

Rules Concerning the Selection of New Members of the Maastricht Young Academy

These rules have been confirmed by the General Assembly of the Maastricht Young Academy (MYA). Membership of the MYA concerns a period of four (4) years.

Date of confirmation and entry into force: 2 July 2019

Article 1. The Nomination Procedure

1. During odd years in the selection procedure (induction in the following year), the General Assembly of the MYA will call for nominations from the following individuals or groups of individuals within Maastricht University:
 - a. Faculty Deans
 - b. Faculty specific persons as indicated in the Rules of Selection for New Members
 - c. Current members or MYA Alumni
 - d. The Executive Board

Individuals or groups who fall within the scope of subparagraphs (a) through (d) may nominate a male candidate, a female candidate, and a diversity candidate¹. It is not mandatory to nominate an individual in each of these categories. The diversity category exists to ensure the diversity of candidates put forward; it does not, however, preclude the diversity candidate being nominated under other categories.

2. The General Assembly of the MYA shall also request nominations from alumni of *De Jonge Akademie* of the KNAW at Maastricht University. Individuals who fall within the scope of subparagraphs (1) and (2) may only nominate two candidates throughout their careers at Maastricht University.
3. Academics at Maastricht University may nominate themselves.
4. At the start of their membership, members of the MYA must be employed by Maastricht University and must have received their PhD degrees less than ten (10) years prior to nomination. In some cases, an extension clause may be applied. The period of ten (10) years can be extended, in the case of demonstrable prolonged periods of leave in relation to illness, parenthood (with a period of eighteen (18) months per child), pregnancy, or care. Extension is also possible if the candidate:
 - a. Has a part-time appointment in combination with caring responsibilities;
 - b. Is completing or has completed a specialist medical training as recognized by the KNMG; or
 - c. Has taken compassionate leave in combination with a specialist medical training.

Article 2. The Nomination

1. The nomination should include the nomination form and a CV as a separate attachment. The nomination form and CV must be submitted in English.
 - a. The CV of the candidate (max. four (4) pages) must follow the template that is made available when the vacancies are published and at least include:
 - i. A list of current and past appointments;

¹ Diversity has a number of aspects, such as—but not limited to: race, ethnicity, nationality, gender identity, sexuality, social class, and religion. The aim is to increase the participation of individuals from groups identified as underrepresented in academia on a national level.

- ii. An overview of education tasks;
- iii. Any activities on boards;
- iv. Any public activities; and
- v. Indicators of external appreciation, such as grants, prizes, editorial membership, and invited lectures.

b. The nomination letter written by the candidate form shall contain the following components:

1. Why the candidate is suitable as a candidate for membership of the MYA;
2. What the candidate would gain by being a member of the MYA;
3. What the candidate hopes to contribute to one or more of the main focuses of the MYA (science policy, communication, internationalization, interdisciplinary research), and how concretely he or she would do so;
4. Any experience the candidate has in working with other disciplines.
5. The candidate should include a project to be implemented in the time frame of MYA membership.

2. A candidate may only be nominated for membership a maximum of two times.

3. Nominations must be submitted to the secretariat of the MYA, by 16 September at the latest, by sending an email to MYA@Maastrichtuniversity.nl, including the filled-out nomination form (CV) and motivation letter.

Article 3. Composition and Working Method of the Selection Committee

1. A Selection Committee shall be composed per faculty of three (3) members of the MYA, including a male, and a female member representing three (3) different faculties. One of the members shall be a member from the same respective faculty. In addition, a secretary without voting rights shall assist and monitor the selection procedure.
2. The members of the Selection Committee are appointed by the General Assembly. If not enough candidates nominate themselves to be part of the Selection Committee, lot will decide on its composition. In that case the following procedure is followed: first, the members shall be divided into three groups (male, female, and diversity candidates). Lots will be drawn in accordance with these categories. In the case of a drawing of an individual within the same faculty, another lot will be drawn. The category from which the first lot is drawn shall alternate at each lottery for the Selection Committee. The lottery shall take place during a General Assembly and the lots shall be drawn by the Chairperson of the MYA.
3. Membership of the Selection Committee shall be for a period of one (1) year.
4. The secretary shall have a monitoring role in the selection procedure. This includes:
 - a. The monitoring of the procedure of the selection in accordance with the rules;
 - b. The monitoring of the effects of the selection procedure to ensure that a range of disciplines at Maastricht University is represented within the MYA (alpha, gamma, and beta disciplines); and
 - c. The monitoring of the effects of the selection procedure on the diversity within the MYA (proportion of male, female, and diversity candidates).

Article 4. Tasks and Duties of the Selection Committee

The selection committee shall compose a document with a list of the selected candidates in conformity with these rules for the appointment of MYA members to be confirmed by the General Assembly of the MYA.

Article 5. Selection Criteria

1. In the first selection round, the Selection Committee shall assign points on the basis of the content of the nominations, which shall take into account the following criteria:
 - a. Quality of the CV;
 - b. Quality of the information presented in the nomination form; and
 - c. The written motivation of the candidate.
2. The second selection round involves an interview with the candidate. The Selection Committee shall consider the following criteria that are of specific interest to the MYA:
 - a. Passion for academic research and education;
 - b. Motivation to be active within the MYA and willing to contribute with time and ideas; and
 - c. Enthusiasm about topics such as academia and society, the relationship between research and education, inter-/multidisciplinary cooperation, and internationalization of education and research.
3. The Selection Committee shall submit a proposal of selected candidate or candidates – depending on the number of vacancies - to the General Assembly. A diverse representation with respect to gender and diversity will be aimed for.

Article 6. Selection Procedure

1. The selection procedure consists of two (2) phases: a written and an oral selection phase.
2. In the written selection phase, all members of the Selection Committee shall individually assign written points to each nominee. They can only assign each nominee one (1; highest), two (2), or three (3; lowest) points. They may assign a one (1) up to as many candidates as the total number of vacancies; all remaining nominees shall be awarded either a two (2) or a three (3).
3. The assigned written points by the individual members of the Selection Committee shall be added up and included in an overview. The lower the average score of a nominee, the higher the nominee shall be listed in the ranking. The Selection Committee shall discuss the cases where a great disparity in the assignment of points is visible.
4. On the basis of the ranking, the Selection Committee shall compose a list of candidates who shall be invited for the oral phase. The number of candidates on this list shall not exceed three (3) times the number of members that shall be selected unless ties occur.
5. The list of candidates to be invited for the oral phase shall be submitted to the General Assembly. Every individual member can give advice about the proposed candidates. The advice cannot constitute a reason to not invite the candidate concerned for an interview.
6. The oral phase shall consist of individual interviews (maximum of twenty [20] minutes per interview) with all the candidates on the list. The interviews shall primarily focus on the aspects named in Article 5 (2).
7. The individual members of the Selection Committee shall compose, independently from each other, a ranking of the candidates on the basis of the interviews. After

adding the rankings together, the Selection Committee shall draft a provisional ranking on the basis of the total grading. This provisional ranking shall be discussed once again in relation to the selection criteria, as identified in Article 5. On the basis of this discussion, the Selection Committee shall draft the definitive ranking. The Selection Committee shall take into account the balanced proportions required within the entire selection, as meant in Article 5 (3).

8. On the basis of the definitive ranking and within two (2) weeks after the selection interviews, the Selection Committee will submit the list with the selected candidates to the General Assembly of the MYA to be confirmed.
9. The confirmation is a decision by the General Assembly of the MYA; an appeal and/or objection within the meaning of the General Administrative Law Act is not possible.
10. The confirmation shall be communicated in writing to the selected candidates within two (2) weeks of the decision by the General Assembly of the MYA. Hereafter, a press release will follow, in which the selection will be made public.
11. The nominated candidates who did not take part in the oral rounds and who were not selected shall receive a letter from the Selection Committee with a notice of rejection within two (2) weeks after the decision of the General Assembly of the MYA.

Article 7. Number of candidates per selection procedure

1. Every selection year there are 9 new members selected.
2. In the year 2019 selection and all periods of four [4] years later, is made with the following division:
 - FHML: 1 new member
 - LAW: 2 new members
 - FASOS: 2 new members
 - FPN: 1 new member
 - SBE: 1 new member
 - FSE: 2 new members
3. In the year 2021 selection and all periods of four [4] years later, is made with the following division:
 - FHML: 2 new members
 - LAW: 1 new member
 - FASOS: 1 new member
 - FPN 2 new members
 - SBE 2 new members
 - FSE 1 new member
4. The General Assembly can, only with unanimity, change the order and number of members.