



## Procedural rules for the Graduate School of Psychology (GSP) of the Faculty of Psychology, University of Basel

*(Please note that this is a translation of the approved German version)*

Approved by the Faculty Assembly on July 6, 2023

### I. Basic principles

§ 1. The procedural rules of the GSP regulate the tasks of the GSP, the responsibilities within the GSP, and its financial planning and use of funds.

§ 2. The GSP promotes excellence in the training of PhD students at the Faculty of Psychology, University of Basel. United under the umbrella of the GSP are:

- structured PhD programs of the Faculty of Psychology.
- unaffiliated doctorates ("Einzeldoktorate").

§3. The PhD regulations of the Faculty of Psychology form the legal basis for the PhD training.

§4. The content of the GSP offers is defined in the *Supplementary Regulations for the Graduate School of Psychology*.

#### *Goals of the GSP*

§ 5. The goals of the GSP are:

- the systematic promotion of young scientists.
- the grouping of PhD training under a common roof, which creates synergies in training and at the same time does justice to the individuality of the different research areas.
- the international profiling of the faculty and its research.

### II. Organization

§ 6. The GSP comprises the following organizational units:

- Governing body
- Members
- Executive board
- Coordination office
- Structured PhD programs

#### *Governing body*

§ 7. Governance of the GSP is the responsibility of the governing body. The governing body is the Faculty of Psychology.

#### *Members*

§ 8. Admission as a PhD candidate at the Faculty of Psychology in accordance with the currently valid PhD regulations automatically leads to admission to the GSP.

<sup>2</sup> No further selection is made by the GSP.

<sup>3</sup> PhD students who prove affiliation with another graduate school of the University of Basel may withdraw from the GSP upon written application to the executive board.



### *Executive board*

§ 9. The following are members of the executive board:

- the chairperson of the executive board
- the Dean of Research (ex officio)
- the chairpersons of structured PhD programs of the Faculty of Psychology (ex officio)
- one PhD student
- the coordinator of the GSP (ex officio, with an advisory vote)
- the coordinators of the PhD programs of the Faculty of Psychology (ex officio, with an advisory vote).

<sup>2</sup> If one person holds several ex officio seats, there shall be no alternative composition of the executive board.

<sup>3</sup> The chair of the executive board shall be held ex officio by the Dean of Research.

<sup>4</sup> The PhD candidate is nominated and elected by members for a period of two years. The election is organized independently by members. The result of the election is to be communicated to the chairperson in writing. One-time re-election is possible.

<sup>5</sup> The executive board shall be convened by the chairperson as often as business requires, but at least once within twelve months.

<sup>6</sup> The governing body constitutes a quorum if at least half of all voting members are present.

<sup>7</sup> Resolutions are passed by simple majority. In the event of a tie, the chairperson has the casting vote. Circular resolutions are possible, provided that all voting members of the committee respond.

<sup>8</sup> The executive board of the GSP is responsible for

- strategic leadership and development of the GSP
- coordination of the structured PhD programs of the Faculty of Psychology and its courses
- quality assurance
- external presentation
- decisions on financial planning and use of funds

<sup>9</sup> Duties of the chairperson of the executive board. The chairperson

- is the academic head of the GSP
- manages the day-to-day business of the GSP
- convenes the executive board and chairs its meetings
- manages the coordination office
- represents the GSP within and outside the University of Basel.
- Implements decisions in accordance with these rules of procedure and the documents referred to therein.

### *Coordination office*

§ 10. The GSP coordinator provides operational management for the Graduate School and is responsible for supporting the executive board and the chairperson. The individual tasks are listed in the job description.

### *Structured PhD programs*

§11. Under the GSP, the structured PhD programs exist autonomously in terms of content and governance.

<sup>2</sup> The GSP assumes a coordinating function with regards to the structured PhD programs so that PhD courses and activities are optimally coordinated, synergies are exploited, and redundancies avoided.

### *Administrative allocation and finances*

§ 12. The GSP is part of the Faculty of Psychology.

§ 13. The GSP is funded by the University of Basel.



### III. Transitional and final provisions

#### *Effectiveness*

§ 14. These procedural rules come into force after approval by the Faculty Assembly of the Faculty of Psychology of the University of Basel. They replace the procedural rules adopted by the Faculty Assembly on 27.02.2019 with immediate effect.

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