Article 1  Tasks

In accordance with Article 5.4.1 of the applicable regulations of the Nijmegen School of Management, the Scientific Advisory Committee is responsible for providing advice on research.

Article 2  Composition

The Committee consists of 10 to 15 members of the academic staff and one or two PhD candidates.

Article 3  Appointment and term of office

1. The members, including the Chair of the Committee, are appointed by the Dean.
2. The Dean will consult with the Vice-dean of Research before appointing any members.
3. The members are appointed for a period of three years.
4. When a member is appointed to fill a vacancy, this appointment will be for the remaining term.
5. Membership is restricted to two reappointments.

Article 4  Methods

1. The Chair shall call a Committee meeting at least once a year, but may do so more often if the Chair considers a meeting necessary.
2. The Chair is also obliged to call a Committee meeting at the request of the Faculty Board. This request must be submitted to the Chair in writing or by email and must include a duly substantiated proposal for addressing the specific clearly defined agenda points.
3. The summons to a meeting shall be communicated in writing or by email at least five working days before the meeting date.
4. At the request of at least one member, decisions are made via a Committee vote, decided by a simple majority. In case of a tie, the Chair shall determine the final outcome.
5. Valid decisions may only be taken if at least half of the Committee members are present at the meeting.

Article 5  Final Provision

In cases not covered by these Rules and Regulations, the Faculty Board will decide in consultation with the Chair of the Committee.

The Dean

Appendix: Notes on these Rules and Regulations
Introduction

The Scientific Advisory Committee finds its mandate in Article 5.4 of the applicable regulations of the Nijmegen School of Management. This article states:

5.4.1 The Scientific Advisory Committee is charged with advising the Faculty Board on matters pertaining to research.
5.4.2 The Scientific Advisory Committee consists of members whose number and appointment is determined by the Dean.
5.4.3 The Dean shall appoint the Chair of the Committee.
5.4.4 The Scientific Advisory Committee shall determine its own working methods.

Article 1 Tasks

The Committee advises the Vice-dean of Research and by extension the Faculty Board on their request or on its own initiative.

In order to prevent uncertainty in executing the advisory role of the Faculty Board that is defined in the faculty regulations, it is required that every recommendation submitted to the Faculty Board and every request for advice from the Faculty Board goes through the Vice-dean of Research.

The Vice-dean of Research determines whether a recommendation should be formally addressed to him/her or to the Faculty Board. If the Vice-dean of Research deviates from a recommendation from the Scientific Advisory Committee, he/she must inform the Faculty Board and include a written explanation of the motivation to deviate from the recommendation. The Faculty Board then makes a decision. The Scientific Advisory Committee will be informed by the Vice-dean of Research of the decisions made on matters for which the Scientific Advisory Committee has submitted recommendations.

The Committee is asked to advise on the following:

a. the scientific policy as prepared by the Faculty Board;
b. assessment of the progress of PhD projects.

Point a. may include the following aspects:

• proposals for research profiling;
• proposals for the use of faculty and university innovation resources for research;
• quality policy and administrative handling;
• research development planning;
• external research assessments;
• PhD candidates policy.

The assessment of the progress of PhD research projects that are conducted within the faculty falls under point b., regardless of the funding method. These assessments provide recommendations on the continuation of the project. The details of the procedure are laid out in the Training and Supervision Plan for PhD candidates.
About nine months (for internal candidates) or eighteen months (for formal external candidates) in a PhD candidate’s project, the SAC will invite them to report on their progress. At this point in their trajectory, PhD candidates will be evaluated based on:
- A project proposal and work plan, and if possible their first research results (a first paper or draft chapter, whether a literature review or preliminary empirical results), all of which they are asked to submit beforehand;
- An oral report of their progress.

**Article 2 Composition**

A balance between the faculty’s research focus areas is sought in the composition of the Committee. Members are expected to actively engage in the faculty profiling of research and, in principle, perform a function at the level of assistant, associate or full professor.

**Article 3 Appointment and term of office**

The Dean is responsible to appoint the Chair and members of the Committee. He/she consults the Vice-dean of Research in this respect, which essentially means that the Vice-dean of Research can provide one or multiple recommendations in consultation with the heads of departments and the Chair of the incumbent Committee. This implication is, as such, not included in the faculty regulations.

**Article 4 Methods**

No comments.

**Article 5 Final Provision**

No comments.

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