

**Regulations for the  
“Center for international Development and  
Environmental Research”  
of Justus Liebig University Giessen**

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## Preamble

At the point where Environmental and Social Sciences intersect, the “Center for international Development and Environmental Research” (ZEU) carries out international research projects. Furthermore, it contributes to Justus Liebig University’s international profile by offering regular and further scientific training.

### § 1 Legal Position and Designation

The center is Justus Liebig University Giessen’s central scientific institution and its name is “Zentrum für internationale Entwicklungs- und Umweltforschung” or, in English, “Center for international Development and Environmental Research.” Its acronym, ZEU, remains the same, irrespective of any applied language.

### § 2 Tasks

(1) The ZEU, with due consideration of the specific subject cultures, is tasked with creating structural and organizational parameters for an inter- and transdisciplinary cooperation of those of JLU’s disciplines which show a methodical and/or subject-related overlap with development and environmental research. This way, the ZEU both supports and encourages the JLU’s research profile and its concept of internationalization.

(I) With this approach, the Center especially executes the following tasks:

#### 1. Research

1.1 The Center carries out research projects concerning basic issues of international development and environmental research. In this regard it cooperates with all faculties and institutions of JLU interested in the above topics.

1.2 On a regular basis, the Center releases its research findings in scientific publications, on its homepage and in further forms of publication. In addition, it organizes and carries out symposia and lectures.

#### 2. Teaching and Advanced and Further Education

2.1 The Center assists the university departments in the coordination and creation of their respective curricula with methodical and/or subject-specific connections with international development and environmental research.

2.2 In cooperation with the graduate centers, the Center supports the training of doctoral students and junior researchers and scientists.

2.3 The Center incorporates doctoral students and junior scientists into the academic procedures and research projects carried out by the ZEU.

### 3. Internationalization

The Center contributes to achieving the Justus Liebig University's aims of internationalization and thus to the university's international profile; it creates incentives for visiting national and international professors and junior researchers and scientists.

(II) Quality management and continuing development of the Center's work are achieved via the Center's bodies as specified in § 4.

## § 3 Structure

(1) The ZEU's research activities are based on subject-specific/methodical priorities. These represent the research interests of the ZEU's members and are defined by the latter. Each focus area should include at least two graduate members of the ZEU, belonging to different disciplines. As a rule, a graduate member may be involved in a number of different focus areas.

(2) At the request of a member based on § 5, the Center's Council can establish and terminate a focus area. The area's speaker and his/her deputy are elected from among its members.

(3) The speaker serves as contact for the ZEU's bodies (§ 4) and is responsible for organization and coordination of activities within the respective focus areas.

## § 4 Bodies of ZEU

The Center comprises of the following bodies:

1. the General Assembly (§ 7),
2. the Center's Council (§ 8),
3. the Executive Board (§ 10).

## § 5 Membership

(1) The following persons are members of the Center:

- a) Graduate students and graduates, as long as their jobs are established within the Center.
- b) All further employees of the ZEU are ZEU members ex officio.
- c) Enrolled student and research assistants, as long as they receive their payment via one of the ZEU's cost centers.

d) The ZEU's interns and guest students.

(2) The following persons may become members of the Center, based on a reasoned submission:

- a) for the duration of four years, professors named by the executive committee of Justus Liebig University,
- b) graduate students and graduates, as long as they have agreed to assist in the Center's tasks concerning teaching and/or research on a regular basis.

Persons not working for the JLU may become ZEU members based on the recommendation of the Center's Council.

(3) The ZEU's Executive Board decides on membership applications based on the purpose of fulfilling the ZEU's tasks according to § 2.

(4) ZEU membership ends

- a) by way of a written notice of resignation handed in to the Executive Board;
- b) for persons listed in § 5 (1) at the time of termination of their employment at the ZEU;
- c) for graduate students after graduating;
- d) in accordance with § 6 (6);
- e) at the end of four years in accordance with § 5 (2a).

## § 6 Rights and Duties of Members

(1) Being a member of the Center entitles the member to make use of the Center's available infrastructure and resources. Members agree to cooperate with and support each other.

(2) Members pledge to contribute to the accomplishment of the tasks set down in § 2 and to especially and actively support the Center in raising third-party-funds.

(3) At any time, members may submit proposals to the Executive Board for activities which should be carried out within and supported by the ZEU. Notably, members are supposed to contribute to and/or initialize joint applications.

(4) Members are obliged to hand in reports and, when becoming a member, agree to contribute to the ZEU's monitoring system via the Research Information System (*Forschungsinformationssystem* (FIS)) or to actively take part in one regular evaluation carried out by the Center.

(5) With regards to scientific misconduct, principles and procedural rules of the Justus Liebig University apply. If the "Standing Committee for the Investigation of Accusations of Scientific Misconduct" („Ständige Kommission zur Untersuchung von Vorwürfen wissenschaftlichen

Fehlverhaltens“) determines a case of misconduct, the Center’s Council can bar a member from the Center by way of a majority vote.

(6) If a member does not attend to his or her duties according to § 6 (2) and (3), membership may be terminated by the Executive Board. Prior to that, the member will have the chance to make a statement.

## **§ 7 General Assembly**

(1) The General Assembly convenes at least once a year after being invited by the Executive Board. Upon request of at least ten members, the Executive Board has to convene a General Assembly. The request has to include a proposal for the Assembly’s agenda.

(2) All members of ZEU have a vote in the General Assembly.

(3) The General Assembly decides on changes to those regulations, which have been proposed by the Center’s Council or the Executive Board.

(4) One of the Executive Board’s members presides over the General Assembly.

## **§ 8 The Center’s Council**

(1) The Center’s Council comprises of:

- a) the Executive Board;
- b) the focus areas’ speakers (§ 3, (1));
- c) two representatives of the group of research assistants, who have been elected by their peers for a duration of three years;
- d) one representative of the administrative-technical personnel, who has been elected by the Center’s administrative-technical staff for a duration of three years;
- e) one person out of all members who is especially responsible for equality and gender issues and has been elected for a duration of three years; this person solely serves in an advisory function.

(2) The persons listed in § 8 (1) have to be members of the ZEU. Save for the Managing Director they are elected in election meetings.

(3) Deputies have to be elected for all members of the Center’s Council.

(4) When a Center’s member leaves the ZEU, his or her membership in the Center’s Council ends.

## § 9 Tasks of the Center's Council

- (1) The Center's Council is responsible for affairs which are of fundamental importance for the Center (compare § 2), unless these regulations state otherwise.
- (2) The Center's Council is supposed to convene at least once a semester. Its tasks are first and foremost:
  - a) the election of the Executive Board,
  - b) the appointment of the Managing Director (§ 11),
  - c) decisions with regards to the Center's strategic focus and direction,
  - d) preparation and determination of rules and standards concerning the Center's quality management,
  - e) the creation, change and cancellation of focus areas,
  - f) the development and creation of proposals for modification and suggested changes of these regulations.
- (3) The Center's Council may delegate tasks to the Executive Board or the Management.

## § 10 Executive Board

- (1) The Executive Board comprises of a speaker and two other ZEU members as his or her deputy. The Center's Council elects the Board of Director's members for the duration of three years. The Managing Director belongs to and serves the Executive Board in an advisory function.
- (2) Within the frame set out by the Center's Council, the Executive Board decides on all matters in connection with coordination and ongoing administration. It is also responsible for the Center's strategic business and subsequently has to:
  - a) decide on personnel and physical resources allocated to the ZEU,
  - b) decide on new members and termination of membership (§ 5 (4)),
  - c) take responsibility for scientific exchange within the Center,
  - d) safeguard the formal and contentual participation in globally budgeted job posting and staff procedures,
  - e) arrange and conclude target agreements between the Center and the Chair of Justus Liebig University after hearing the Center's Council.
- (3) The Executive Board' speaker acts as chairman or chairwoman of the Center's Council, carries out its decisions and represents the ZEU within and outside the JLU. Should the speaker be prevented from carrying out his or her duties, another member of the Executive Board will act in the speaker's place.

(4) Should an issue arise which cannot be postponed and falls within the jurisdiction of the Center's Council but cannot be decided because the Council cannot convene for a meeting or because the meeting did not have a quorum, the Executive Board can make a preliminary decision; in this case, the members of the Center's Council have to be informed of the situation immediately.

## **§ 11 Management**

(1) The Managing Director is responsible for the operative business and supports the Executive Board.

(2) The Managing Director, in accordance with the decisions made by the Center's Council and the Executive Board, is responsible for

- a) managing the Center's projects,
- b) management of the ZEU office,

as well as for

- c) governing the research assistants,
- d) the internal communication of ZEU and JLU,
- e) the ZEU's public image,
- f) coordination of measures taken concerning quality control and management, and
- g) managing the Center's funds.

## **§ 12 Funding**

The Center's work is funded by a budget allocated to it by the Justus Liebig University Giessen and by attracting and raising third-party-funds.

## **§ 13 Responsibility for Budget and Allocation of Resources**

(1) The ZEU's Executive Board is responsible for the Center's budget.

(2) Only members of the Center can apply for project funding. The projects have to correspond with the aims and measures of the ZEU.

## **§ 14 Principles and Commencement**

(1) Unless determined otherwise by these regulations, the general regulations of JLU's Constitution of 3-15-2001 and of JLU's Electoral Rules of 3-2-2009 are applicable in their latest version.

(2) These regulations become effective on the day after their publication; on the same day, the ZEU's Organizational Statutes of December 17, 1997, which were effective until then, will cease to be effective.