

Regulative

for

**Research School of Environmental Chemistry and Ecotoxicology
(RECETO)**

at

The Royal Veterinary and Agricultural University

Under the auspices of

**The Royal Veterinary and Agricultural University (KVL)
Technical University of Denmark (DTU)**

**The Danish University of Pharmaceutical Sciences (DFU)
University of Copenhagen (KU)**

Lund University (LU)

National Environmental Research Institute - Denmark (DMU)

**The Geological Survey of Denmark and Greenland (GEUS)
DHI Water and Environment (DHI)**

Danish Forest and Landscape Research Institute (FSL)

Danish Institute of Agricultural Sciences (DJF)

GENERAL REGULATIONS

Foundation, name and location

§ 1

- Subsection 1** The name of the research school in English is: Research school of Environmental Chemistry and Ecotoxicology
The name of the research school in Danish is: Forskerskole for Miljøkemi og Økotoxikologi.
- Subsection 2** The Research School is established by KVL with fundings from the Danish Research Agency - after nomination by the Research Education Council (FUR) and approval by the participating institutions. The administration and secretariate is placed at KVL, which hosts the research school.
- Subsection 3** The activities of the research school are initiated January 1st 2003 and run for a period of 5 years after which the continuation of the research school is reconsidered.

Purpose and academic delineation of the research school

§ 2

- Subsection 1** The overall objective of the research school is to strengthen post graduate training of researchers within environmental chemistry and ecotoxicology based on a strong platform within the natural sciences. The research school aims at i) high quality of educational offers to Ph.D. students, ii) establishment of a network for Ph.D. students and supervisors, iii) a forum for discussion of current concepts and theories within environmental chemistry and ecotoxicology, and iv) to attract students. The research school also aims at strengthening in the international dimension of post graduate training.
- Subsection 2** The research school is targeted towards the parts of environmental chemistry and ecotoxicology concerned with terrestrial environments, i.e. soil-water-biota systems. The research school is based on the following disciplines:
- Environmental chemistry
 - Geochemistry
 - Microbiology
 - Plant physiology and biochemistry
 - Analytical chemistry and microbiology
 - Hydrology and transport processes
 - Ecotoxicology and risk assessment
- Subsection 3** Within the frame of § 2, subsection 2, the research school will provisionally focus on the following research themes:
- Kinetics and mechanisms of degradation processes

- b) Interactions between geo-sorbents, microorganisms and plants for the bioavailability, toxicity, degradation and diffusion of contaminants
- c) Environmental chemistry and ecotoxicology of "new" contaminants, e.g. pharmaceuticals, natural toxins, GMO-metabolites, and their degradation products
- d) Advanced chemical analytical methods and screening methods for screening and determination of contaminants
- e) Terrestrial ecosystems and global mass balances with emphasis on carbon and nitrogen
- f) Inclusion of sorption and degradation kinetics in transport models, e.g. in transport models comprising soil, ground water, lake systems, and/or wetlands
- g) Models of ecotoxicity and environmental risk

The research school board revises the number of research themes and their content according to §8, subsection 2.

ORGANISATION AND MANAGEMENT OF THE RESEARCH SCHOOL

§3

Subsection 1 RECETO is a specialised research school within the field of environmental chemistry and ecotoxicology and general works as part of the post graduate school in natural sciences being part of the cooperation between university research and other public research. RECETO aims at strengthening organization of education and research cooperation within environmental chemistry and ecotoxicology in the Øresund region.

Subsection 2 The research school will be established December 1st 2002. The research school is established in cooperation between The Royal Veterinary and Agricultural University (KVL) and the following 9 institutions:

- Technical University of Denmark (DTU)
- The Danish University of Pharmaceutical Sciences (DFU)
- University of Copenhagen (KU)
- Lund University (LU)
- National Environmental Research Institute - Denmark (DMU)
- The Geological Survey of Denmark and Greenland (GEUS)
- DHI Water and Environment (DHI)
- Danish Forest and Landscape Research Institute (FSL)
- Danish Institute of Agricultural Sciences (DJF)

From these research institutions, 15 research groups participate at the time of initiation of the research school (appendix A).
The research school is open for participation of other institutions and research groups; decisions on admission of new members is taken by the board.

Subsection 3 The participating institutions contributes to the activity of the research school by providing supervisors and teachers for project supervision, course teaching, participation in the organization and other activities of the research school and

by allocation of scholarships for Ph.D. education within the subject areas of the research school. The participating institutions select key supervisors and supervisors at the opening of the research school (appendix A).

- Subsection 4** Accounting and financial management of the research school will be handled at the department where the head of the research school is employed following the general rules for universities and public research organisations.
- Subsection 5** The head of the research school holds the main responsibility for managements of the school. To assist the daily management a secretariate is established at the department where the head of research school is employed. The host department provides office and office facilities for the secretariat. Expenses to cover the salary of the secretary and to run the secretary is covered by the budget of the research school; the annual budget is decided in accordance to §8, subsection 2.

Head of the research school

Appointment and references §4

- Subsection 1** A permanently employed academic (associate professor or professor) is appointed as head of the research school at the host institution, currently KVL. The procedure for appointment of the head is done in accordance with the rules set by the Academic Council at the host institution with final appointment made by the rector of the host institution. The appointment is based on an evaluation of one or more suitable candidates.
- Subsection 2** The head of the research school refers to the RECETO board (§8, subsection 2-4), or to the rector of the host institution, depending on the particular subject in question.

Head of the research school: duties and competences

§5

- Subsection 1** The head of the research school is the legal representative of the research school, including contact to and negotiation with official instances, EU, the NOVA university etc. The head of research school can negotiate and make decisions on behalf of KVL or other institutions given that the competences to do so has been clearly delegated to the head by the partern institutions.
- Subsection 2** The head of the research school and the board (§8, subsection 2) are responsible for the administration of the research school budget. After consultations with the board, the head has responsibility for the daily operation of the research school including planning and coordination of the different activities, Ph.D. courses, summer schools, workshops/seminars, RECETO-

symposia, and affiliation of Ph.D. students as well as guest researchers and teachers. Furthermore, the head of the research school organizes – in cooperation with the co-funding parties – formulation, posting and evaluation of co-funded scholarships that are applied for through the research school, cf. §10, subsection 1¹. The head of the research school is responsible for the management of the secretariate including information about the activities of the research school presented via the research school homepage. The head of research school is responsible for hiring and evaluation of personel for the secretariate; employment of secretariate personel takes place at the department where the head of research school is employed.

Subsection 3 After consultation with the board, the head should take actions in order to profilate and promote the research school, to make contact to funds raisers and apply for funds, to take initiatives that stimulates the academic development of the school, and work towards internationalization of the school.

Subsection 4 The head of the research school has the right to delegate management tasks and responsibility for research school activities to the employees at the participating institutions. Contact between the RECETO administration and the participating research groups ususally goes through the key-supervisors, cf. § 9, subsection 1.

§ 6

Subsection 1 The activities of the research school, including the activity of the secretariate, educational activities and co-financing of Ph.D. stipends, are financed by funding obtained from the Danish Research Agency, private donors and other external funds. The head of the research school can make a suggestion to the partner institutions/institutes, to pay a fee for each Ph.D. student affiliated with the research school, to financial support the activities of the secretariate, including updating of the homepage, and organization of academic meetings such as symposia, workshops and summer schools.

Subsection 2 The head of the research school is the fund manager or/and responsible for funds transferred to the research school for financing educational activities and Ph.D. scholarships. Funds for Ph.D. scholarship are further transferred to the university at which the Ph.D. student is enrolled.

Subsection 3 Three months before the end of a calendar year at the latest, the head of the research school makes an outline of the work program and a budget for the upcoming year, however for the first year, February 2003 at the latest. The outline for the work plan and budget is treated and approved by the RECETO board, cf. § 8, subsection 2. Those parts of the work plan and the budget, which may imply funding and obligations on behalf of KVL should be approved by the Research and Innovation Committee at KVL. For those parts of the work plan and the budget which concerns rest of the institutions, the board representatives from these institutions have responsibilities for approval of the work plan and budget at the respective institutions.

Subsection 4 At end of the calendar year the head prepares a report covering the activities of the year. After approval of the board the annual report is published at the research school homepage.

The board of the research school

Composition and selection

§ 7

Subsection 1 The leadership of RECETO comprises the head of research school and the board. In cooperation with the head of the research school the board is responsible for the overall planning and activity of the research school.

Subsection 2 The board consists of 8 members: the head of the research school who is the chairman, 6 members, who are academic staff at the participating institutions, cf. below, and one member, who is a Ph.D. student affiliated with the research school. The following 6 institutions/groupings each elects one member for the board:

- The Royal Veterinary and Agricultural University
- Lund University
- University of Copenhagen and The Danish University of Pharmaceutical Sciences
- Technical University of Denmark and DHI Water and Environment
- National Environmental Research Institute – Denmark and The Geological Survey of Denmark and Greenland
- Danish Institute of Agricultural Sciences and the center Forest & Landscape Denmark

The Ph.D. student is elected by Ph.D. students affiliated with the research school. A deputy member can be elected for each of the board members, except the head of the research school.

Subsection 3 The members, including the deputy members, are elected for a period of 3 years with an option of one re-election; however, the Ph.D. student and the Ph.D. deputy member are only elected for 2 years without option for re-election. The board chose - among themselves - a deputy chairman for one year at a time. This happens at the first meeting after New Year. The board must at least meet 3 times a year.

Tasks

§ 8

Subsection 1 The board lay down their own order of business.

Subsection 2 The board act as advising committee on:
a) Extension and revision of research themes within the research school

- b) Affiliation of new research groups with the research school.
- c) Development and planning of all types of educational activities.
- d) Advertisements of RECETO funded scholarships.
- e) Invitation of guest researchers/teachers.
- f) Preparation of the annual work program and the frame for the annual report.
- g) Preparation and approval of the annual research school budgets.
- h) Regulations describing the commitments of participating institutions towards the research school.
- i) Quality criteria applicable for supervisors.
- j) Internationalization of the research school.

Subsection 3 The board and the head of the research school are responsible for promotion and profiling of the research school, and for establishing contacts with participating research groups.

Subsection 4 The board takes active part in the organization of evaluation of the research school activity at the end of the test period, cf. § 1, subsection 3.

Key supervisors and supervisors

§ 9

Subsection 1 For each of the participating research groups cf. appendix A, a key supervisor is appointed by the head of the research group in question. The key supervisor must be an active and experienced researcher at the level of an associate professor or senior research scientist, with a thorough knowledge of environmental sciences, having experience with supervision of Ph.D. students and being part of an international network within her/his field of expertise. Furthermore, the head of the research group selects 2 supervisors who should be at the level of associate professor or senior research scientist, and who must be active researchers within the subject area of the research school, and experienced with research education and Ph.D. supervision (appendix A).

Subsection 2 The key supervisors act as the professional contacts to the board of the research school.

The key supervisors take part in:

- a) Development, organisation, teaching and evaluation of Ph.D. courses.
- b) Development, organization, teaching and evaluation of seminars and summer schools.
- c) Attraction of funding for Ph.D. scholarships within their subject area.
- d) Development of the research themes of the research school, cf. § 2, subsection 3.

The key supervisors can delegate part of their obligations to the supervisors.

Subsection 3 The key supervisors and the supervisors are the primary professional contacts for Ph.D. students affiliated with the research school. Often they will act as main or co-supervisors (§ 12, subsection 1) for affiliated students.

Subsection 4 The key supervisors should be given an opportunity to suggest ideas and to comment on the work schedule, budget and annual report of the research school, cf. § 6, subsection 3.

PH.D. STUDENTS AT THE RESEARCH SCHOOL

Affiliation

§ 10

Subsection 1 The PhD students affiliated with the research school, are enrolled at the participating universities according to the rules in force for admission to Ph.D. education. In those cases, where the students are – partly or completely - employed for funds administrated by the research school, the job advertisement and the evaluation of the incoming applications are handled by the head of the research school together with the co-funding parts; final approval and employment is accomplished at the university which provides co-financiation, unless other things have been agreed. For the scholarships that are co-financed by the research school and DTU, the job advertisement is made by DTU. If there are two co-financing universities, the approval and employment is carried out at the university where the main supervisor is employed. The quality assessments (half-year assessments) of the individual Ph.D. studies takes place according to the current rules in force.

Subsection 2 When the subject of a Ph.D. study is within the subject area and the research themes of the research school, cf. § 2, subsection 2, and when supervisors employed at the institutions mentioned in appendix A act as supervisors for the particular Ph.D. student, the participating institutions commit themselves to affiliate the Ph.D. student with the research school, regardless of how the Ph.D. study has been financed, and given that RECETO is the research school that most fully covers the subject of the Ph.D. study. The expected affiliation with the research school usually should appear from the job advertisement, but it may also be arranged after enrollment has taken place. Affiliation with the research school can be carried out up to 1 year after the Ph.D. student has been enrolled as Ph.D. student.

Subsection 3 Ph.D. students, that are enrolled at an institution, which is not a participating institution, cf. § 2, subsection 2, can be affiliated with the research school under special conditions to be agreed upon by the participating parties.

Subsection 4 For scholarships co-financed by the research school, a co-operation agreement between the research school, the enrolling institution and other co-financing parties, should be prepared and signed.

Subsection 5 The head of the research school can propose supplementary provisions concerning funding and administration of co-financed stipends, in cases where RECETO contributes with part-financing.

The activities of the Ph.D. education

§ 11

- Subsection 1** Ph.D. students affiliated with the research school are offered a number of educational activities and opportunities, including:
- a) Ph.D. courses.
 - b) Summer schools.
 - c) RECETO symposia.
 - d) Seminars and workshops.
 - e) Academic networking, information portal and a network of supervisors.
 - f) Internationalization.
- Subsection 2** During a full Ph.D. study, students that are affiliated with the research school should participate in at least one summer school, two RECETO symposia, and they need to contribute with at least one poster and one seminar related to their Ph.D. project at a workshop or a symposium arranged by the research school. In addition, the students have to contribute with information about study activities to the research school homepage according to criteria determined by the head of the research school.

Supervision

§ 12

- Subsection 1** Supervision of Ph.D. students affiliated with the research school follows the rules in force at the participating institutions. In those cases where Ph.D. scholarships are funded partly or in whole by the research school, or where funds for the scholarship are provided by the participating research groups within RECETO, the Ph.D. project will be supervised by one or my members among the key supervisors and the supervisors (appendix A).
- Subsection 2** The research school should monitor the progress and quality of the Ph.d. education and projects of the affiliated students by inspection of half year reports which must be forwarded to the research school by the key supervisor. The RECETO secretariate monitors the quality of the supervision through the student's written evaluation of teaching activities. Unsatisfactory study plans or lack of sufficient supervision will be commented upon to the institution where the student is enrolled as well as the responsible supervisors. The quality of supervision and course activities are given attention at RECETO symposia.
- Subsection 3** Ph.D. students affiliated with the research school can present complaints about supervision, courses and other study activities to the research school. The complaints are presented by the research school to the institution where the supervisor is employed.

Certificate

§ 13

Ph.D. students that are affiliated with the research school are given a certificated attached to their Ph.D. diploma.

EVALUATION OF THE RESEARCH SCHOOL ACTIVITIES

§ 14

- Subsection 1** The research school is established for a 5-year trial period with expiration November 30th 2007.
- Subsection 2** No longer than 9 months after the expiration of the trial period, an evaluation of the research school activities, is initiated by an initiative from the board. The evaluation will consist of a self evaluation, followed by an evaluation by a panel consisting of 3 international evaluators. The final evaluation report comprising the internal and external assessments, is sent to the participating institutions 4 months before the trial period ends at the latest. The evaluation report is the basis for negotiations between KVL and the participating institutions for continuation of the research school.
- Subsection 3** If it is decided not to continue the activities of the research school, the participating institutions have to maintain the activities, including management of the research school for such a period that the research school is able to fulfill its obligations towards Ph.D. students who have already affiliated with the research school.

CHANGES of THE REGULATIVE

§ 15

The regulatives can be revised after approval by all participating institutions, on the basis of recommendation from the head and/or board of the research school, or one or more of the participating institutions.

COMING INTO FORCE, ANNULMENT AND APPROVAL

§ 16

- Subsection 1** The regulatives are approved by the participating institutions, and come into force from the date where the last signature is given.
- Subsection 2** A participating institution can resign from the research school 3 months after a notice is given to the research school. In case that the resigning institution has Ph.D. students affiliated with the research school and/or is co-funding Ph.D. scholarships within RECETO, it should be secured that the Ph.D. studies in

question are not affected and do not suffer from the resignation of the institution.

Subsection 3 Before activation of the present regulative the organization and the management of the research school has been accomplished based on an application to KVL for establishment of RECETO. This application was approved by the KVL senate February 4th 2002.