



**FACULTY REGULATIONS  
 THEOLOGY AND RELIGIOUS STUDIES  
 2018**

**Chapter I                    GENERAL PROVISIONS**

**Article 1**

In these Regulations, ‘the Act’ refers to the Higher Education and Research Act (*Wet op het hoger onderwijs en wetenschappelijk onderzoek*, WHW).

All other terms in these Regulations, to the extent that they are also mentioned in the Act, have the same definition as that assigned to them by the Act.

**Chapter II                    ADMINISTRATIVE ORGANIZATION**

**Section 1                    Faculty Board**

**Article 2**

1. The Faculty Board has three members, appointed by the Board of the University in consultation with the incumbent Faculty Board.
2. The Board of the University appoints the Chair and Deputy Chair and determines the division of duties among the Board members, notwithstanding the responsibility of the Board as a whole for its decisions and actions.
3. The Managing Director of the Faculty is elected for five years; the other members for four years.

**Article 3**

1. The Faculty Board will invite the student members of the Faculty Council to select a student to attend the meetings of the Faculty Board for the term of one year to advise the Board.
2. The student referred to in Article 3.1 may not be a member of the student section of the Faculty Council.
3. Before appointing a student as referred to in Article 3.1, the student section of the Faculty Council must first consult the chair of the Faculty Board or the Faculty Board as a whole.

**Article 4**

1. With due observance of Article 2.2, the Faculty Board may decide on more detailed task allocation.
2. The Faculty Board must notify the Board of the University and the Faculty Council of its division of duties and the decision as referred to in Article 4.1 and publish these widely within the Faculty.

**Article 5**

The Faculty Board draws up Rules of Procedure for its meetings and presents these to the Faculty Council for information.

**Article 6**

The meetings of the Faculty Board are not public.



## Section 2 Faculty Council

### Article 7

1. The Faculty Council has ten members. Five members are chosen by and from among the staff, five members are chosen by and from among the students.
2. The staff members are elected for 2 years; the student members for 1 year.
3. Any member elected to fill an interim vacancy will resign at the time when the original member was expected to resign.
4. The term begins on 1 September of the year in which the elections for the section in question took place.
5. Members of the Board of the University, the Supervisory Board and the Faculty Board may not be members of the Faculty Council.
6. The members retire en masse at the end of their term, unless there are no successors due to special circumstances.
7. The outgoing members of the Faculty Council may be immediately re-elected for a new term.
8. The elections for the Faculty Council will be organized in accordance with the University of Groningen Electoral Regulations.
9. The meetings of the Faculty Council are open to the public, unless the Council decides otherwise, bearing in mind the Rules of Procedure.

### Article 8

The powers of the Faculty Council are in line with Article 9.34.3.h of the Act and are included in Chapter 7 of the University Council Regulations.

### Article 9

Membership of the Faculty Council can be terminated due to:

- a. resignation at the end of a term
- b. death
- c. written notification
- d. leaving the Faculty community
- e. transfer to another section as referred to in Article 7.

### Article 10

1. The Faculty Council elects from its members a Chair and one or more Deputy Chairs.
2. The Chair of the Faculty Council discusses the agenda with the Chair of the Faculty Board in preparation for each Faculty Council meeting. The Chair of the Faculty Board and the Chair of the Faculty Council or their deputies may invite other people to this meeting if they consider this relevant for the points to be discussed.
3. The Faculty Board will provide administrative support to the Faculty Council.

## Chapter III DEGREE PROGRAMMES

### Section 1 Programme Director

#### Article 11

1. The Faculty Board appoints one Programme Director for each of the Faculty's degree programmes.



2. The same Programme Director may be appointed for more than one degree programme.

#### **Article 12**

1. The Programme Director is in charge of organizing the details of the Teaching and Examination Regulations (OER) on behalf of the Faculty Board. The Programme Director, in consultation with the chair of the relevant department, determines who will be involved in the implementation of the Teaching and Examination Regulations and will provide the necessary directions. If no agreement can be reached, the Faculty Board will decide.
2. The Programme Director issues advice to the Faculty Board on the content, composition and programming of the Teaching and Examination Regulations.
3. The Programme Director issues advice to the Faculty Board about the system of internal quality assurance and the follow-up of external quality assurance.

#### **Article 13**

The Programme Director is accountable to the Faculty Board.

### **Section 2**

#### **Programme Committees**

#### **Article 14**

1. Each degree programme or cluster of degree programmes within the Faculty has its own Programme Committee. The Faculty Board may decide that one Programme Committee can be responsible for several degree programmes.
2. Half of the members of the Programme Committee are students and half are other members.
3. The composition of the programme committee takes place in line with the procedure as described in the appendix 'Process description for electing OC members' that forms a part of the Faculty Regulations.
4. It will be decided every year whether the alternative procedure for selecting members will be maintained. The chosen selection procedure must be established in the Faculty Regulations.



### Article 15

1. In accordance with Article 9.18 of the Act, the Programme Committee has as its task to issue advice on how to promote and guarantee the quality of the degree programme. In addition, the Programme Committee has:
2. the right of consent with respect to the OER, as referred to in Article 7.13 of the Act, with the exception of the topics listed in Article 7.13.2 under a, f, h to u and x, and with the exception of the requirements referred to in Articles 7.28.4, 7.28.5 and 7.30b.2
3. the task of annually assessing how the Teaching and Examination Regulations are implemented
4. the right to prior consultation with respect to the OER, as referred to in Article 7.13 of the Act, with the exception of the topics with respect to which the Committee has right of consent on the grounds of (a), and
5. the task to upon request or at its own initiative issue advice or submit proposals to the degree programme board, as referred to in Article 9.17.1 of the Act, and the Dean regarding any matter related to teaching within the relevant degree programme(s). The Board or the Dean, respectively, will react within two months of receiving this proposal. The Programme Committee will send the advice and proposals referred to in this paragraph to the Faculty Council for information purposes.
6. The Faculty Board and the degree programme board must ensure that whenever a decision to be taken must first be submitted to the Programme Committee for advice or consent in accordance with the Act and these Regulations:
  - a. the Programme Committee is given the opportunity to consult them before advice is issued or approval is given
  - b. the Programme Committee is informed as soon as possible of how this advice or approval will be acted upon
7. The Programme Committee sends the advice referred to in Article 18.1 to the Faculty Council for information purposes.
8. The Faculty Board will send the Faculty Council a copy of the information referred to in Article 15.2b for information purposes.
9. The Faculty Board allows the Programme Committee to use any facilities that are available and that can reasonably be deemed necessary to fulfil its duties. In accordance with Article 9.48 of the Act, the Faculty Board gives the members of the Programme Committee the opportunity to follow any training courses they may need to fulfil their duties for a period to be determined by the Faculty Board and the Programme Committee together. Faculty staff members will be allowed to follow such training courses during working hours and with full pay.

### Article 16

Programme Committee members are appointed for a period of one year. Members can be reappointed.

### Article 17

1. The Programme Committee is authorized twice a year to invite the Faculty Board in the presence of the relevant Programme Director to discuss the proposed policy on the basis of its established agenda.
2. The Programme Director will consult with the relevant Programme Committee about the implementation of the Teaching and Examination Regulations at least twice a year.

### Article 18

The Faculty Council may adopt a Programme Committee's advisory authority in



order to lodge a dispute, to the extent that this is in line with the advice of the Programme Committee.

### **Section 3 Admissions Boards**

#### **Article 19**

1. Admission to the degree programme and the various tracks is at the discretion of the Admissions Board of the degree programme. This Board consists of:
  - one member, also the chair, selected from the academic staff who teach on the degree programme
  - one member/two members selected from the academic staff who teach on the degree programme
2. The study advisor for the degree programme (or an equivalent member of faculty staff) will be appointed as an advisory member and also as secretary.
3. The Faculty Board is responsible for appointing members.

### **Section 4 Board of Examiners**

#### **Article 20**

1. Each degree programme or cluster of degree programmes within the institution has its own Board of Examiners.
2. The Board of Examiners is the body responsible for determining, in an objective and expert manner, whether individual students satisfy the conditions set out in the Teaching and Examination Regulations with regard to the knowledge, understanding and skills required to gain a degree.

#### **Article 21**

1. The Board of Examiners is established by the Faculty Board, and its members are appointed based on their expertise in the field of the degree programme or cluster of degree programmes involved. At least one member must be a lecturer in the relevant degree programme or programmes, and at least one member must be from outside the relevant degree programme or cluster of degree programmes. The other appointed members are experts in the subjects relevant to the degree programme, teaching content and testing.
2. The Board of Examiners may always consult with third parties to enhance its expertise.
3. Programme Directors or study advisors may not be members of the Board of Examiners.
4. The Faculty Board is responsible for ensuring that the Board of Examiners can function independently and in an expert manner.
5. The Faculty Board will consult the members of the relevant Board of Examiners before appointing new members.

#### **Article 22**

1. In addition to the duties and powers set out in Article 20, a Board of Examiners has the following duties and powers:
  - c. issuing certificates or statements, bearing in mind the provisions of Article 7.11 of the Act and the Model Certificate including related documents drawn up by the Board of the University



- d. ensuring the quality of examinations and final assessments, notwithstanding Article 7.12c of the Act
  - e. drawing up guidelines and instructions within the framework of the Teaching and Examination Regulations referred to in Article 7.13 of the Act, in order to determine the results of examinations and final assessments
  - f. the most suitable Board of Examiners may grant permission to a student to follow a degree programme designed by that student, within the meaning of Article 7.3d of the Act, the final assessment of which leads to the conferral of a degree, whereby the Board of Examiners also indicates to which of the institution's degree programmes that programme is considered to belong under the Act
  - g. granting exemptions from one or more examinations
  - h. issuing advice to the Board of the University regarding the Board's intention to terminate a student's registration as referred to in Article 7.42a of the Act.
  - i. Ensuring the quality of the organization and procedures surrounding examinations and final assessments.
2. Chairship or membership of the Board of Examiners ends when:
    - a. the appointment term expires and the Chair/member in question cannot or does not want to be reappointed
    - b. the Chair/member takes on a position that is incompatible with membership of the Board of Examiners
    - c. the employment contract ends (for the Chair/internal members)
    - d. the Chair/member starts teaching in one of the degree programmes covered by the Board of Examiners (for external members)
    - e. the Chair/member wishes to end their membership
    - f. the Chair/member demonstrably acts in contradiction of the statutory frameworks and duties of the Board of Examiners and the Faculty Board relieves the Chair/member of their duties on substantiated grounds.
  3. Any student or extraneous caught cheating may be excluded by the Board of Examiners from participation in one or more examinations or final assessments to be determined by the Board of Examiners, for a period of time also to be determined by the Board of Examiners with a maximum of one year. In serious cases of cheating, the Board of the University, on the recommendation of the Board of Examiners, may definitively terminate the student's registration for the degree programme.
  4. The Board of Examiners will draw up rules for the performance of the duties and exercising of its powers as set out in Article 20.1b, c and e and in Article 20.2, as well as for the measures that it can take in this context. The Board of Examiners may determine that, under certain conditions to be set by the Board, students need not pass all individual examinations in order to pass the final assessment.
  5. If a student submits a request or a complaint to the Board of Examiners that involves an examiner who is a member of the Board of Examiners, that examiner may not participate in the process concerning that request or complaint.
  6. The Board of Examiners draws up an annual report of its activities and presents these to the Faculty Board. In addition, the Board of Examiners may report to the Faculty Board whenever this is deemed necessary.
  7. With regard to the assessment policy that each Faculty Board may apply, the Board of Examiners has a number of specific duties. These are:
    - to draw up and/or confirm the test design procedure, assessment procedure, assessment criteria and the pass mark for tests and examinations
    - to appoint officials responsible for implementing the various components of the assessment



- to determine the method of periodic evaluation and the entire assessment system
- to evaluate the assessment plan in terms of the feasibility of the degree programme's learning outcomes
- to monitor that testing takes place in accordance with the assessment plan approved by the Faculty Board.

#### **Article 23**

1. The Board of Examiners appoints examiners to set examinations and determine the results. The Board of Examiners is responsible for ensuring that the examiners can function independently and in an expert manner.
2. The Board of Examiners only appoints examiners who satisfy the requirements of professional development in the field of assessment. If this is not the case, a temporary appointment is possible on condition that the examiner is supervised by an examiner who does satisfy these requirements.
3. The examiners must provide the Board of Examiners with the information it requests.

### **Chapter IV DEPARTMENTS OF TEACHING AND RESEARCH**

#### **Article 24**

1. The Faculty Board establishes departments of teaching and research, called departments, to promote the interrelationships between teaching and research, discussion among people working in the same field, and expertise needed to make responsible decisions in the field of teaching and research.
2. Staff who are not allocated to a department on the basis of Article 24 will be allocated by the Faculty Board to Faculty Services.
3. The Faculty has the following departments:
  - a. Jewish, Christian & Islamic Origins
  - b. Comparative Study of Religion
  - c. Christianity and the History of Ideas

#### **Article 25**

1. The Faculty Board appoints the members of the departments.
2. The day-to-day management of the department is in the hands of the departmental board, the chair of which is appointed by the Faculty Board.
3. The chair is appointed for a period of three years. Reappointment is possible.

#### **Article 26**

The teaching-related duties of the head of department include:

- a. organizing and distributing among the members of the department all teaching duties assigned to the department by the Programme Director on the basis of the approved teaching programmes
- b. supervising the implementation and coordination of teaching duties with regard to the degree programme(s) for which it is responsible
- c. where necessary, and in close consultation with the Programme Director, identifying personnel-related bottlenecks in the implementation of the degree programmes
- d. arranging programme coordination and guaranteeing the level and coherence of



- e. the content of the degree programme(s) falling under its responsibility
- e. making agreements with the Faculty Board about permanent and temporary staffing and the selection procedure.

The research-related duties of the head of department include:

- f. implementing the research policy of the Faculty
- g. making agreements with the Faculty Board about permanent and temporary staffing and the selection procedure
- h. exchanging and discussing the research results of the members of the department
- i. advising the Faculty Board on the programming of research.

#### **Article 27**

The Faculty Board will meet at least once a year with each head of department to discuss all strategic and other issues regarding the teaching and research for which the head of department is responsible. In addition, the Dean will have work meetings with the heads of department once every two months.

#### **Article 28**

The departments issue advice, upon request or at their own initiative, to the Faculty Board and the Programme Director(s) in all matters related to teaching on all programmes offered by the Faculty.

#### **Article 29**

The departments issue advice, upon request or at their own initiative, to the Faculty Board concerning approval of general guidelines for academic research and approval of the Faculty's research programme.

#### **Article 30**

The departments meet with the Programme Director(s), Programme Committees or the boards/directors of the research institutes or research schools, respectively, once a year, and whenever they request a meeting.

## **CHAPTER V RESEARCH INSTITUTES**

#### **Article 31**

Faculty research falls under the Centre for Religious Studies.

#### **Article 32**

- 1 The Board of the Centre for Religious Studies comprises a chair and at least four other members.
- 2 The Board of the Centre for Religious Studies comprises the Faculty Board member for Research, the chairs of the three departments and the Director of the Graduate School.
- 3 The PhD students nominate a representative from among their number as an advisor to the Board of the Centre for Religious Studies.
- 4 The Faculty Board appoints a Chair.
- 5 The Board is supported by an administrative secretary.



#### **Article 33**

1. The Board of the Centre for Religious Studies advises the Faculty Board on all matters regarding research conducted at the Faculty.
2. The Board of the Centre for Religious Studies advises the Faculty Board on all matters regarding the schedule for research conducted at the Faculty.
3. The Board of the Centre for Religious Studies advises the Faculty Board on all matters regarding the research-related internal and external quality assurance.

### **CHAPTER VI THE GRADUATE SCHOOL**

#### **Article 34**

1. The Faculty has a Graduate School of Theology and Religious Studies.
2. The main duty of the Graduate School is to provide teaching for the Research Master's degree programme in Theology and Religious Studies and the PhD programme in Theology and Religious Studies.
3. The Graduate School is responsible for supervising:
  - students of the Research Master's degree programme in Theology and Religious Studies
  - PhD students of the PhD programme in Theology and Religious Studies
  - PhD candidates with employee status as referred to in the Collective Labour Agreement for Dutch Universities
  - other PhD students.
4. The Graduate School has an academic director, who is appointed by the Faculty Board for a period of four years. The appointment must be approved by the Board of the University.
5. The structure of the Graduate School is set out in the Regulations concerning the Graduate School of Theology and Religious Studies.

### **Chapter VII APPOINTMENT ADVISORY COMMITTEES**

#### **Article 35**

The Faculty Board will appoint an Appointment Advisory Committee, in accordance with the University of Groningen Professor Policy and in preparation for its recommendation to the Board of the University with regard to the appointment of professors to the Faculty.

### **CHAPTER VIII DEGREE PROGRAMME ADVICE (BSA SYSTEM)**

#### **Article 36**

1. The Faculty Board issues advice to each student on whether it is wise to continue studying a full-time or dual Bachelor's degree programme no later than by the end of the first year of registration for the propaedeutic phase.
2. Contrary to the provisions of Article 36.1, this advice may be postponed if, as a result of personal circumstances as referred to in the 2008 WHW Implementation Decree, the student's suitability cannot as yet be assessed.



- Postponed advice must be issued within the propaedeutic phase.
3. If a binding (negative) study advice applies to a degree programme or cluster of degree programmes, the Teaching and Examination Regulations for the relevant degree programme(s) will include procedural rules to this effect.

## **Chapter IX FINAL PROVISIONS**

### **Article 37**

In the event of a difference of opinion concerning the interpretation of one or more articles in these regulations, the Faculty Board will have the final say.

### **Article 38**

1. These regulations will come into effect on the day after the Faculty Board is informed of the Board of the University's approval.
2. These Regulations replace any earlier Faculty Regulations.

### **Article 39**

These Regulations may be cited as the 'Faculty Regulations for the Faculty of Theology and Religious Studies 2018'.

As decreed by the Board of the Faculty of Theology and Religious Studies on 21 June 2018 after approval by the Faculty Council on 20 June 2018, and approval by the Board of the University on



## Appendix: Procedure for electing members of Programme Committees

### Background

1. The Enhanced Governance Powers (Educational Institutions) Act (WvB, Wet Versterking van de bestuurskracht van onderwijsinstellingen) has come into effect. This Act substantially expands on Article 9.18 of the WHW which covers Programme Committees. The changes regarding the
2. Programme Committee came into force on 1 September 2017. The most important change is that Programme Committees (OC) no longer primarily issue advice concerning the OER (Teaching and Examination Regulations). Instead, they have the primary task of making recommendations to guarantee and improve the quality of the degree programme – an altogether much broader responsibility. In addition, the Committee's right of consultation regarding certain elements of the OER has been converted into a right of consent.
3. It was also decided that the Programme Committee would henceforth be a consultative participation body.
4. Furthermore, the WHW now stipulates that the Programme Committee be authorized to consult with the board or director of the degree programme twice a year about proposed policy.

### Process

1. The description of the process for electing OC members is the result of discussions with the Chair of the Faculty Council. The Programme Committee was consulted, and its advice incorporated into the procedure.
2. This process is true to the spirit of the Enhanced Governance Powers Act, which regards the Programme Committee as a consultative participation body, and to the size of the Faculty.
3. The proposal is to implement the procedure immediately, and to include the change in the Faculty regulations from next academic year.
4. The Programme Committee regulations state that the way the committee is formed must be re-evaluated every year. The proposal is to hold this evaluation after the elections of spring 2018 and to include the adapted procedure in the new Faculty regulations.



## Process description for electing OC members

### 1. Staff members:

2. The Faculty Council will contact the Faculty Board in April/May with the request to propose candidates (lecturers) for the various Programme Committees (OC) for the next academic year.
3. The Faculty Board will propose candidates to the Faculty Council.
4. The Faculty Council will approve or disapprove of the proposals, giving reasons.
5. The Faculty Board will appoint the approved candidates for the lecturer section of the Programme Committees.

### 6. Student members:

5. The student members of the Faculty Council will start the procedure for selecting student candidates for the Programme Committees for the subsequent academic year in April/May.  
The sitting OC members will be consulted and a departing OC member will be involved in the interviews of candidate members. The student members of the Faculty Council will propose the selected students to the Faculty Council.
6. The Faculty Council will convey its approval of the proposed candidates to the Faculty Board.
7. The Faculty Board will appoint these candidates to the student section of the Programme Committee.

In spring, the Faculty Board will discuss the procedure for the elections for members of the Programme Committees with the Faculty Council (see Faculty Board proposal dated 13 March 2017, ref. u17.038|07.125.3).

8. *Decreed by:*

9. *Faculty Board on 12 April 2018*