

## Procedural rules for the “Society and Choice” doctoral program of the University of Basel’s Faculty of Psychology

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

19.10.2022

Approved by the Faculty of Psychology Assembly on November 16, 2022

### I. Basics

§ 1. The procedural rules for the “Society and Choice” doctoral program (hereinafter SC-PSY) regulate the organization of the doctoral program, the responsibilities within the program, and the finances of the doctoral program.

§ 2. With the aim of providing excellent training for doctoral students, the doctoral program offers structured doctoral training in the field of psychology, particularly in the field of Society and Choice.

§ 3. The legal basis of doctoral training is the currently valid doctoral regulations of the Faculty of Psychology (Promotionsordnung).

§ 4. The content of the SC-PSY doctoral program is set out in the current *Supplementary Regulations for the Doctoral Program “Society and Choice” (Ergänzenden Regelungen zum Angebot des Doktoratsprogramms «Society and Choice»)*.

§ 5. The goals of the SC-PSY doctoral program are:

- The best possible qualification of doctoral students with a view to a successful academic career.
- To offer an outstanding training program tailored to the needs of the respective cohort; the training program is characterized by its internationality.
- Ensuring excellent supervision of doctoral students.
- Creating a proactive environment that supports doctoral students as best as possible on their way to becoming committed and autonomous scientists.
- Encouraging doctoral students in building up a local, national, and international network.
- Steadily increasing the international visibility of doctoral training in the field of Society and Choice

#### *Administration and finances*

§ 6. The SC-PSY doctoral program is part of the Faculty of Psychology.

§ 7. The SC-PSY doctoral program is financed by funds from the University of Basel. Additional financial contributions from Faculty of Psychology funds and/or third-party funds are possible.

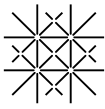
### II. Organization

§ 8. The SC-PSY doctoral program has the following organizational elements:

- Governing body (Trägerschaft)
- Members (Mitglieder)
- Program management board (Programmleitung)
- Coordination office (Koordinationsstelle)

#### *Governing body (Trägerschaft)*

§ 9. Governance of the SC-PSY doctoral program is the responsibility of the governing body. The governing body responsible for the SC-PSY doctoral program is made up of Group I members, who as a rule belong to the research field Society and Choice and have been accepted into the governing body after written application to the program management board. Members of the governing body may leave the program upon request.



### *Member (Mitglieder)*

§ 10. Doctoral students in the governing body's research centers can become members of the SC-PSY doctoral program. Admission as a member takes place upon written application to the coordination office with the following documents:

- Covering letter
- Curriculum vitae
- Written confirmation of supervision from a member of the governing body for primary supervision (Erstbetreuung)
- Proof of enrollment at the University of Basel
- Confirmation of admission to the doctorate by the University of Basel's Faculty of Psychology, thus fulfilling the admission requirements in accordance with the applicable doctoral regulations (Promotionsordnung)
- Commitment to scientifically honest conduct in accordance with current university standards

<sup>2</sup> For doctoral students who are not carrying out their doctorate in one of the governing body's research centers, associate membership (adjunct member) in the SC-PSY doctoral program is possible. Associate membership entitles the holder exclusively to participate in the workshops and educational events of the doctoral program. Admission as an associate member takes place upon written application to the coordination office with the following documents:

- Covering letter
- Curriculum vitae
- Confirmation of co-supervision by a member of the governing body
- Proof of enrollment at the University of Basel
- Confirmation of admission to the doctorate by the University of Basel's Faculty of Psychology, thus fulfilling the admission requirements in accordance with the applicable doctoral regulations (Promotionsordnung)
- In-depth knowledge of at least one of the SC-PSY main research fields
- Commitment to scientifically honest conduct in accordance with current university standards

<sup>3</sup> Students in the specialization of social, economic, and decision psychology in the Master's program in psychology at the University of Basel can be admitted to the doctoral program as "Science Trackers". The Science Track is defined as a module in Appendix 446.800Mb of the Faculty of Psychology study regulations. Membership as a Science Tracker allows participation in selected workshops and educational events of the doctoral program and Graduate School of Psychology. Membership expires upon completion of the Master's program. Admission as a Science Tracker takes place upon written application to the coordination office with the following documents:

- Covering letter
- Curriculum vitae
- Proof of enrollment at the University of Basel and choice of specialization in social, economic, and decision psychology

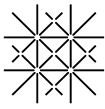
### *Program management board*

§11. The program management board includes:

- the chairperson of the program management board
- the heads of the research centers belonging to the governing body
- one doctoral candidate
- the coordinator of the SC-PSY doctoral program (ex officio, without voting rights, with the right to make proposals)

<sup>2</sup> The program management board elects a chairperson from its own ranks for a period of two years. Election to the chair is conditional on membership of the governing body. Re-election is possible once. The position must be relinquished if membership of the management committee ceases.

<sup>3</sup> The doctoral candidate is elected by the members for a period of one year. Nomination and election are organized and documented independently by the members. The chairperson must be informed in writing of the result of the election. Re-election is possible once.



<sup>4</sup> The program management board is convened by the chairperson as often as business requires.

<sup>5</sup> The program management board has a quorum if at least half of all voting members are present.

<sup>6</sup> Resolutions are passed with a 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 board respond.

<sup>7</sup> Tasks of the program management board: The program management board is responsible for the implementation of all measures to achieve the objectives and decisions on strategic changes and innovations. The program management board is further responsible for:

- Election of the chair of the program management board
- strategic development
- preparation of the annual budget; decisions about financial planning and the use of funds
- Quality assurance
- Reporting on program and financial planning to the department, faculty, and rectorate
- Selection of the coordination office
- Decisions on the admission of adjunct members
- Representation of the SC-PSY doctoral program within and outside the University of Basel

<sup>8</sup> Duties of the chairperson of the program management board. The chairperson

- is the academic director of the SC-PSY doctoral program
- manages the day-to-day business of the SC-PSY doctoral program
- convenes the program management board and leads its meetings
- assumes management of the coordination office

<sup>9</sup> Non-controversial tasks and decisions, and those within the meaning of these Rules of Procedure and the documents referred to therein, may be dealt with by the chairperson.

#### *Coordination office*

§ 12. The coordinator reports to the program management board, promotes all concerns of the SC-PSY doctoral program, and supports the program management board and the chairperson. They fulfil the tasks assigned to them with the aim of efficient and reliable processes. They perform their duties in compliance with applicable law, the rules and regulations of the University of Basel, and the decisions of the higher authorities. Individual tasks are listed in the job description.

### **III. Transitional and final provisions**

#### *Effectiveness*

§ 13. These rules of procedure come into force after approval by the Faculty Assembly of the University of Basel's Faculty of Psychology. They replace the rules of procedure of 04.11.2020.

Basel, December 21, 2022

Prof. Dr. Jens Gaab  
Dean, Faculty of Psychology