

Organisational Regulations of the Research Committee of the University of Lucerne (OrgR FoKo)

from 01 January 2025

The Senate of the University of Lucerne,

based on § 32 para. 1 of the Statutes of the University of Lucerne (University Statutes) of 13 December 2023¹,

decides:

1 General provisions

§ 1 Subject matter and scope of application

¹ The Research Committee is a committee of the Vice-Rectorate Research in accordance with § 14 para. 3 let. a and § 34 of the University Statutes². These regulations govern the organisation of the Research Committee and its tasks.

² The requirements and the procedure for awarding grants from the research fund are regulated in a separate directive.

§ 2 Principles

¹ The Research Committee is committed to creating optimal framework conditions for researchers and thus to strengthening research at the University of Lucerne.

² It supports the implementation of the university's strategy by promoting the acquisition of third-party funding and interdisciplinary and international exchange.

³ The Research Committee supports the promotion of the scientific careers of young researchers.

2 Research Committee

§ 3 Presidium

¹ The Vice-Rector for Research acts ex officio as President of the Research Committee.

² The Research Committee must appoint a Vice-President from among its members who is a member of the professorial staff.

³ The President is responsible for the following tasks:

- a) preparing, convening and chairing committee meetings and being responsible for the minutes of the meetings;
- b) the management of the secretariat;
- c) Formulation of resolutions and decrees;

¹ SRL No. 539c.

² SRL No. 539c.

d) representing the Committee internally and externally.

⁵ He or she may delegate tasks insofar as this is permitted by higher-ranking law.

§ 4 Composition, deputies and experts

¹ The composition of the Research Committee is set out in Section 32 (2) of the University Statutes.

² With the election of the faculty representatives, the mid-level faculty representatives and the student representatives, the corresponding number of substitute members must be elected, so that in the event of being prevented from attending a meeting, a deputy is guaranteed to sit on the committee and/or attend a meeting.

³ The Research Committee may call in other persons who are not members of the committee in an advisory capacity.

§ 5 Tasks of the Research Committee

¹ The Research Committee decides on the awarding of grants from the research fund to members of the University of Lucerne in accordance with separate guidelines.

² At the request of the President, it can also take on mandates for the evaluation of funding applications from other university funding lines.

³ The Research Committee also advises the Vice-Rectorate Research on the development and implementation of the research strategy and supports quality assurance in research, in particular the university research evaluation process.

§ 6 Meetings

¹ The Research Committee generally meets twice a year, although the President may convene extraordinary meetings.

² Agenda lists and documents for the committee meeting must be sent out at least seven days before the date of the meeting.

³ Requests to discuss an agenda item at a committee meeting must be submitted in writing to the chairperson at least fourteen days before the meeting.

⁴ The President decides at his or her own discretion at which committee meeting a requested agenda item will be dealt with.

§ 7 Quorum and passing of resolutions

¹ The Research Committee is quorate if at least half of its members are present.

² Resolutions are passed by a simple majority of the votes cast. Abstentions do not count.

³ The President votes and has the casting vote in the event of a tie.

⁴ In justified cases, resolutions of the Research Committee may be passed in writing or in electronic form by order of the President.

3 Final provisions

§ 8 Official secrecy and confidentiality

¹ The members of the Research Committee and any experts consulted for the evaluation are bound by official secrecy within the scope of their duties.

² In particular, the members of the Research Committee are obliged to maintain confidentiality with regard to personal information and decisions.

§ 9 Entry into force and transitional law

¹ These regulations enter into force on 1 January 2025.

² At the same time, the regulations for the Research Committee of the University of Lucerne dated 1 January 2021 will be repealed. Ongoing procedures will be concluded in accordance with the previous law.