

## THE YOUNG ACADEMY GRONINGEN RULES AND REGULATIONS

### **Article 1. Description of the Terms used**

- a. UG: University of Groningen
- b. UG Executive Board: The Executive Board of the University of Groningen (College van Bestuur, CvB)
- c. YAG: Young Academy Groningen
- d. Members: Members of the Young Academy Groningen as referred to in article 4 of these regulations
- e. YAG Board: Young Academy Board as referred to in article 6 of these regulations

### **Article 2. Young Academy Groningen Vision**

1. YAG members are young researchers who have:
  - a. exhibited academic excellence
  - b. demonstrated a broad interest in science and scholarship.
2. The YAG contributes to the culture of excellence at the UG,
  - as an incubator for ideas, to the benefit of both research and policy,
  - by celebrating the core values of academic freedom and integrity;
  - by representing and fosters diversity in the academic community;
  - as a platform for the development of academic leadership.

### **Article 3. Mission and Objectives**

1. The objective of the YAG is to develop and organize activities with the intention to achieve the following:
  - a. stimulate dialogue and collaboration between disciplines, within and outside of the University of Groningen;
  - b. give a voice to early-career researchers at the University of Groningen to influence policy;
  - c. promote investment in the professional development of early career researchers at the UG through optimal career paths;
  - d. explore new approaches for connecting academia and society, with particular focus on the Northern Netherlands.
2. To achieve this members of the YAG will join (one or more) of four working groups from which the various activities will be organized.
  - a. Interdisciplinary Working Group
    - i. stimulates dialogue and collaboration between disciplines.
    - ii. celebrates the diversity of disciplines at the University of Groningen, YAG organises events where experts from different fields are brought together to reflect on academic, scientific or societal themes that benefit from a multidisciplinary approach. These events use both formal and informal settings.

- iii. stimulates the interdisciplinary gain of the PhD projects allotted to the YAG as outlined in Article 8.
- b. Policy Working Group
  - i. develops a vision on (academic) policy (e.g. allocation of university funds, staff performance evaluation criteria, NWA - National Science Agenda, UG themes) and speaks out on this in the form of meetings, writing position papers, involvement in debates and discussions, etc.;
  - ii. brings together the community of UG early-career researchers, by organising workshops/meetings on (academic) policy issues;
  - iii. communicates with other Young Academies in the Netherlands to exchange ideas on policy related matters.
- c. Outreach Working Group
  - i. develops a vision on YAG's specific opportunities for outreach, complementing existing activities at the UG;
  - ii. initiates outreach activities and explores opportunities for interactive rather than unidirectional communication.
- d. Diversity and Internationalisation Working Group
  - i. works towards a supportive rather than challenging working environment for early-career researchers at the UG. It promotes mentorship and coaching for all staff.
  - ii. explores a more diverse tenure-track system, which rewards papers and grants as well as teaching and other contributions to the organisation.
  - iii. aims to promote and maintain the university's diversity and inclusivity of all academics, with a specific focus on early-career researchers.
  - iv. organises events at which such topics are addressed (informative), or events through which diversity and inclusivity will be promoted (hands-on). Moreover, we aim to identify issues that may be at the root of inequality related to gender, nationality, race, religion, language, etc.<sup>3</sup>. In addition, each year the new YAG members participate in the organization of a Yearly Project as outlines in Article 4.

4. YAG is a platform for the development of academic leadership. To achieve its goals, the YAG provides training opportunities for its members (in e.g. academic leadership, dealing with media), but also aims to extend these to the larger group of early career academics it represents.

5. YAG is an internationally oriented organization where the working language is English.

#### **Article 4. Selection**

1. The YAG aims to include at least 30 active members.
2. Members represent the diverse environment at the UG, aiming for balanced representation of gender, nationality (Dutch versus International), discipline, and time after PhD defense.
3. Rules for YAG Membership selection.

1. Every year the board of YAG publishes a call for new members. Selection will be held through an open round with the application being limited to the application form and a CV of at most 500 words.
  - a. Eligible for YAG membership are University of Groningen or UMCG employees (contract > 0 hours ) who received their PhD within the last 10 years, measured from the date of the call.
  - b. This period may be extended up to a maximum of 2 years in case of
    - pregnancy (12 months per child)
    - illness or childcare (formal reduction in working hours)
    - training in a clinical specialism (total aggregated time spent on training)
  - c. Former YAG members are not eligible for a new membership period.
2. For each faculty, a list of the received applications is sent to the Dean for consultation.
3. The YAG Board proposes a new member selection committee to the General Assembly of the YAG (see Note 1).
4. The selection committee invites applicants from the list (see point 4) for an interview based on their CV and motivation (see Note 2).
5. After the interview round, up to seven prospective candidates will be nominated for YAG membership by the selection committee. The selection committee will aim for a balanced representation of genders, nationalities, and disciplines
6. The University Board appoints the new YAG members nominated by the selection committee.
7. YAG Membership lasts 5 years.
8. Selection will be based on two rounds of selection. The first round based on academic CV and letter of motivation. Second round is by interview to discuss applicants ideas for concrete contributions to the YAG. Selection will be based upon criteria outlines in Section 3.

4. The member selection committee will consist of 5 members, including one YAG Board member and two further YAG members. Two external members will be chosen from the UG and/or UMCG. In its proposal for a new selection committee, the YAG Board will aim for a balanced representation of genders and disciplines.

5. Members of The National Dutch Young Academy (DJA) of the Royal Dutch Academy of Arts and Sciences (KNAW) are automatically welcome to become members of the YAG.

### **Article 5. Membership**

1. Members are obliged to be active on behalf of YAG. They are expected to attend all General Assemblies, at least one plenary meeting per year, and participate actively in YAG meetings and activities.

2. Members are expected to spend approximately 4 hrs. per week on YAG related activities. *As part of this, members are typically expected to take up a board position or chair a working group at some point during their membership.*

3. All new members appointed within a calendar year are expected to contribute to the Yearly Project of that cohort. They are automatically members of the corresponding Yearly Project working group.

4. Discharge upon one's own request can take place due to expiration of the terms of nomination in accordance with the member's written request to the YAG Board.
5. When the UG or UMCG appointment of a member stops during the five years of the YAG membership, members become **YAG Alumni** (see point 7).
6. Members who have completed their 5 year run become YAG Alumni (see point 7.)
7. YAG Alumni

While YAG alumni do not have any official capacity within the YAG once their membership ends, the YAG seeks to benefit from its network of alumni, e.g. by inviting them to participate in events, by seeking advice on suitable topics and by including them in relevant committees. Moreover, YAG alumni can participate in project proposals provided the project also includes actual YAG members.
8. Any YAG member whose appointment at the UG/UMCG stops during their 5-year membership automatically becomes a YAG alumnus.
9. The YAG Board can decide to discharge a member before the end of the term of nomination if the person misbehaved towards the UG, UMCG or the YAG in his/her actions or expressions in such a way that a continuation of the membership cannot be reasonably expected. If a member is discharged in this manner, they are not eligible for YAG Alumni status.

#### **Article 6. General Assembly**

1. Active members of the YAG as outlined in Article 5 form the General Assembly.
2. General Assembly will meet at least twice per year.
3. Each active YAG member carries one vote. Voting by proxy is not allowed. Majority vote wins.
4. The collective voice of the General Assembly carries the highest authority.
5. Members of the General Assembly are asked to join one or more of the four working groups as outlined in Article 3.2.
  - a. One member of each working group will act as chair for the working group.
  - b. The working group chair is decided upon by the members of the working group and approved by the YAG Board.
  - c. The chair of the working group is the driving force for the working group and leading its organization.
  - d. The working group chair is in close contact with the affiliated YAG Board member (see Article 7).
  - e. A working group chair cannot be a member of the YAG Board.

#### **Article 7. YAG Board**

1. The YAG Board consists of a chair and three other members as deputy chairs.
2. Each board member will act as an advisor to one of the four working groups mentioned in Article 3.2:

3. The board is responsible for:
  - a. preparation of the General Assembly;
  - b. implementing the decisions made by the General Assembly;
  - c. representing the YAG;
  - d. informing the YAG members about issues which are presented to the Board from external sources;
  - e. finances, yearly reports, proposing a working programme;
  - f. interacting with the Deans, Rector, and other administrative bodies within the UG or UMCG;
  - g. interacting with their affiliated working group to help guide, consult and advise the working group and the working group chair;
  - h. any other task laid down in regulations agreed upon by the General Assembly.
  
4. The chair of the board
  - a. acts as an official spokesperson for the YAG;
  - b. sets the agenda for Board meetings;
  - c. chairs the meetings of the Board;
  - d. chairs the meetings of the General Assembly ;
  - e. is responsible for any other task laid down in regulations agreed upon by the General Assembly.

If there is a tie in any voting procedures amongst the Board members, the chair's vote will count as double.

5. Any opinion voiced by members of the Board as representative of the YAG should reflect the opinion of the General Assembly.
  
6. Board members of the YAG need to be appointed at the UG or UMCG for more than 0 fte.
  
7. If there are vacancies, the remaining committee members form the YAG Board until the vacancies have been filled.
  
8. Election of the Board
  - a. Board members are elected by the General Assembly.
  - b. Vacancies are announced to all members at least one month before the General Assembly.
  - c. Prospective candidates submit their names to the board at least two weeks before the General Assembly.
  - d. The board communicates the candidates' names to all members.
  - e. Voting takes place in writing during the General Assembly.
  - f. Only YAG members present at the General Assembly are entitled to vote.
  - g. Proxy voting is not allowed.
  - h. Every YAG member present at the General Assembly has one vote.
  - i. If there are as many candidates as there are positions and no YAG member present at the General Assembly objects, election can take place by acclamation with no formal ballot procedure.
  - j. The Board selects the Chairperson from among its members, and sends its selection to the next General Assembly for formal approval.

9. The election takes place at the yearly General Assembly in June, or at the first General Assembly after a Board position has become available.
10. A YAG Board position carries a minimum duration of one year (except for extenuating circumstances as outlined in point 11 and 12) up to a maximum duration of two years. The YAG Board will organize a rotating system where at least one but no more than two previously elected Board members remain on the Board together with newly elected Board members.
11. In the case of unforeseen personal or professional circumstances, board members can request to be honorably discharged by the General Assembly, which on reasonable grounds, will not be refused.
12. A board member who takes up appointment at another university agrees to honorably discharge themselves of their Board role (see Article 5).

### **Article 8. Budget**

1. The UG Executive Board (CvB) makes funds and personnel available to the YAG annually, in order for the Young Academy to execute tasks.
2. Procedure for YAG Projects
  - a. YAG members have the opportunity to make use of up to 30,000 per year for YAG Group Projects. Each individual YAG member may request up to 2000 euros per year as part of a YAG Group project.
  - b. The proposed project must demonstrate how it actively contributes to the missions and objectives of the YAG as outlined in Article 3.
  - c. There are two submission rounds February 15 and October 15. The YAG Projects amount is divided equally among the two application rounds.
  - d. YAG Board is authorized to issue an extra round in case of underspending of the budget.
  - e. YAG Group projects must consist of at least one or more YAG member and may involve one or more non-YAG member. (Note, only YAG members can request the 2000 euros each). Groups write up a summary (no more than one page) of what the funds are being requested for and explain how the project fits within the goals and missions of the Young Academy Groningen.
  - f. Submissions / Proposals are sent to YAG Board for approval.
  - g. If necessary, the YAG Board may decide to install a funding selection committee.
  - h. Priority for allocating funds will be based on the quality of the application, including durability and feasibility, the fair distribution of the Young Academy projects on the various above-mentioned objectives and the granting of previous applications.
  - i. The application shall be sent not later than the submission date set by the YAG Board. Application forms are submitted electronically, as embedded file in an email to [youngacademy@rug.nl](mailto:youngacademy@rug.nl).
  - j. YAG Board members may also submit a proposal in accordance with these procedures. If the Board considers that the proposal meets the conditions set out in this document, the project grant shall be awarded.

- k. YAG Board shall, within four weeks after the deadline of submission, reach a decision concerning the projects to be funded.
- l. Applicants are to be informed of the result within two weeks after the YAG Board reached a decision.
- m. There will be an advance payment of 80% of the amount granted, as far as possible from the date of commencement of the project. If the grant is awarded for a stay abroad, the advance will be paid if possible at least one month before the planned start of the stay.
- n. Within three months after the conclusion of the project, the YAG member submits to the YAG Board short written report, including any tangible results generated by the project. A summary of these short reports related to the project is included in the annual report of the Young Academy and is posted on the website of the Young Academy.
- o. There will be a final budget settlement within three months after completion of the project, which shall be accounted for by the grantee about the income and expenses (copies of) relevant evidence and explanations. This statement should be arranged to enable a proper comparison with the initial proposed budget. After approval of the final settlement by the YAG Board the remaining 20% of the amount granted shall be paid, or have any amount not spent returned to the Young Academy. If the YAG Board does not approve the budget, the YAG Board has the power to recover the amount previously awarded in whole or in part.
- p. The project must start within 1 year after the award of the project.

5. Personal budgets: Members are allocated 1000 euros per year for personal budget to use as they see fit for professional development.

6. All other costs, such as costs for meetings and gathering (room rentals, miscellaneous costs such as coffee/tea/etc), YAG specific training activities (communications training, etc.) maintenance of the YAG website, and student employment costs are covered within the YAG Budget.

7. Staff Costs (personell 0.5FTE) cover the costs to employ a YAG programme coordinator.

### **Article 9: PhD Projects**

- 1. Each year the YAG are allocated 3 interdisciplinary PhD projects
- 2. The three interdisciplinary PhD positions per year for the YAG are fully funded (bench fees not included) by the Board via the PhD scholarship programme budget (proposed and approved by Corporate Control).
- 3. The faculty of one of the YAG applicants is responsible for administration of the contract for the PhD position. This is necessary for administrative purposes with the Graduate Schools since a PhD position cannot practically be split between two hosting faculties. The YAG members can decide themselves which Faculty will serve as primary host. In the case where co-applicants consist of one YAG member and one non-YAG member, the Faculty of the YAG member is the host faculty for the PhD student.
- 4. All faculties involved make an agreement about the way the bench fees and the promotion fee are split between the faculties.

5. YAG members participate annually in submitting and selecting three PhD project themes. The following procedure will be used to select the projects:
  - a. Members of the YAG can submit one or more research ideas for the yearly interdisciplinary PhD projects. This idea (500 words maximum) is not a complete research proposal.
  - b. A research idea needs to have at least two supervisors. The primary supervisor needs to be a YAG member, but two YAG supervisors are preferred. The two supervisors need to work at different faculties or research institutes at the University of Groningen. However, external collaborators (such as members of other universities and industry partners) can be involved in the project.
  - c. YAG members who were successful in a previous YAG PhD project round are not entitled to submit a research idea for following rounds.
  - d. All YAG members rank all research ideas, except their own.
  - e. The three highest ranking research ideas are selected for publication in an advertisement on the university website.
  - f. An advertisement will be published which invites students to submit a full proposal on
    1. one of the research ideas listed in the advertisement, *or*
    2. another topic on the intersection of the fields of expertise of two or more YAG members.
  - g. After the deadline for applications has closed, the YAG board forms a selection committee consisting of at least the authors of the three advertised research ideas and three other YAG members.
  - h. The committee convenes to decide which candidates to invite for an interview. See also *Note 1*.
  - i. The committee has interviews with the selected candidates. See also *Note 2*.
  - j. The committee selects the best three candidates.
  - k. All faculties and graduate schools are informed of the choices of the selection committee.

*Note 1.* Before deciding to invite students who have applied with a proposal on (f2), the committee will consult with the projects' intended supervisors.

*Note 2.* In case all proposals selected relate to the three research ideas advertised, the committee may decide to form one sub-committee per research idea for the interview round.

### **Article 10. Internal regulations**

1. The YAG Board will draw up regulations after consulting with the UG Executive Board, which in any case will include stipulations in regards to Young Academy member meetings, election of YAG Board members and the appointment of committees within the academy.
2. The YAG Board may amend these regulations with approval from YAG general assembly.

These regulations will become effective on 13 June 2017.

Groningen 13 June 2017