulated in article 9.18 of the legislation; |
| Examination Board: | The board as stipulated in article 7.12 of the legislation; |
| Strategic Council: | The council as stipulated in article 15.3 of the University of Twente's Governance and Management Regulations; |

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

CHAPTER II STRUCTURE AND GOVERNANCE OF THE FACULTY

Article 2 Faculty governance

Notes: this article is based on articles 9.12 and 9.13 of the WHW, and the 2018 BBR (article 17).

1. The Faculty Board is composed of four members, i.e. the Dean, the holder of the management portfolio, the holder of the education portfolio and the holder of the research portfolio. The Dean is the chairperson of the Faculty Board.
2. Deviations from the provisions of subsection 1 will require authorization by the Executive Board, which will hear the Strategic Council's opinions on the matter.
3. Without prejudice to the Faculty Board's responsibility for its decisions and actions, the Faculty Board is free to submit suggestions regarding a distribution of tasks to the Executive Board. The Executive Board will then approve this distribution of tasks, including the authority to sign.
4. One student of the faculty concerned will be granted the opportunity to attend the Faculty Board's meetings, in which the student will have an advisory say (student assessor).
5. The members of the Faculty Board are appointed, suspended and dismissed by the Executive Board.
6. With the sole exception of the holder of the management portfolio, the members of the Faculty Board are appointed for a term to be determined by the Executive Board. Generally, this will be a four-year term.

7. In the event that the Dean resigns from his/her position as a member of the Faculty Board, either before or at the end of this term, the holders of the research and education portfolio will hand over their portfolios.
8. With regard to the holders of the management portfolio, the Executive Board may decide that they can be appointed to that position within a particular faculty for a four-year period, after which they will be able to be re-appointed to the same position once, for another term of up to four years.
9. The holders of the education and research portfolio must be full professors, who have been appointed by the university, and who work in the faculty concerned. These portfolio holders must have teaching/research competencies as well as management competencies.
10. Educational Programme Directors cannot be members of the Faculty Board.
11. Contrary to the stipulations in subsection 5, the Dean and other members of the Faculty Board will be able to be suspended or dismissed before the end of their term if there are serious reasons to do so.
12. Before appointing or dismissing the Dean or any other member of the Faculty Board, the Executive Board will consult the Faculty Council and Faculty Board in all confidentiality. The confidential meetings will take place at a time that will allow them to have a genuine impact on the decision-making process.
13. The Faculty Board will invite the student members of the Faculty Council to submit nominations for the position of the student assessor (advisor) and will then submit a shortlist of candidate student members to the Executive Board. Candidate student members on this proposed shortlist cannot be Faculty Council members. The Executive Board will appoint the student member recommended by the Faculty Board for a one-year period. The student assessor cannot be a member of the Faculty Council at the same time.

Article 3 Duties of the Faculty Board

Notes: the duties of the Faculty Board are stipulated in various articles of the WHW (9.14, 9.15 and 9.16). Additional duties can be incorporated in the Executive Board mandate.

1. The Faculty Board is charged with the general governance of the faculty. In addition, the Faculty Board is tasked with the governance and structuring of the faculty with regard to education and research.
2. The Faculty Board will approve the faculty's regulations to allow for proper governance and structuring of the faculty. The adoption of, and amendments to, the faculty's regulations require authorization by the Executive Board.
3. The Dean contributes to the governance of the university by discussing with the Executive Board drafts of the institution's plan and budget, among other things.
4. Furthermore, the Faculty Board is tasked with the duties outlined in article 9.15 of the WHW.

Article 4 Accountability and obligation to inform

1. The Faculty Board is accountable to the Executive Board. It will furnish the Executive Board with any information regarding faculty requested by the Executive Board.

CHAPTER III EDUCATION AND RESEARCH

Article 5 Faculty programmes

Notes: This article is based on article 9.11 of the WHW. The BBR outlines which programmes are established for a particular faculty.

The Faculty BMS has the following bachelor programmes:

- Bachelor of Science Communicatiewetenschap (CW)
- Bachelor of Science European Public Administration (EPA)
- Bachelor of Science International Business Administration (IBA)
- Bachelor of Science Onderwijskunde (OWK)
- Bachelor of Science Psychologie (PSY)
- Bachelor of Science Technische Bedrijfskunde (TBK)

The Faculty BMS has the following master programmes:

- Master of Science Business Administration (BA)
- Master of Science Communication Studies (CS)
- Master of Science Educational Science and Technology (EST)
- Master of Science of Environmental and Energy Management (MEEM)
- Master of Science European Studies (ES)
- Master of Science Industrial Engineering & Management (IEM)
- Master of Science Leraar VHO Maatschappijleer- en Maatschappijwetenschappen (LVHOM)
- Master of Science Leraar VHO Zaakvakken (LVHZV)
- Master of Science Philosophy of Science, Technology and Society (PSTS)
- Master of Science Psychology (MPS)
- Master of Science Public Administration (PA)
- Master of Science Science Education and Communication

and the Professional Learning Master programmes:

- Master Public Management (MPM)
- Master of Science Risk Management (MRM)

Article 6 Programme Director and duties

Notes: This article is based on article 9.17 of the WHW.

1. A Programme Director is in charge of educational programme management within the faculty.
2. For each programme (or programme combination), the Faculty Board will appoint a Programme Director, who is a lecturer or professor at the university.
3. The appointment of the Programme Director must be approved by the Executive Board.
4. The Programme Director, who falls under the responsibility of the Faculty Board, is responsible for the organisation and implementation of the programme.
5. The Programme Director will advise the Faculty Board with regard to any decisions or changes relating to the Education and Examinations Regulations (OER), the internal quality assurance system, and the measures required in terms of external quality assessment.
6. The Programme Director supervises the teaching of the subjects, and the programme components outlined in the Education and Examinations Regulations (OER).

Article 7 Examination Board(s)

Notes: this article is based on articles 7.12, 7.12a, 7.12b, and 7.12c of the WHW.

1. The Faculty Board will establish an Examination Board for a group of programmes in the faculty.
2. The members of the Examination Board are appointed by the Faculty Board on the basis of their expertise in the area of a particular programme. At least one member must be a programme lecturer, or a lecturer for a programme which is part of the programme cluster, and at least one member must not pertain to this group. The Dean will consult the members of the relevant Examination Board before appointing a new member.
3. The Examination Board will appoint examiners who will administer the exams. These examiners will provide the Examination Board with any information that is requested.
4. Among other things the Examination Board will have the following duties and authorizations:
 - a. Maintaining the standards of both written and oral exams;
 - b. Establishing rules and regulations;
 - c. Grant students permission with regard to a self-determined study programme;
 - d. Grant exam exemption.
5. The Examination Board establishes rules with regard to the implementation of these duties and authorizations, and the measures that may be taken.
6. The term of office for members of the Examination Board is two years. They can be re-appointed twice.
7. The Examination Board drafts an annual report on its activities, which it submits to the Dean.

Article 8 Programme Committee

Note: the text is based on the text of Articles 9.18 and 9.38c WHW that will enter into force on 1 September 2017.

1. The Faculty Board establishes a Programme Committee for every initial programme or group of programmes with an equal balance between students and staff.
2. The following Programme Committees have been established for the BMS faculty:
 - Programme committee IBA/BA: for the BSc programme IBA and the MSc programme BA
 - Programme committee CW/CS: for the BSc programme CW and the MSc programme CS
 - Programme committee EPA: for the BSc programme EPA
 - Programme committee LVHOM/LVHZV/SEC: for the MSc programmes LVHOM, LVHZV and SEC
 - Programme committee OWK/EST: for the BSc programme OWK and the MSc programme EST
 - Programme committee PA/ES: for the MSc programmes PA and ES
 - Programme committee MEEM: for the MSc programme MEEM
 - Programme committee MPM: for the MSc programme MPM
 - Programme committee MRM: for the MSc programme MRM
 - Programme committee PSY: for the BSc programme PSY and the MSc programme PSY
 - Programme committee PSTS: for the MSc programme PSTS
 - Programme committee TBK/IEM: for the BSc programme TBK and the MSc programme IEM

Procedure for appointing members of the Programme Committee:

3. The procedure to appoint new student members to the programme committee must begin with a public call for candidates by the study association of the relevant programme. Consequently, the study association produces a list of all suitable candidates in order of preference, based on advice from the chair of the programme committee, motivational letters, and facultative interviews. Finally, the Faculty Board appoints the student members, having heard the preference of the Faculty Council. The appointed students should preferably reflect the student population with regards to study progress and nationality.
4. Staff members are to be appointed by the Dean on the nomination of a staff member by the current staff members and the chair of the Programme Committee. Staff members should preferably be appointed from different departments in the programme.
5. Each year, the Faculty Council places the procedure for setting up a Programme Committee on the agenda, and the Dean and Faculty Council determine whether the use hereof is appropriate.
6. The term of office for members of the Programme Committee is one year for students, and two years for staff members. They can be re-appointed once. The Faculty Council will be notified of the appointments.
7. The Programme Committee elects its own Chair.
8. A Programme Committee shall meet at least eight times a year. The schedule of meetings shall be adopted at the start of each academic year and will be geared to the schedule of meetings of the Faculty Council. Additional meetings may be scheduled at the request of the Programme Director or the Programme Committee, and should be accompanied by a statement of the reasons involved. The meeting shall take place within three weeks of the submission of a written request for a meeting to the Chair of the Programme Committee.
9. The Programme Committee has the following duties:
 - a. To advise on how to promote and guarantee the quality of the programme.
 - b. Right of approval with regard to the Education and Examination Regulations (OER), as outlined in Article 7.13 WHW with the exception of the subjects specified in the second paragraph under a, f, h to u and x, and with the exception of the requirements referred to in Articles 7.28(4) and (5) and 7.30b WHW.
 - c. Conduct an annual review of the implementation of the Education and Examination Regulations (OER).
 - d. Right to advise with respect to the Education and Examination Regulations (OER), as outlined in Article 7.13 WHW, with the exception of the topics with respect to which the Programme Committee has right of consent on the basis of subsection b.
 - e. On request or at its own initiative, the Programme Committee can provide advice or submit proposals to the Programme Director and the Dean about any matter relating to the programme.

10. The Programme Committee is given the opportunity to discuss recommendations with the Programme Director or the Dean, before they are issued.
11. The Programme Director or Dean notifies the Programme Committee in writing, as soon as possible, as to how the recommendations issued have been carried out.
12. The Programme Committee sends the recommendations and proposals referred to in paragraph 9 to the Faculty Council, for information.
13. The Programme Committee is a consultative participation body (Art. 9.38c WHW), by virtue of which it has the rights laid down in Art. 9.39 WHW (disputes committee)
14. The Programme Committee is entitled to facilities and training (Art. 9.48 WHW). Physical locations for meetings and administrative support shall be facilitated by the faculty. There is a budget for training to which the Programme Committee can resort.
15. At least twice a year, the Programme Committee shall be authorized to invite the Programme Director or the Dean to a meeting to discuss the proposed policy. At least once a year, this discussion will take place with the Dean directly.
16. Once a year the Programme Committee issues an annual report, which is made publicly available.

Article 9 Research and education within the faculty

Notes: based on article 1 sub j and k, and 22 BBR

1. Research and education within the faculty are carried out in clusters (with a specified capacity; groups of related science areas).
2. Research and education can take place in a cooperative, inter-faculty manner, as outlined in article 22 of the BBR.

CHAPTER IV PARTICIPATION AND FACULTY COMMITTEES

Article 10 Faculty Council

Notes: BBR based on article 9.37 of the WHW

1. The faculty has a Faculty Council which is made up as follows: the Faculty Council will consist of 10 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. 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.

Article 11 Faculty committees

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:

- Ethics Committee
- Tenure Track Committee
- Career Committee

CHAPTER V FINAL PROVISIONS

Article 12 Disputes

In the event of a dispute on the interpretation of any article in these Regulations, disputes between the Faculty Board and the Executive Board will be settled by the Executive Board, whereas internal affairs pertaining to the faculty will be settled by the Dean.

Article 13 Nomenclature

These Regulations may be referred to as the 'Regulations of the Faculty BMS'.

Article 14 Conclusion

These Regulations were adopted by the Faculty Board of BMS, after the Faculty Council had given its consent and after the Executive Board had approved them, d.d. It replaces all previous versions of Regulations.