

UNIVERSITEIT MAASTRICHT

FACULTY REGULATIONS

FACULTY OF PSYCHOLOGY AND NEUROSCIENCE

After receiving consent from the faculty council

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Contents

CHAPTER I	GENERAL PROVISIONS	3
CHAPTER II	ORGANIZATION OF THE FACULTY	3
Section 1	Faculty Board	3
Section 2	Education Director	5
Section 3	Programme Director.....	6
Section 4	Educational Programme Committee	7
Section 5	Research Centres and Research Schools	8
Section 6	Graduate School FPN.....	9
Section 7	Departments.....	10
Section 8	Research Council	11
Section 9	Ethical Review Committee of the Faculty of Psychology and Neuroscience (ERCPN) 12	
Section 10	Appointment Advisory Committees.....	12
Section 11	Faculty Office.....	12
CHAPTER III	PARTICIPATION	13
Section 1	The Faculty council	13
Section 2	Faculty council's powers	13
Section 3	Dispute resolution scheme concerning Faculty council and Programme Committee 16	
CHAPTER IV	LEGAL PROTECTION	17
CHAPTER V	STUDY ADVICE.....	18
CHAPTER VI	BOARD OF EXAMINERS AND EXAMINATIONS	18
CHAPTER VII	FINAL PROVISIONS.....	20

CHAPTER I GENERAL PROVISIONS

Article 1.1 Definitions

1. In these regulations, the following definitions will apply:
 - a. the Act: the Dutch higher education and research Act [Wet op het hoger onderwijs en wetenschappelijk onderzoek];
 - b. the university: Maastricht University;
 - c. the faculty: the university's Faculty of Psychology and Neuroscience;
 - d. the executive board: the university's executive board;
 - e. the faculty board: the faculty's board;
 - f. the faculty council: the faculty's council;
 - g. the dean: the faculty board's chair;
 - h. elections regulation: the regulations adopted by the executive board for electing faculty council members;
 - i. administrative and management regulations: the university's regulations as referred to in article 9.4 of the Act;
 - j. nominal plans: the description of the curricula of the programmes for the concerning academic year;
 - k. programme: the bachelor's and master's programmes provided by the faculty as referred to in article 7.3 and article 7.3a(1) of the Act;
 - l. student: a person enrolled as a student for a programme provided by the faculty for the applicability of chapter IV also including: a prospective student, a former student, an external student, a prospective external student, a former external student, a non-degree seeking student, a prospective non-degree seeking student and a former non-degree seeking student;
 - m. staff member / employee: a person employed by the university and working within the faculty;
 - n. the student council: advisory body to the faculty board.
2. The other terms used in these regulations will, if they also appear in the Act, have the meanings given to them in the Act.

Article 1.2 Informal meetings

The faculty has the following forms of informal meetings that will not be arranged further in these faculty regulations:

1. The Education Management Team (EMT);
2. The meeting between the department chairs;
3. The test committee.

CHAPTER II ORGANIZATION OF THE FACULTY¹

Section 1 Faculty Board

Article 2.1 Size; appointment

1. The faculty board will have three to five members, including the dean as chair.
2. Subject to the administrative and management regulations (BBRUM), the executive board will appoint, suspend and dismiss the dean and the other members of the faculty board.
3. A faculty board member will be appointed for a period to be determined by the executive board, which, as a rule, will be four years for the dean and, as a rule, three years for the other faculty board members.
4. The faculty board will be assisted by a secretary, who also has the capacity of Managing Director of the Faculty.

¹ For a good understanding of the organization, the reader is referred to the organization chart on the website of the faculty.

Article 2.2 Student adviser

1. The faculty board will invite the faculty council's and the educational programme committee's student members to nominate one student in total from the faculty to attend the faculty board's meetings for a period of, in general, one year as an adviser, with the potential for reappointment. In case of succession of the student as referred to in this paragraph, the successor will be given the opportunity to attend the meetings of the board in the period May/June as an observer.
2. The student referred to in paragraph 1 will not also be part of the faculty council's or educational programme committee's student representation.

Article 2.3 Faculty Board's duties

1. The faculty board will be responsible for the overall management of the faculty and the administration and organisation of the faculty for the teaching and research. It will act in accordance with the Act, the BBRUM, and these regulations.
2. To further regulate and organise the faculty, the faculty board will, subject to the guidelines referred to in article 9.5 of the Act, adopt the faculty regulations, after consent is obtained from the faculty council. The regulations must be approved by the executive board.
3. The faculty board will also be responsible for:
 - a. adopting the education and examination regulations referred to in article 7.13 of the Act for each programme or group of programmes of the faculty and periodically assessing these;
 - b. adopting general research guidelines and adopting the faculty's research policy;
 - c. monitoring the implementation of the education and examination regulations and the research programme, as well as issuing a periodic report on this to the executive board;
 - d. establishing the committees of which members are appointed by the faculty board, being the board of examination, the educational programme committee, the research council, the ethical review committee of the faculty of psychology and neuroscience (ERCPN), the Mid-Career Track Committee, the Senior Track Committee, the faculty complaint committee and the colloquium doctum committee, as well as appointing these bodies' members. Members of the above mentioned committees will be appointed for a term of three years with the possibility of immediate reappointment for an equal term after consulting the relevant bodies. Members of the committees are recruited through open recruitment. Student-members of the educational programme committee will be appointed for a term of one year with the possibility of immediate reappointment for an equal term. Reappointment will only be possible for a single term, after which at least one term needs to be skipped before becoming appointable again. Members of the ERCPN can be reappointed for two terms, after which at least one term needs to be skipped before becoming appointable again. The chairs of the Mid-Career Track Committee and the Senior Track Committee will be appointed for a term of four years with the possibility of immediate reappointment for an equal term after consulting the relevant bodies.
 - e. implementing article 7.8b of the Act regarding the first-year study advice and article 7.9 of the Act regarding the referral after the first year, except for the designation of programmes referred to in articles 7.8b(3) and 7.9(1) of the Act;
 - f. adopting further rules concerning the manner in which the exemptions referred to in articles 7.25(6), 7.28(2) through (5), and 7.29(1) of the Act may be obtained;
 - g. implementing article 7.30c of the Act;
 - h. adopting procedures and criteria on the recognition of competences gained;
 - i. entering into a joint agreement for one or more programmes with one or more other university faculty boards;
 - j. implementing article 6.7a of the Act regarding specific selection criteria and higher college tuition and article 7.9b of the Act regarding a special trajectory aimed at achieving a higher level;

- k. exercising the right to nominate a person to receive an honorary doctorate degree;
 - l. appointing and dismissing the director of education, programme directors and department chairs, as well as the directors of research centres, research schools and (graduate) schools;
 - m. providing for the administration and organisation of education related organization units, research centres, research schools and (graduate) schools;
 - n. determining of a professors' plan once every five years.
4. Subject to the appointment decision, the faculty board will for each staff member of the faculty, determine which department, research school/centre, (graduate) school or faculty department he/she is part of.

Article 2.4 Division of Duties

- 1. The faculty board may divide up duties among its members, without prejudice to the board's responsibility as a whole for its decisions and actions.
- 2. The faculty board will inform the executive board and the faculty council of this division of duties and will make this widely known within the faculty.

Article 2.5 Accountability

- 1. The dean will be accountable to the executive board on the faculty board's behalf.
- 2. The dean will provide the information requested about the faculty to the executive board on the faculty board's behalf.

Article 2.6 Public Access

Unless the faculty board decides otherwise, the faculty board's meetings and meeting documents will not be publicly accessible.

Section 2 Education Director

Article 2.7 Design

- 1. The faculty will have an education director.
- 2. The faculty board will appoint the education director for a period of four years. The education director may be reappointed.
- 3. The education director may be temporarily relieved of their duties by the faculty board for important reasons.
- 4. The role of education director is incompatible with:
 - a. membership of the faculty board;
 - b. membership of the test committee;
 - c. the function of programme director;
 - d. membership of the educational programme committee;
 - e. the role of director of a research centre;
 - f. the role of director of the graduate school;
 - g. the role of department chair;
 - h. membership of the faculty council;
 - i. membership of the board of examiners.

Article 2.8 Duties

- 1. The education director coordinates the team of programme directors of the bachelor and master programmes of FPN and the coordinator of the pre-master programme and takes care of harmonization between these programmes.
- 2. The education director surveys the quality and correct execution of education within the faculty.
- 3. The education director advises the faculty board and the programme directors on the field

- of quality care.
4. The education director surveys the education budget and education capacity.

Article 2.9 Accountability

The education director is accountable to the faculty board and provides the requested information.

Section 3 Programme Director

Article 2.10 Design

1. The faculty will have a programme director for the bachelor and master programmes.
2. After having received advice from the executive board, the faculty council and the educational programme committee, the faculty board will appoint the programme director for a four-year period. The programme director may be reappointed.
3. The programme director has the capacity of preferably a full professor or associate professor with demonstrable affinity with education and research.
4. The programme director may be temporarily relieved of his duties by the faculty board, after hearing the executive board and the faculty council, for important reasons.
5. The programme director can be assisted by specialization coordinators.
6. The function of program director is incompatible with:
 - a. membership of the faculty board;
 - b. membership of the test committee;
 - c. the function of education director;
 - d. membership of the educational programme committee;
 - e. the role of director of a research centre;
 - f. the role of director of the graduate school;
 - g. the role of department chair;
 - h. membership of the faculty council;
 - i. membership of the board of examiners.

Article 2.11 Duties

1. The programme director will, on the faculty board's behalf, be responsible for organising and coordinating the work related to implementing the teaching and examinations in the programmes based on the education and examination regulations adopted.
2. In consultation with the chairs of the relevant departments, the programme director will determine which department employees will perform the work referred to in paragraph 1 and will give them the necessary instructions.
3. The programme director will advise the faculty board on the content of the programmes' education and examination regulations, including the composition and scheduling of the teaching and examinations.
4. The programme director is responsible for activities that ensure the quality of education in the programs and will advise the faculty board on the internal quality assurance system and the follow-up on the external quality assurance results.
5. The programme director will cooperate in the periodic assessment of the education and examination regulations.
6. The programme director prepares the education budget in consultation with the education director and the managing director.

Article 2.12 Consultation

1. The programme director will consult regularly with:
 - a. the education director;
 - b. the educational programme committee;
 - c. the chairs of the departments and the departments' sections;

- d. other relevant bodies.

Article 2.13 Accountability

The programme director will be accountable to the education director. The programme director will provide the requested information regarding the education and examination regulations of the faculty.

Section 4 Educational Programme Committee

Article 2.14 Composition

1. The faculty will have one educational programme committee for all programmes as meant in article 9.18(1) of the Act.
2. The educational programme committee consists of at least ten members, divided equally among the members on behalf of the academic staff and on behalf of the students who are enrolled in one of the programs.
3. In the appointment of the at least five student members, diversity across the different programmes of the faculty will be sought as much as possible.
4. In the appointment of the educational programme committees' academic staff members, diversity across the various disciplines in the programme will be sought.
5. The educational programme committee members will be appointed by the faculty board, with the student members being appointed on the recommendation of the student members of the educational programme committee and of the faculty council, and the academic staff members being appointed on the recommendation of the academic staff members of the educational programme committee and of the faculty council.
6. The manner of appointment referred to in paragraph 5 will be placed on the faculty council's agenda each year. Each year, the faculty board and the faculty council will, after having received advice from the educational programme committee and the programme director, determine whether maintaining this manner of appointment is desirable.
7. The educational programme committee will select a chair and deputy chair from among its members or not. The chair, or, in his/her absence, the deputy chair, will represent the committee at law.
8. If the educational programme committee's chair is not also a member of the educational programme committee, he/she will have an advisory role.
9. The membership of the educational programme committee is incompatible with the function of being member of the executive board or member of the supervisory board of the university, the role of being member of the faculty board, the function of secretary of the faculty board, membership of the faculty council, membership of the test committee, the function of education director, the function of programme director, the roles of chair and deputy chair of the board of examiners of the faculty and the role of department chair.
10. A member on behalf of the academic staff does not have a right to advise on his own specialization if the membership of the committee is combined with the coordinator of a program or specialization.

Article 2.15 Term of office

The term of office for educational programme committee members will be three years for academic staff and one year for students. Members may be reappointed for one term.

Article 2.16 Duties; consultation

1. The educational programme committee will provide advice on promoting and safeguarding the quality of the programme. The committee will also:
 - a. have a right of consent concerning the education and examination regulations referred to in article 7.13 of the Act, except for the subjects referred to in the second

- paragraph under (a), (f), (h), up to and including (u) and (x), and except for the requirements referred to in articles 7.28(4) and (5) and 7.30b(2);
- b. annually evaluate the manner in which the education and examination regulations have been implemented;
 - c. have a right to be consulted on the education and examination regulations referred to in article 7.13 of the Act, except for the subjects with respect to which the committee has a right of consent under (a) above;
 - d. issue advice or make proposals to the programme director or the faculty board upon request or on its own initiative about all matters concerning the education in the programmes; and
 - e. send the consents, advices, proposals and evaluations referred to in this paragraph under (a), (b), (c) and (d) to the faculty council for informational purposes. The faculty board or the programme director will send copy of messages referred to in paragraph 3 of this article to the faculty council, and also regarding article 2.15 jo 3.10 and articles 3.11 up to and including 3.14 if applicable to the educational programme committee.
2. The faculty board or the programme director will ensure that, if a decision to be taken must, under the Act or these regulations, be submitted to the educational programme committee beforehand for advice:
 - a. the educational programme committee will be given the opportunity to consult with it or him/her before advice is issued;
 - b. the educational programme committee will be given notice as soon as possible of the manner in which action will be taken on the advice issued; and
 - c. if the faculty board or the programme director does not wish to follow the advice in whole or in part, the educational programme committee will be given the opportunity to consult with it or him/her further before the decision becomes final.
 3. If the educational programme committee makes a proposal as referred to in paragraph 1(d), the faculty board or the programme director will respond within two months after receiving the proposal.
 4. The educational programme committee may invite the education director, the programme director or faculty board to discuss the proposed policy regularly but at least twice a year, based on an agenda drawn up by it.
 5. The faculty board will allow the educational programme committee to use the facilities which the faculty board has at its disposal and which the educational programme committee reasonably needs to perform its duties, including in any event administrative, financial and legal support and training.
 6. In accordance with section 9.48 of the Act, the faculty board will provide a training budget to the educational programme committee members which has been adopted by the faculty board and educational programme committee jointly. The faculty staff will be given the opportunity to receive this training during working hours and with retention of their salaries.

Article 2.17 Internal Regulations

The educational programme committee draws up internal regulations.

Article 2.18 Right of consent procedure

Article 3.10 shall apply mutatis mutandis.

Section 5 Research Centres and Research Schools

Article 2.19 General

1. A research centre is the organizational location of the research of one (or more) department(s).
2. A research school is a research centre, a cluster of research centers or a partnership of

research units.

3. The provisions concerning the administration, management and organization of a research school will apply as determined by the faculty board or to which the faculty board has granted its approval.

Article 2.20 Faculty Research Centres and Schools

1. The following research centres have been established in the faculty:
 - Maastricht Brain Imaging Centre (hereinafter: M-BIC);
 - Experimental Psychopathology (hereinafter: EPP).
2. The faculty research centre EPP is part of the collaboration Postgraduate School for Experimental Psychopathology.
3. The research centres and the research centres as part of research schools will constitute part of the departments or another faculty organizational unit.
4. The faculty board will appoint the director of a faculty research centre and school on the recommendation of the chair of the relevant department.
5. The director of the faculty research centre or school has the status of preferably professor.
6. The appointment will be made for a period of three years with the option of reappointment.
7. The chair of a department may, with the consent of the faculty board, sub-delegate powers to the director of a research centre and/or school belonging to this department.
8. The function of director of an faculty research centre and/or school is incompatible with:
 - a. membership of the faculty board;
 - b. membership of the test committee;
 - c. the function of education director;
 - d. the function of programme director;
 - e. membership of the educational programme committee;
 - f. the role of director of the graduate school;
 - g. the role of department chair;
 - h. membership of the faculty council;
 - i. membership of the board of examiners.

Section 6 Graduate School FPN

Article 2.21 Organization

1. The graduate school FPN has been set up in the faculty.
2. The graduate school FPN has a director who is appointed by the faculty board, after consulting the executive board and the faculty council, for a period of three years. The director can be reappointed once.
3. The director has the status of preferably professor or associate professor.
4. The director may, for important reasons, be temporarily relieved of his duties by the faculty board, having heard the executive board and the faculty council.
5. The graduate school FPN has a program committee for PhD programs in FPN, in which the director of the graduate school, also chair, and a doctoral candidate from each department, with the exception of Methodology and Statistics, have a seat.
6. The position of director of the graduate school FPN is incompatible with:
 - a. membership of the faculty board;
 - b. membership of the test committee;
 - c. the function of education director;
 - d. the function of programme director;
 - e. membership of the educational programme committee;
 - f. the role of director of a research centre;
 - g. the role of department chair;
 - h. membership of the faculty council;
 - i. membership of the board of examiners.

Article 2.22 Director's Duties and Powers

1. The director is responsible for:
 - a. the organization and coordination of general and centrally offered courses for PhD students, with in this context coordination between research, (research) master's education and PhD education within the faculty;
 - b. drawing up an annual budget for the graduate school;
 - c. issuing recommendations to the faculty board on matters relating to the education in the graduate school, coordinating with the relevant executives about the strategic positioning of the graduate school in relation to the faculty research and the faculty (research) master's programs, and within this on the educational offer;
 - d. fine-tuning the education with the course coordinators of the research schools and other (inter) national PhD networks in which the FPN participates;
 - e. to nominate a confidential counselor for FPN PhD students, to be appointed by the faculty board;
 - f. organizing progress monitoring for FPN PhD students;
 - g. acting as contact person for the faculty board and executive board on graduate school matters;
 - h. developing and stimulating recruitment strategies and coordinating them with those involved;
 - i. encouraging mutual contacts among PhD students at the FPN, including knowledge exchange through the formation of communities and otherwise both within and between PhD programs.

Article 2.23 Faculty Board's duties regarding research the Graduate School FPN

The faculty board will in any event have the following duties regarding the graduate school FPN:

1. supervising the execution of the tasks of the graduate school;
2. appointing and dismissing the director;
3. approving the annual budget.

Article 2.24 Accountability

The director reports annually to the faculty board about the progress of the educational program for PhD students and the educational program as such, including the spending of the available financial resources, and provides the requested information.

Article 2.25 Management

Subject to the BBRUM and the UM mandates regulation, the faculty dean may sub-delegate powers regarding the FPN graduate school's management to the director. In granting sub-mandates, the dean will at any rate determine the manner in which agreements concerning the FPN graduate school's research will be effectuated.

Section 7 Departments

Article 2.26 Composition

1. The faculty will have the following departments:
 - o Clinical Psychological Science
 - o Work and Social Psychology
 - o Neuropsychology and Psychopharmacology
 - o Cognitive Neuroscience
 - o Methodology and Statistics (interfaculty, coordinator FHML)
2. Departments will be responsible for:

- a. helping prepare and carry out the faculty's education and examination programmes and research programmes. They will also help prepare and carry out inter-faculty and inter-university education and research programmes;
- b. the faculty board will determine the nature and scope of the contributions by the departments referred to under (a) and will likewise determine the manner in which the contributions will be made.

Article 2.27 Chair; Duties

1. The faculty board will appoint, suspend and dismiss the department's chair. Preferably, the chair will be one of the professors in the department. Chairmanship will also be available to associate professors and assistant professors of the department with demonstrable leadership qualities. The appointment will be made for a period to be set by the faculty board, which, as a rule, will be three years.
2. The department's chair may be discharged from this position early for compelling reasons.
3. The department's chair will be responsible for:
 - a. managing those persons working in the department;
 - b. dividing up the department's duties among the department's members and indicating with which professor the associate professors and assistant professors perform their duties and under whose supervision PhD students and the other staff of the capacity group perform their duties;
 - c. consulting with the faculty board, the programme director and the directors of the research centres and (Graduate) School on matters relating to teaching and research provided or performed by the department's employees;
 - d. on request or of its own accord, consulting with the faculty board, the programme director and the directors of the research centres and (Graduate) Schools on any matters concerning the faculty's teaching and research, including the interfaculty and interuniversity education and research;
 - e. performing the other duties which the faculty board assigns him/her.
4. Subject to the BBRUM and the UM mandates regulation, the faculty dean may sub-delegate powers regarding the department's management to the department's chair.
5. The chair of a department may, with the consent of the faculty board, set up sections within the department and sub-delegate powers to section chairs.
6. The department chair is accountable to the faculty board.
7. The role of department chair is incompatible with:
 - a. membership of the faculty board;
 - b. membership of the test committee;
 - c. the function of education director;
 - d. the function of programme director;
 - e. membership of the educational programme committee;
 - f. the role of director of a research centre;
 - g. membership of the faculty council;
 - h. membership of the board of examiners;
 - i. membership of the senior track committee.

Article 2.28 Consultation

The chair of a department holds regular consultations within the department.

Section 8 Research Council

Article 2.29 Duties, Composition

1. The faculty will have a research council.
2. The research council will consist of a representation of professors from the departments and the director of the graduate school. The portfolio holder research in the faculty board

- will serve in an advisory role.
- 3. The members of the research council shall appoint a chair among their members.
- 4. The research council advises the faculty board on policy concerning the faculty research program, including the evaluation, the establishment of chairs, with the exception of promoting associate professors to a chair with a specialised remit, and the appointment of professors.
- 5. Members of the research council are appointed for a term of three years with the possibility of immediate reappointment for an equal term after consultation of the relevant bodies.

Section 9 Ethical Review Committee of the Faculty of Psychology and Neuroscience (ERCPN)

Article 2.30 Composition

- 1. The faculty will have an ERCPN for the review of behavioral science research with human participants that is not covered by the statutory review according to the 'WMO' (Wet Medisch-wetenschappelijk Onderzoek met mensen).
- 2. The faculty board appoints the members of the ERCPN. Members of the ERCPN are appointed for a term of three years with the possibility of immediate reappointment for an equal term after consultation of the relevant bodies.

Section 10 Appointment Advisory Committees

Article 2.31 Appointment of Professors

- 1. In preparing a recommendation to the executive board on the appointment of a professor in the faculty, the faculty board will establish an appointment advisory committee, a majority of whose members will be professors whether or not from the faculty.
- 2. Before issuing its proposal on the appointment recommendation to the faculty board, the committee will consult with the faculty council, the chairs of the relevant departments and, as appropriate, with the directors or the relevant research centers and (graduate) schools, the programme directors and relevant third parties. The committee will mention the result of this consultation in its recommendation.
- 3. Before issuing its recommendation regarding the appointment to the executive board, the faculty board will, if appropriate, obtain advice from the sister faculties, and from the board of deans.
- 4. The faculty board will include with its recommendation the proposal by the appointments advisory committee and the related documents, including, if applicable, the recommendations by the sister faculties' boards, the judgment by the board of deans and the reports of the discussion of the recommendation by the faculty board and the faculty council.
- 5. The executive board will decide on the appointment.

Article 2.32 Consultations about other appointments

Before deciding on the appointment of an employee who will be working for a research centre and / or (graduate) school and / or will be charged with teaching, the dean will ensure that the department's chairs involved (or directors of the research centre) and/or (graduate) schools and/or the programme director agree to the proposed appointment.

Section 11 Faculty Office

Article 2.33 Duties, Composition

- 1. The faculty office supports the faculty board, the faculty council and various committees and looks after matters concerning the management of the faculty.
- 2. The faculty office is an independent unit within the faculty.

3. The organization and the associated functions and formation are determined separately by the faculty board, on the proposal of the dean, in consultation with the managing director of the faculty.
4. The managing director is at the head of the faculty office.

CHAPTER III PARTICIPATION

Section 1 The Faculty council

Article 3.1 Size; manner of composition

1. The faculty council will consist of ten members:
 - a. four members will be selected by and from the academic staff;
 - b. one member will be selected by and from the non-academic staff;
 - c. five members will be selected by and from the students.
2. The staff members will serve for two years, while the students will serve for one year.
3. Persons filling a position which has become vacant early will resign at the time his/her predecessor should have resigned.
4. The term of office will begin on 1 September of the year in which the elections for the relevant representations took place, or later, if necessary to make the election results irreversible.
5. Membership of the faculty council is incompatible with:
 - a. membership of the executive board or membership of the university's supervisory board;
 - b. membership of the faculty board;
 - c. the role of secretary to the faculty council;
 - d. the role of chair of the board of examiners;
 - e. the role of chair of the educational programme committee;
 - f. the role of department chair.
6. The various representations will resign in their entirety at the end of their term of office.
7. The faculty council elections will be organized in accordance with the elections regulation adopted by the executive board.
8. The faculty council's meetings and meeting documents will be accessible to the public, unless the faculty board designates meeting documents as confidential, in which case the portion of the faculty council meeting in which the confidential documents are discussed will not be accessible to the public.

Article 3.2 Chair

Subject to the procedural rules, the faculty council will select a chair and a deputy chair from among its members or not.

Section 2 Faculty council's powers

Article 3.3 General

1. At least twice a year, the faculty board will give the faculty council an opportunity to discuss the general state of affairs in the faculty with the faculty board. In addition, the faculty board and faculty council will meet if the faculty board, the faculty council or a representation requests this, stating reasons. The meeting will be held within three weeks after the request was submitted.
2. The faculty council may make proposals and make its views known to the faculty board regarding any matters concerning the faculty. The faculty board will issue a written response to the proposals, supported by reasons, to the faculty council within three months. The response will be in the form of a proposal. Before issuing this response, the faculty board will give the faculty council at least one opportunity to discuss its proposal with the faculty board.

3. The faculty council's powers referred to in the previous paragraph will not include decision-making about matters within the competence of the university council, the Maastricht University Office's or service centers' employees' councils, or the university local consultative body.
4. At the start of the academic year, the faculty board will furnish to the faculty council in writing the basic information about the faculty board's composition, the faculty's organisation and the main elements of the policies already adopted. At least once a year, the faculty board will provide written notice to the faculty council of the policies followed by it in the previous year and of the policy intentions concerning faculty for the coming year in the financial, organizational and educational areas, as well as with regard to research. The faculty board will immediately inform the council of any intentions regarding matters described in the university's institutional plan, insofar as these directly affect the faculty or the faculty strategic programme.
5. The faculty board will also, on its own initiative, timely provide the faculty council with any information which it may reasonably and fairly need to perform its duties and, upon request, timely provide the faculty council with any information which it reasonably and fairly deems necessary to perform its duties. This includes in any event information at least once a year about the scope and substance of the employment conditions-related regulations and agreements per group for the persons working in the faculty and the faculty board members.
6. If, during a particular meeting or a portion thereof, a predominantly personal interest of one of the faculty council's members is at issue, the faculty council may determine that the member in question will not participate in that meeting or that portion thereof. The faculty council will then also decide that the matter concerned will be discussed in a closed meeting.
7. The faculty council will provide a written report each year about its activities and will ensure that all relevant parties at the faculty may view the report. The faculty council will ensure that the agendas and reports of the faculty council's meetings are sent to the faculty board and are made available for inspection by interested parties at a generally accessible location at the faculty
8. The faculty board will allow the faculty council to use the facilities which the faculty board has at its disposal and which the faculty council reasonably needs to perform its duties, including in any event administrative, financial and legal support and training.
9. In accordance with article 9.48 of the Act, the faculty board will provide a training budget to the faculty council's members which has been adopted by the faculty board and faculty council jointly. The faculty's staff will be given the opportunity to receive this training during working hours and with retention of their salaries

Article 3.4 Power of consent by Faculty council

The faculty board must obtain prior consent from the faculty council for any proposed decision with respect to the following subjects:

- a. the faculty regulations referred to in article 9.14 of the Act;
- b. the education and examination regulations referred to in article 7.13 of the Act, except for the subjects mentioned in articles 7.13(a) through (g) and (v), and except for the requirements referred to in articles 7.28(4) and (5) and article 7.30b(2);
- c. establishing the educational programme committee;
- d. attaching a rejection to negative study advice;
- e. adopting research guidelines;
- f. adopting research programmes;
- g. effectuating joint education and research regulations with the university's faculty boards;
- h. further regulating (graduate) schools;
- i. further regulating research centers;
- j. the main elements of the annual faculty budget, including the faculty's internal allocation model;
- k. the faculty strategic programme;
- l. the nominal plans in general, after consultation with the educational programme

committee.

Article 3.5 The Faculty council's advisory right

Before taking a decision, the faculty board will ask for the faculty council's advice on proposals regarding the following matters:

- a. nominating a person to receive an honorary doctorate degree;
- b. issuing a recommendation to the executive board regarding the appointment of a professor;
- c. establishing and eliminating departments;
- d. the faculty budget;
- e. adopting structure reports.

Article 3.6 Powers of Staff Representation

1. The faculty board will timely give the faculty council's staff representation the opportunity to issue a recommendation to the dean and to consult on proposed measures concerning:
 - a. the manner in which the employment terms and conditions are applied at the faculty;
 - b. the manner in which the general human resources policy is implemented at the faculty;
 - c. matters pertaining to the working conditions within the faculty;
 - d. the organization and procedures within the faculty;
 - e. the provision of technical and commercial services at the faculty.
2. The rights of the staff representation referred to in paragraph 1 may be exercised to the degree to which the dean possesses the relevant powers through a mandate from the executive board.
3. The staff representation may make proposals to the dean with respect to the matters referred to in the first paragraph.
4. Subject to the provisions in article 3.7, the dean must obtain prior consent from the staff representation for any measure which he/she is authorized to take and on which the staff representation have given advice pursuant to the first paragraph.

Article 3.6.1 The Student Representation's right to furnish advice

Subject to the provisions in article 3.7, the dean must obtain advice from the student representation about the general human resources and appointment policy within the faculty, insofar as this power has been granted to the dean.

Article 3.7 Additional rules on special powers

The provisions included in articles 3.6 and 3.6.1 will not apply insofar as the matter concerned has already been substantively regulated for the faculty in a regulation provided under or pursuant to the law or a collective labour agreement.

The aforementioned powers will likewise not be exercised insofar as the right of representation regarding the particular matter has already been exercised in another manner.

Article 3.8 Procedural rules

The faculty council will adopt procedural rules for its meetings. These will at least include rules regarding:

- a. convening the meetings;
- b. the time periods for sending meeting documents;
- c. the manner of deliberation and decision-making, with respect to both matters about which the faculty council wishes to make proposals or make its positions known to the faculty board and matters concerning which the faculty council will exercise its right of consent or right to furnish advice towards the faculty board;
- d. determining the number of council members who must be present for the deliberations

- and decision-making referred to under (c) to be valid;
- e. the manner in which the faculty council will make use of the opportunity offered by the executive board to be consulted confidentially on the appointment of the dean;
- f. the reporting and signature of decisions;
- g. the public accessibility of the meetings;
- h. the procedure in the event that, under article 9.32(6) of the Act, a predominantly personal interest of one of the faculty council's members is at issue during a faculty council meeting.

Article 3.9 Confidentiality

1. The faculty council's Members must maintain the confidentiality of matters which they have learned of in their capacity as council members and as to which the dean or the faculty board has imposed a duty of confidentiality or which they should know are confidential.
2. The duty of confidentiality will not be extinguished through the termination of the person concerned's ties with the university.

Article 3.10 Right of consent procedure

1. With regard to a proposed decision by the faculty board which requires consent by the faculty council or the staff representation, the faculty council or the staff representation must in principle decide in the next meeting, but in any event within six weeks after receiving the proposed decision, whether to grant or withhold consent, unless, in consultation between the faculty council and the faculty board, another time period has been agreed on.
2. If the faculty council or the staff representation has not come to a decision within the set period, the proposed decision will be deemed to have been approved by the faculty council or the staff representation.

Section 3 Dispute resolution scheme concerning Faculty council and Programme Committee

The articles 3.11, 3.12, 3.13 and 3.14 apply accordingly for the educational programme committee, where article 3.13 acts as a link provision for article 2.13 paragraphs 1 through 4.

Article 3.11 Procedure after denial of consent

1. If a proposed decision by the faculty board does not get the required consent from the faculty council or the staff representation, the faculty board will consult with the faculty council or the staff representation.
2. After such consultation, the faculty board will decide to:
 - a. maintain the proposal; or
 - b. present an amended proposal to the faculty council; or
 - c. withdraw the proposal.

The faculty board will notify the faculty council or the staff representation of its decision as soon possible, but in any event within two months. If this notice is not provided within two months, the proposal will lapse.
3. If the faculty board wishes to maintain the proposal, the faculty board, the faculty council or the staff representation will note that there is a dispute.
4. The faculty board, the faculty council or the staff representation will report this dispute to the executive board.

Article 3.12 Procedure after denial of advice

1. If the faculty board wishes to deviate in whole or in part from the faculty council's recommendation concerning a proposal referred to in article 3.5, the faculty board will notify the faculty council of this within two weeks.

2. The notification referred to in the previous paragraph must be written and supported by reasons.
3. The faculty council will then notify the faculty board within two weeks whether, after reconsidering the interests, the faculty council has nonetheless decided to stick with its original recommendation. If the faculty council sees no reason to deviate from its original recommendation, the faculty board must note in its decision that it deviated from the faculty council's recommendation.
4. The faculty board will postpone implementation of the decision for four weeks, unless the faculty council does not object to immediate implementation of the decision.
5. The faculty board or the faculty council will report this dispute to the executive board.

Article 3.13 Procedure after denial of general powers

1. If the faculty board or the faculty council does not exercise one of the general powers described in article 3.3 paragraphs 1 through 6, the relevant body will ask for the power to be exercised within a reasonable period. If, after this request, the relevant body still does not exercise the power described, the faculty board or the faculty council will note that there is a dispute.
2. The faculty board or the faculty council will report this dispute to the executive board.

Article 3.14 Procedure after reporting of dispute

1. The executive board will examine whether the dispute between the faculty board and the faculty council or the staff representation can be settled amicably.
2. If an amicable settlement is not possible, the faculty board, the faculty council or the staff representation will refer the dispute to the representation disputes committee referred to in article 9.39 of the Act.
3. The disputes committee will have the power to effectuate an amicable settlement between the parties.
4. If an amicable settlement as referred to in paragraph 3 is not reached, the disputes committee will resolve the dispute referred to it by issuing a binding decision, with its reviewing whether:
 - the faculty board has complied with the requirements of the law and the faculty regulations;
 - the faculty board, in balancing the relevant interests, could have reasonably put forward the proposal or reached the decision; and
 - the faculty board acted negligently towards the faculty council.
5. If the faculty board has not obtained consent from the faculty council or the staff representation, the faculty board may, notwithstanding paragraph 4, ask permission from the disputes committee to take the decision. The disputes committee will only give permission if the faculty council's or the staff representation's decision not to provide consent was unreasonable or if the proposed decision by the faculty board is necessitated by compelling organizational, economic or social reasons.
6. A decision by the representation disputes committee may be appealed to the Netherlands Enterprise Court at the Amsterdam Court of Appeal, as further provided for in article 9.46 of the Act.

CHAPTER IV LEGAL PROTECTION

Article 4.1 Legal protection for students

1. A student must file a complaint, objection or appeal because of a decision taken by one of the faculty's bodies or the lack of such a decision with the Complaint Service Point of the university.
2. Complaints, objections and appeals will be filed and handled in the manner set forth in the BBRUM and with due observance of chapter 7, title 4, of the Act.

Article 4.2 Legal protection for employees

1. Employees may lodge an objection to a decision taken or the lack thereof with the faculty board. If the objection is directed against a management decision taken pursuant to a mandate or sub-mandate, the head of the administrative unit (the dean) will immediately forward the objection to the executive board.
2. The faculty board will handle the objection in accordance with the procedure set forth in the BBRUM.
3. Employees can file a complaint:
 - about undesirable behavior with the confidential adviser or advisory committee appointed by the executive board, in the manner as laid down in the BBRUM;
 - about behavior and treatment in the faculty at the complaints committee set up by the faculty board. The handling of these complaints takes place with due observance of chapter 9.1 of the general administrative law act.

CHAPTER V STUDY ADVICE

Article 5.1 Advice

1. No later than at the end of the first year of enrolment for a full-time bachelor's programme, advice will be issued to each student by or on behalf of the faculty board with regard to the student's continuing his/her study within or outside the bachelor's programme.
2. Notwithstanding the provisions in the first paragraph, the advice may be issued to the student as long as the student has not successfully completed the first year of the programme.
3. If the study advice for a programme or group of programmes is binding and negative in nature, the education and examination regulations for that programme will include procedural regulations and also provisions on how to deal with personal circumstances.

CHAPTER VI BOARD OF EXAMINERS AND EXAMINATIONS

Article 6.1 Board of Examiners

1. The faculty has one board of examiners for all programmes, except for the master programme International Joint Master of Research in Work and Organizational Psychology (IJMRWOP). The IJMRWOP has its own board of examiners.
2. The board of examiners will be the body which determines, in an objective and professional manner, whether a student meets the conditions which the education and examination regulations set for the knowledge, understanding and skills necessary to obtain the degree as referred to in article 7.10a of the Act.

Article 6.2 Appointment and composition of the Board of Examiners

1. The faculty board will establish the boards of examiners and will appoint the members based on their expertise in the faculty's programmes.
2. The faculty board will ensure that the independent, professional operation of the boards of examiners is sufficiently guaranteed.
3. In appointing the boards of examiners' members, the faculty board will ensure that:
 - a. at least one member is a lecturer in the relevant programme or one of the programmes which is part of the group of programmes;
 - b. at least one member comes from outside the relevant programme or a programme which is part of the group of programmes;
 - c. faculty board or executive board members or persons who otherwise have financial responsibility within the institution are not appointed.
4. Before appointing a member, the faculty board will consult with the members of the

- boards of examiners.
5. From among its members, the faculty board will appoint a chair and vice-chair on the recommendation of the members. Members of the boards of examiners will be appointed for a term of three years with the possibility of a single, immediate reappointment for an equal term after consultation of the relevant bodies.
 6. Membership of the boards of examiners is incompatible with:
 - a. membership of the faculty board;
 - b. membership of the test committee;
 - c. the function of education director;
 - d. the function of programme director;
 - e. membership of the educational programme committee;
 - f. the role of director of a research centre;
 - g. the role of director of the graduate school;
 - h. the role of department chair;
 - i. membership of the faculty council.

Article 6.3 Board of Examiner's duties and powers

1. Besides the duties and powers referred to in article 6.1(2), a board of examiners will have the following duties and powers:
 - a. subject to article 7.11 of the Act and the model diploma adopted by the executive board and the related documents, issuing a diploma or certificate;
 - b. notwithstanding section 7.12c of the Act, safeguarding the quality of the course exams and final exams;
 - c. adopting guidelines and instructions in connection with the education and examination regulations referred to in section 7.13 of the Act to assess and determine the results of course exams and final exams;
 - d. grant permission to a student to pursue a programme put together by that student as referred to in section 7.3h of the Act, the final exam for which will result in the student's obtaining a degree and with the board of examiners also indicating which of the institution's programmes will be deemed to include this programme for purposes of this Act;
 - e. granting an exemption from taking one or more course exams;
 - f. assuring the quality of the organisation and procedures concerning course exams and final exams;
 - g. implementing the binding study advice;
 - h. establishing the examination and education regulations.
2. If a student or external student commits fraud, the board of examiners may take away the student's or external student's right to take one or more course exams or final exams to be designated by the board of examiners during a period (not exceeding one year) to be determined by the board of examiners. In cases of serious fraud, the executive board may, on the board of examiners' recommendation, definitively terminate the student's or external student's enrolment in the programme.
3. The boards of examiners will adopt rules on carrying out the duties and powers referred to in the first paragraph, parts (b), (c) and (e), and the second paragraph, and on the measures which it may take in this regard. The boards of examiners may, under conditions to be set by it, decide that not every course exam need be passed to find that the final exam was passed.
4. If a student files a request or complaint with the boards of examiners in which an examiner is involved who is a member of the boards of examiners, the examiner in question will not participate in the boards of examiners' handling of the request or complaint.
5. Each year, the boards of examiners will draw up a report of their activities. The boards of examiners will provide the report to the faculty board.

Article 6.4 Examinatoren

1. The boards of examiners will designate examiners to administer course exams and to determine the results of these.
2. The examiners will furnish the requested information to the boards of examiners.

CHAPTER VII FINAL PROVISIONS

Article 7.1

The faculty board can, when legally allowed, deviate from the faculty regulations under certain circumstances and substantiated, after obtaining advice from the faculty council and approval from the executive board.

Article 7.2

These regulations may be cited as the 'faculty regulations of the Faculty of Psychology and Neuroscience' and will take effect on 10 October 2023.