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Statutes for the Neuroscience Center of Ulm University from 02.08.2022

At its meeting on 28.07.2022, the Senate of Ulm University issued the following statutes on the basis of Section 40 (4), Section 19 (1) Sentence 2 No. 10 LHG of the State of Baden-Württemberg.

§ 1 Legal form, designation, tasks

- (1) The Neuroscience Center Ulm (NCU) is an association of independent scientific research groups and scientists bound by the statutes. The NCU is established at the University of Ulm as a legally dependent research center in accordance with Section 40 (4) LHG.
- (2) The Center is intended to bring together the various fields of medicine, biosciences, psychology, chemistry, engineering, computer science, mathematics and physics, in which neuroscience plays an important role, and to intensify interdisciplinary activities. The following goals are at the forefront:
 - a) to strengthen neuroscientific exchange at Ulm University and research institutions in the region,
 - b) to promote interdisciplinary research in the field of neuroscience in the medium term,
 - c) to promote young scientists and equal opportunities in this field,
 - d) to train future generations of scientists in the interdisciplinary field of neuroscience,
 - e) to make neuroscientific research at the location visible to the outside world, and
 - f) to utilize synergies through coordination and joint use of infrastructure.
- (3) The NCU implements its objectives in particular with the following measures:
 - a) Initiating and coordinating joint research projects between the various groups in the NCU,
 - b) Organization of joint events, such as colloquia, guest lectures, etc.,
 - c) Involvement of domestic and foreign scientists in joint research programs,
 - d) Promotion of young scientists and organization of joint training events,
 - e) Contributing to the planning of the Neurotrack and the Neuroscience topic within the IGradU Molecular Medicine.

§ 2 Membership

- (1) NCU is open to all research groups that have a work program in accordance with the objectives of the NCU and are willing to cooperate.
- (2) Members of the NCU are all scientists accepted by the NCU Executive Board. A distinction is made between
 - a) Full members: members of the University of Ulm whose independent scientific work is proven either by their assignment to the group of university lecturers or by the acquisition of their own third-party funds and the visibility of their own research focus,
 - b) External full members: persons who fulfill the requirements under a) without being members of Ulm University,
 - c) Associate members: academic members of Ulm University who are doing a doctorate or are continuing their qualification after their doctorate, and
 - d) Student members: students of Ulm University.
- (3) All full members are entitled to vote; associate and student members may participate in the General Assembly in a consultative capacity.
- (4) Scientists may apply for membership to the NCU Board. The Board reviews the applications and decides on admission within eight weeks. Newly admitted members are presented to the General Assembly. Resignation is possible at any time at the end of the calendar year, but should be justified. In justified individual cases, the Board of Directors may decide on early resignation. Full membership in accordance with Section 2a) also ends when the membership of Ulm University ends. A possible admission as an external member can be applied for by persons who have left Ulm University.
- (5) The General Assembly may expel a member for good cause. The General Assembly shall grant the member against whom an expulsion procedure is carried out the right to be heard.
- (6) In order to promote the tasks of the NCU, members are obliged to
 - a) advise and support each other,
 - b) report on their research activities
 - c) participate in the administration of NCU's affairs, and
 - d) depending on their membership status, make a contribution to the financing of the NCU.
- (7) The amount of the membership fees shall be determined by the NCU General Assembly.
- (8) The status of a member does not constitute any entitlement to the allocation of funds.

§ 3 Committees and bodies

The NCU consists of the following bodies and organs:

- a) Board of Directors

- b) Spokesperson and deputy spokesperson
- c) General Assembly
- d) Committees

§ 4 Executive Board

- (1) The Executive Board consists of a spokesperson as chairperson and at least two deputies. At least two of the Board members must be members of the Faculty of Medicine. The term of office is four years; re-election is permitted. The General Assembly elects the Executive Board from among the full members.
- (2) The Executive Board has the following tasks:
 - a) it prepares the discussions of the Assembly and implements its resolutions,
 - b) it coordinates NCU activities within the framework of national and international co-operation as well as the internal co-operation,
 - c) it plans and supports the participation of the NCU in tenders and competitions,
 - d) it comments and decides on applications from members,
 - e) it assumes other tasks relating to the NCU that are not the responsibility of other bodies.
- (4) In order to facilitate its work, the Board of Directors may set up committees and propose their members. Elections are made by the General Assembly. For example, committees for the development of the research program, the coordination of results reports, the preparation of scientific events, investment planning or the preparation of funding applications are conceivable.
- (5) The Executive Board is convened by the spokesperson and should meet at least twice a year.
- (6) The Executive Board is quorate if at least three members of the Executive Board are present. It passes its resolutions by a simple majority of the members present; in the event of a tie, the spokesperson has the casting vote. The Executive Board should exhaust all possibilities to reach decisions by consensus.

§ 5 Spokesperson and deputy spokesperson

- (1) The spokesperson must be a full member of the NCU and a full-time university lecturer at Ulm University. He or she represents the NCU externally. He or she is authorized to attend all meetings of the NCU committees. The tasks of the spokesperson include in particular
 - a) the management of day-to-day business including the ongoing administration and accounting of funds,
 - b) convening Board meetings and general meetings,
 - c) making urgent decisions in the interests of the NCU,
 - d) informing the members and employees.

- (2) The spokesperson shall be bound by the resolutions of the Executive Board and shall be accountable to the General Assembly for his/her decisions concerning the NCU. He or she shall report to the General Assembly on the work of the Executive Board.
- (3) The members appointed as deputies shall represent the spokesperson in case of absence or by arrangement and support him or her in the tasks of day-to-day NCU-related business.
- (4) The spokesperson and the deputies may resign after giving appropriate notice. They can be dismissed prematurely after a hearing by a vote of at least 2/3 of the members if a new member of the Board of Directors is elected at the same time.

§ 6 General Assembly

- (1) The General Assembly is responsible for fundamental questions of the organization and the tasks of the NCU, in particular for
 - a) discussion and approval of the annual accountability report of the spokesperson,
 - b) developing the scientific program of the NCU,
 - c) deciding on the overall financing plan,
 - d) appointment and composition of committees,
 - e) passing resolutions on the statutes and their amendment,
 - f) election of the Executive Board,
 - g) determining procedures and processes within the NCU.

The General Assembly may authorize the Executive Board to make decisions on the use of common funds within the framework of the overall financing plan. In this case, the Executive Board is accountable to the General Assembly and requires to be exonerated by the General Assembly.

- (2) The General Assembly shall be convened by the spokesperson of the NCU at least every six months. A meeting by video conference is also permitted and quorate. At the request of at least five members or two members of the Executive Board, the spokesperson must convene the meeting within four weeks.
- (3) The meeting is quorate if more than half of the full members are present or are represented with voting rights in accordance with Section 5 (4) and the meeting is properly chaired. If the meeting is not quorate, a second meeting must be convened within four weeks.
- (4) If a member is unable to attend a meeting, he or she may be represented by another member who is authorized to vote. The transfer of voting rights must be communicated to the spokesperson in text form by the beginning of the meeting at the latest.

§ 7 Publication activities

The knowledge gained through scientific research by NCU members shall be published in an appropriate form. Such publications must bear a note stating that the underlying work was carried out within the framework of the NCU (additional affiliation).

§ 8 Funding

- (1) Applications for the allocation of funding, e.g. for guest lectures, can be submitted to the Executive Board by all members.
- (2) If a member of the NCU resigns, the equipment, materials and other research aids acquired from NCU funds must be made available for NCU purposes.

§ 10 Office

If an office is established, it shall be assigned to the institute of the spokesperson, including staff. The office coordinates and supervises the activities of the NCU. Other tasks include increasing NCU's international visibility and external impact. It is responsible for the administrative handling of all NCU processes. It is financed by members' contributions in the form of membership fees.

§ 11 Administration

The central university administration or the clinic administration is responsible for the external business representation of the competence center, in particular for the conclusion of contracts and the acceptance of donations from third parties as well as for civil service and employment law decisions in personnel matters and insofar as declarations are to be made to third parties.

§ 12 Final provisions

- (1) The general meeting decides on amendments to these statutes with a majority of 2/3 of the members present.
- (2) In addition, the rules of procedure of the University of Ulm shall apply.
- (3) The regulations shall enter into force on the day after publication following a resolution by the Senate of Ulm University. At the same time, the statute of 1 July 2002, Official Announcements No. 15/2002, shall cease to be in force.

Ulm, 02.08.2022

signed

Prof. Dr.-Ing. M. Weber

- Präsident -