

Vienna, 6th of November 2024

Constitution of the VDP (Doctoral School in Philosophy) at the University of Vienna

1. Organization

The governance structure of VDP is based on the existing structures and appointment mechanisms and incorporates them into the structure described below. This applies in particular to the roles of the DSPL, the doctoral advisory boards, the faculty conference and the study conference. Activities resulting from these functions are not listed here again.

The VDP's organization consists of the following bodies (and corresponding offices):

- a) the VDP General Assembly;
- b) the VDP Doctoral Researchers Assembly;
- c) the VDP Supervisory Faculty Board;
- d) the VDP Non-Supervisory Faculty Board
- e) the VDP Steering Committee;
- f) the VDP Team of Directors and the VDP Scientific Coordinator
- g) the VDP International Advisory Board.

Ad a) The **VDP General Assembly** consists of all VDP doctoral researchers, all VDP faculty members, and the VDP administrative personnel. A General Assembly meeting is called by the VDP director on the demand of at least 1/3 of the VDP doctoral researchers and/or VDP faculty members and/or administrative personnel. At a VDP General Assembly meeting, the representative of the Doctoral Researchers' Assembly and the director of the VDP will give an account of the activities of the VDP doctoral researchers, the Researchers' Assembly, and the VDP steering committee and Team of Directors, respectively.

Ad b) The **VDP Doctoral Researchers' Assembly** consists of all VDP doctoral students. It meets for its regular meeting at least once per semester (an irregular meeting is called by the VDP doctoral researchers' representative on the demand of at least 1/3 of the VDP doctoral researchers within 4 weeks). The VDP Doctoral Researchers' Assembly elects, from amongst its members, two VDP doctoral researchers' representatives and up to two deputy representatives. (The deputy representatives are allowed to participate in Steering Committee meetings, without voting rights. If a main representative is not present, their voting right is automatically transferred to a deputy representative, if present.) Ad c) The **VDP Supervisory Faculty Board** consists of all VDP supervisors.

Ad c) Tasks of the **VDP Faculty Board** include

- electing two members to the VDP Steering Committee with simple majority. If not more than two candidates volunteer, the candidates automatically count as elected.
- proposing a new candidate to the relevant bodies and office holders of the university in case a member of the VDP Team of Directors resigns.
- electing new members of the VDP International Advisory Board.

Ad d) The **VDP Non-Supervisory Faculty Board** consists of all postdoctoral VDP members without the right to supervise (e.g. university postdocs, third-party funded postdocs, permanent lecturers). Tasks of the VDP Faculty Board include

- electing two members to the VDP Steering Committee with simple majority. If not more than two candidates volunteer, the candidates automatically count as elected.
- proposing a new candidate to the Steering Committee in case an elected member from the Non-Supervisory Faculty Board resigns.

Ad e) The **VDP Steering Committee** consists of the VDP Team of Directors and of the elected representatives of

- (i) the doctoral researchers,
- (ii) the Non-Supervisory Faculty Board, and
- (iii) the VDP Supervisory Faculty Board.

The VDP Steering Committee is elected for a period of 2 years. If an elected representative step down during the period, the pertinent body can elect a new representative. The Scientific Coordinator participates in the Steering Committee meetings without voting rights.

The VDP Steering Committee's tasks include

- approving the VDP's annual budget plan (see below)
- taking strategic decision concerning the future development of the VDP
- deciding about upcoming VDP events,
- solving conflict issues within VDP,
- approving the annual report of the VDP to the Rectorate,
- appointing of ad-hoc juries for possible decisions within the budget-lines, e.g. awarding of prizes, travel grants, etc.

The VDP Steering Committee shall seek consensus for its decisions. When voting, decisions are approved by simple majority. Delegation of votes between members of the VDP Steering Committee who represent the same body of the VDP is permitted. The VDP Steering Committee shall meet at least once per semester.

Ad f) The **VDP Team of Directors** is the managing body of the VDP and consists of the VDP director and up to two vice directors.

Tasks of the VDP Team of Directors include

- a. To represent the VDP vis-à-vis the faculty, the faculty conference and the study conference, the rectorate and to the outside world (incl. public relations).
- b. To negotiate, oversee and manage the budget of the school
- c. To report to the rectorate
- d. To call in and chair the meetings of the VDP bodies as outlined in this document
- e. To oversee the compliance of the members of the VDP with the Code of Practice as well as the governance rules set forth in this document upon approval

The Team of Directors is responsible for the day-to-day management of the VDP, and for the external representation of the VDP (incl. public relations). The VDP Team of Directors proposes an annual budget plan to be approved of by the VDP Steering Committee.

The Team of Directors is supported by the VDP Scientific Coordinator (IVa, 100% FTE) who acts at the interface of administrative, academic and VDP strategic affairs including

- supporting the Team of Directors in the daily management of VDP;
- administrative task as well as with organizing meetings,
- streamlining the selection and admission process;
- acting as liaison to the SSC;
- managing resp. coordinating administrative student requests;
- maintaining up-to-date website and other dissemination channels to increase the visibility of the the VDP, the research of the VDP's supervisors and doctoral candidates;
- organizing VDP activities and advising VDP members in the organisation of members' activities
- acting as a first contact in providing measures and procedures for conflict resolution;
- participating in and taking minutes of Steering Committee and VDP General Assembly meetings;
- maintaining contact with VDP alumni;

Ad g) The **VDP International Advisory Board** consists of up to 20 academic philosophers with a successful track record in academic research as well as in supervising doctoral research. The VDP International Advisory Board represents in its composition the VDP's commitment to excellence in research and to diversity. The VDP International Advisory

Board will be kept informed about the ongoing activities of the VDP, and they will be consulted on any strategic decision. Its members are encouraged to engage in close cooperation with the VDP (including regular visits), and to provide input at all aspects of the VDP. New Advisory Board Members can be proposed to the VDP Faculty Board by any member of the VDP.

2. Decision Procedures

(Admission, granting of funds are described under C below.) The public presentation of the doctoral research projects, the selection of referees, and the defense will be effectuated according to the procedures and practices of the DSPL 43.

3. Membership

New Memberships

- Predocs become a member of the VDP if
 - they are enrolled in the doctoral program in philosophy or cognitive science at UVie, *and*
 - they apply for the membership, *and*
 - sign the Code of Good Practises.
- One can become a member of the VDP Non-Supervisory Faculty
 - by invitation of the director of the VDP, where the director may invite anybody meeting the following conditions:
 - Employment at the University of Vienna, as an Assistant Professor, a University Assistant (postdoc), a third-party funded postdoc, a permanent lecturer, or in a position similar to the ones listed, AND
 - No right to supervise PhD students.
 - In cases in which it is unclear whether the conditions are met, the Steering Committee has to be consulted and makes an ad hoc decision.
- One can become a member of the VDP Supervisory Faculty
 - by invitation of the director of the VDP, where the director may invite anybody meeting the following conditions:
 - (i) ability to supervise doctoral research, AND one of the following:
 - (ii) employment at UVie as full, associate, or tenure-track professor or permanent lecturer, *or*

- (iib) ongoing research activity and involvement in the intellectual life of UVie.
- In cases in which it is unclear whether the conditions are met, the Steering Committee has to be consulted and makes an ad hoc decision.

Termination of Memberships

- Memberships of predocs terminate regularly
 - on their own request, *or*
 - when they complete their PhD, *or*
 - when they terminate their PhD project and drop out of the PhD program.
- Memberships of postdocs terminates regularly
 - when they are not members of University of Vienna any more.
- Memberships of any members can be terminated for severe and repeated violations of the Code of Conduct of the University or the Code of Good practise of Doctoral schools, according to the VDP's Protocol of Revocation of Membership.