

## **Organizational Charter**

### **for the**

### **Center for Earth System Research and Sustainability (CEN)**

#### **§1 Legal Status**

The CEN is a primary research center at the UHH, tasked with duties of special relevance to research and education as defined in §92a Section 2 HmbHG. Its Organizational Charter was issued by the Executive University Board on March 21, 2016.

#### **§ 2 Duties and Goals**

(1) The CEN provides a discipline-specific and interdisciplinary research setting for investigations into the Earth System and into sustainability. The Center bundles the available expertise in these sectors across the boundaries of individual disciplines and faculties. The CEN fosters the planning and execution of research initiatives and provides its members support with the acquisition of funding. In addition, it offers a forum for the dissemination of information on the challenges of and new findings in Earth System research to the scientific community and society at large.

(2) The CEN creates its own Research Plan, coordinated with Universität Hamburg's development plan (STEP). The CEN's primary focus areas include sustainability-related aspects in connection with natural sciences, social sciences and cultural research involving the Earth System, climate and environment, and are specified in its Research Plan every five years. The CEN has a long-term Research Profile, as well as Dynamic Focus Areas and

Emerging Issues.

(3) The CEN coordinates and actively promotes internal scientific exchanges, as well as collaborations with other German and international universities, research facilities and non-academic partners.

(4) The CEN fosters young researchers who are interested in exploring the Earth System and/or sustainability. Further, it offers university courses for discipline-specific graduate programs.

The CEN is entitled to offer graduate and postgraduate programs, provided they are in keeping with the rules and regulations of Universität Hamburg. Said programs must be integrated into the processes and structures of Universität Hamburg's central graduate school.

### **§ 3 Resources**

(1) The CEN has – under the auspices of the Executive University Board and on the basis of the third-party funding raised – its own budget. Funding for basic facilities and equipment is to be arranged on an as-needed basis. Employees who are exclusively assigned to the CEN (including those whose positions are financed by third-party funds) are listed in an overview (similar to an administrative plan), together with information on their respective duties, salary grade and the nature of their position's financing.

(2) The CEN has its own management office.

(3) In accordance with § 100 Section 2 HmbHG, the CEN concludes target and performance agreements with the Executive University Board.

### **§ 4 Members**

(1) The following groups are eligible for CEN membership: university instructors, professors, and members of staff employed by Universität Hamburg, grant recipients, visiting researchers, and Master's and PhD students whose work in the CEN's Dynamic Focus Areas or Emerging Issues involves one or more of the Center's core topics. Members of technical staff who contribute to CEN projects are also eligible for CEN membership.

(2) Members of the technical/administrative staff (TVP) and members of academic staff whose positions are associated with the CEN are members of the CEN. Their teaching duties are to be agreed upon with their respective faculty.

(3) The Board decides on the membership status of university instructors, professors, and members of staff, grant recipients, visiting researchers, and Master's and PhD students. To do so, it develops and applies quality criteria.

(4) The following groups may become affiliated members of the CEN: other university instructors, professors, and members of staff holding PhDs who were selected by the Board upon request. Affiliated members are not eligible to vote at Member Assemblies. They are awarded affiliated member status for a term of three years, which may be extended by the Board or, with legitimate cause, be prematurely terminated.

(5) Membership shall be terminated when a member revokes their membership or said status is revoked by the Board on the grounds that the member no longer fulfills the duties or pursues the goals mentioned under §2 above. Further, the membership of university instructors shall be terminated when the criteria delineated under §4 (3) above are no longer fulfilled.

## **§ 5 Organizational Bodies**

The CEN's organizational bodies are

(1) the Members Assembly

(2) the Board

(3) the Director

(4) the Advisory Board

(5) the Members Council.

## **§ 6 Members Assembly**

(1) The Members Assembly has an advisory role in connection with all research and

organizational questions concerning the Center.

(2) The Members Assembly takes place at least once a year and is convened by the Director.

## **§ 7 Board**

(1) The Board consists of

- the Director,
- up to six university instructors who represent the CEN's key research areas and are appointed by the Executive University Board in consultation with the Director, and
- the Executive Director of the CEN Office as a consulting member.

(2) The Board members serve for a term of three years, and may be appointed for more than one term.

(3) The Board discusses matters concerning the CEN with the deans of the participating faculties on a regular basis.

(4) The Board submits reports to the Executive University Board on a regular basis: at least once a year, and on request.

(5) The Board's resolutions require a simple majority to be passed; in the event of a tie, the Director's vote decides the matter.

(6) The CEN Board is entitled to nominate candidates for the post of Director.

(7) The Board is the authority concerning all fundamental issues affecting the CEN as a whole, particularly its research program and the resources allotted to the CEN by the Executive University Board. In addition, the Board decides on the classification and staffing of positions directly associated with the CEN in keeping with § 3 Section 1 above.

(8) The Board can establish CEN-wide research areas.

(9) The Board is responsible for the graduate and postgraduate programs offered in the context of Universität Hamburg's central graduate school.

## **§ 8 Director**

- (1) The Director is appointed by the Executive University Board. He or she must be a full professor and a member of the CEN.
- (2) The Director serves for a term of three years, and may be appointed for more than one term.
- (3) The Director serves as Chair of both the Board and the Members Assembly.
- (4) The Director manages the CEN and is responsible for all of its internal and external affairs.

## **§ 9 Advisory Board**

- (1) The following groups are eligible for Advisory Board membership: members of the Universität Hamburg or external parties from Germany or abroad who enjoy an international reputation in one of the CEN's research areas. The permanent members of the Advisory Board include the Managing Director of the MPI-M, the Scientific Director of the HZG, and the Director of the KNU. The Dean's Offices of the participating faculties may each appoint one representative to the Board.
- (2) The Advisory Board accompanies the CEN's scientific advances and provides advice and statements on its development.
- (3) With the exception of the permanent members, members of the Advisory Board serve for a term of three years. They are appointed by the Executive University Board on the basis of nominations provided by the Board, and may be appointed for more than one term.
- (4) The Advisory Board meets once a year.

## **§ 10 Members Council**

- (1) The Members Council consists of
  - the Director,

- one representative each for the CEN's Research Profile, its Dynamic Focus Areas and Emerging Issues, and Support for Young Researchers,
- one representative each for those academic disciplines whose subject matter is not yet reflected in the Board through the Research Profile, Dynamic Focus Areas or Emerging Issues,
- one representative each for CEN members from the academic staff, the TVP, and the student body, and
- the Executive Director of the CEN Office.

(2) The representatives of the CEN's Research Profile, Dynamic Focus Areas, Emerging Issues and Support for Young Researchers are selected from the members of their respective groups. For each representative, a substitute should also be selected.

(3) The representatives for those academic disciplines whose subject matter is not yet reflected in the Board through the Dynamic Focus Areas or Emerging Issues are selected by their respective disciplines.

(4) The Members Council serves for a term of three years, and its members may be appointed for more than one term.

(5) The Members Council is entitled to propose new research areas.

(6) The Members Council is entitled to nominate candidates for the Board.

(7) The Members Council meets several times a year.

## **§ 11 Quality Assurance**

The CEN has established an internal quality assurance system and undergoes external evaluation every five years.

## **§ 12 Disbandment of the CEN**

The CEN, as a central organizational unit as defined in § 92a Section 2 HmbHG, can be disbanded by resolution of the Executive University Board. In this event, its available resources will be repurposed and redistributed by the Executive University Board.

## **§ 13 Provisional Stipulations**

(1) The Executive University Board installed the first Director of the CEN in office. The Board of the CEN, as a research center in the MIN Faculty, was entitled to nominate candidates for the post of Director prior to the establishment of the CEN as a central organizational unit.

(2) In accordance with § 7, the CEN Board of the central organizational unit was established when this Organizational Charter entered into effect.

## **§ 14 Closing Remarks**

Following approval by Universität Hamburg's Executive University Board, this Organizational Charter entered into effect on April 1, 2016.