

## **Regulations for the Graduate School of East Asian Studies/Graduiertenschule für Ostasienstudien der Dahlem Research School der Freien Universität Berlin**

### **Preamble**

Based on § 74 of the Law on Higher Education Institutions in the State of Berlin (Berlin Higher Education Act - BerlHG) in the version of the announcement of the new version of July 26, 2011 (GVBl. p. 378), last amended by the law of December 17, 2020 (GVBl. p. 1482), the Joint Commission (GK) appointed by the Departments of History and Cultural Studies, Politics and Social Sciences, Law, Economics, and Philosophy and Humanities issued the following Regulations for the Graduate School of East Asian Studies/Graduate School of East Asian Studies at Dahlem Research School of Freie Universität Berlin (Graduate School) on May 13, 2020: [\[1\]](#)

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### **§ 1 Tasks and Objectives of the Graduate School**

- (1) The Graduate School of East Asian Studies/Graduiertenschule für Ostasienstudien (Graduiertenschule) is an institution of the Dahlem Research School (DRS) of Freie Universität Berlin.
- (2) The Graduate School is a structured doctoral program that combines basic, historically founded, and interdisciplinary doctoral training in East Asia-related regional studies (Japanese, Korean, and Chinese Studies) with disciplinary, theoretically and methodologically founded teaching in the social sciences (Political Sciences, Business and Economics, Law, Anthropology, Humanities, and History and Cultural Studies). The core of the Graduate School's teaching and research program is the analysis of institutions in East Asia, and in comparative perspective.
- (3) The Graduate School offers the doctoral study program East Asian Studies/Ostasienstudien (Ph.D. program). The Graduate School's mission is to train future leaders in academia, media, politics, and international cultural and economic cooperation, to meet the growing demand for competent experts with relevant language skills.
- (4) The doctoral study program in particular appeals to students who, although based in one discipline, intend to work in an interdisciplinary way as part of their dissertation project. Students shall conduct their research activities independently, while maintaining close cooperation with their supervisors.
- (5) The Graduate School aims at providing a theoretically and methodologically reflected study and learning program. It combines excellent training in East-Asia-related subjects (Japanese, Korean or Chinese Studies) with broad regional expertise and sound

methodological knowledge in the relevant disciplines such as Political Science, Law and Economics, History, Anthropology, and Cultural Studies. An essential component of this doctoral program is an intensive training phase in East Asia. The Graduate School draws on existing networks between Freie Universität Berlin and major universities and research institutions in East Asia, as well as East Asia-related institutions in Europe and the United States.

(6) The admission requirements, the application, and selection process, as well as the content, goals, organization, and performance requirements are regulated by the Regulations for the Doctoral Study Program East Asian Studies/East Asian Studies of Dahlem Research School of Freie Universität Berlin dated August 16, 2020.

(7) All members and bodies of the Graduate School shall be obliged to promote equal opportunities and uphold the compatibility of academic qualification and family life, taking into consideration the regulations of the Women's Advancement Guidelines (FFR) of Freie Universität Berlin of February 17, 1993 (FU-Mitteilungen 17/1993).

## **§ 2 Graduate funding**

(1) The Graduate School may apply for programs to promote young scientists.

The selection committee decides on the awarding of scholarships from self-raised funds in the course of the selection procedure according to §§ 3, 4 of the Regulations for the Doctoral Program East Asian Studies/East Asian Studies of Dahlem Research School of Freie Universität Berlin dated August 16, 2020. The scholarship is initially awarded for one year. It can be extended for a maximum of two additional years on the basis of a positive evaluation.

(2) As a rule, a six-month research period in East Asia forms part of the doctoral study program. For the implementation of this research stay, the Graduate School provides support for doctoral candidates in acquiring research grants.

## **§ 3 Research areas**

(1) The Graduate School's research program focuses on the academic discourse with institutions in East Asia, paying special attention to the following research lenses: origin and development of and/or changes of institutions, and the impact of institutions as well as their global interdependencies. The research program combines the institution-based approaches of the disciplines represented in the Graduate School with empiric developments in East Asia. It strives to gain new insights and further develop existing theories.

(2) Every two years, the research areas outlined in section 1 shall be reviewed by the Executive Board, the Advisory Board, or the International Scientific Advisory Board (Advisory Board), with necessary adjustments. For this purpose, the School may convene a retreat of all Principal Investigators (PIs).

## **§ 4 Members and Bodies of the Graduate School**

(1) Members of the Graduate School are all scholars responsibly involved in applying and implementing the doctoral study program as full-time lecturers and as supervisors of dissertations. All students admitted and enrolled in the doctoral program of the Dahlem Research School of Freie Universität Berlin per §§ 3, 4 of the Regulations for the Doctoral Studies Program in East Asian Studies/Ostasiensstudien of August 16, 2020, are members as well. The membership of teaching staff and supervisors is bound to their participation according to phrase 1. Notification of the termination of membership must be given in writing.

(2) Upon request from the Executive Board, the Members' Committee shall decide on the admittance of new members as outlined in section 1 phrase 1.

(3) Doctoral candidates studying at foreign universities with the right to issue doctoral degrees or educational institutions of equal rank, who are temporarily admitted and enrolled in the doctoral study program for up to two semesters as part of a cooperation agreement, shall not become members of the Graduate School. Any achievements rendered in this period are subject to the cooperation agreement. Upon expiry of the temporary admission and enrollment, candidates must meet the requirements as outlined in §§ 3, 4 of the Regulations for the Doctoral Program East Asian Studies/Ostasienstudien of Dahlem Research School of Freie Universität Berlin dated August 16, 2020, to be further admitted and enrolled and obtain membership of the Graduate School.

(4) Bodies of the graduate school are

- a) the Member's Committee,
- b) the Advisory Board,
- c) the Executive Board and
- d) the Director.

(5) The rights and duties of other university bodies under the Berlin Higher Education Act and the Partial Basic Regulations (Trial Model) of Freie Universität Berlin of October 27, 1998 (FU-Mitteilungen 24/1998 - Partial Basic Regulations) shall remain unaffected. Any rights and obligations of other university bodies as outlined in the Berlin Universities Act [BerlHG] and the Partial Basic Regulations [Teilgrundordnung] (testing model) of the Freie Universität Berlin dated October 27 1998 (FU Memoranda 24/1998 - Partial Basic Regulations) shall remain unaffected. All bodies in accordance to section 4 items a) to c) shall each adopt rules of procedure; in all other respects, the statutory provisions shall apply.

### **§ 5 Member's Committee**

(1) The members of the Graduate School outlined in § 4 section 1 shall constitute the Member's Committee.

(2) The General Assembly may make recommendations on all matters concerning the Graduate School. In particular, it makes recommendations on program coordination and development.

(3) The members outlined in § 4 section 1 phrase 1 shall elect the Executive Board. They shall propose the members of the selection committee to the Joint Commission appointed by the Departments of History and Cultural Studies, Political and Social Sciences, Law, Economics, and Philosophy and Humanities with decision-making authority for doctoral studies at the Graduate School.

(4) The Director shall convene and chair the general meeting at least once within every twelve months [or] once a year.

(5) The lecturers of the doctoral study program shall meet regularly at plenary meetings, which, in particular, serve the further development of the research and study program.

(6) The doctoral program students shall regularly assemble for plenary meetings, which primarily serve to discuss student concerns in the graduate school and the quality of supervision. Their suggestions and recommendations may then be passed on to the Executive Board or the Advisory Board.

### **§ 6 Advisory Board**

(1) The Advisory Board shall give advice to the Executive Board regarding the decisions on all affairs of the Graduate School and make recommendations and suggestions. It shall decide on measures for quality management which go beyond the activities of the International Advisory Board.

(2) The Advisory Board shall consist of seven members, four of whom shall be members with voting rights from among the members according to § 4, section 1 phrase 1, as well as the Coordinator and two students of the doctoral program with an advisory vote.

(3) The members of the Advisory Board from among the members as outlined in § 4 section 1 phrase 1 shall be elected by the Member's Committee outlined in § 4 section 1 phrase 1, based on a proposal by the Executive Board and shall be appointed for three years. The student members are elected by the assembly of students of the doctoral program according to § 5 section 6 phrase 1 and appointed for one year. Re-election is possible.

(4) The Advisory Board may deal with all questions of general and fundamental importance to the Graduate School. This concerns in particular:

a) the cooperation of the Graduate School with university and non-university research and educational institutions in the further development in the research areas according to § 3 section 1;

b) Recommendations on budgetary issues (material and human resources).

(5) In all matters concerning the promotion of women\* and gender research, the Advisory Board shall consult the academic management of the Center for the Promotion of Women\*'s and Gender Studies and the Gender equality officers of the departments involved, in particular of the department of History and Cultural Science, who shall have an advisory vote.

(6) When certain research projects are discussed, representatives of the respective disciplines involved must be heard.

(7) The Advisory Board shall be chaired by the Director and meet at least once in a semester. The Advisory Board will be convened, if this is requested by two-thirds of the members; the rules of procedure shall govern the corresponding details. The Executive Board may request that further meetings of the Advisory Board be called at any time. Should differences of opinion arise between the Executive Board and the Graduate School members, the Advisory Board shall act as a mediator between the two.

## **§ 7 Executive Board**

(1) The Executive Board consists of the Director; the two Deputy Directors; the Coordinator; and one student of the doctoral studies program. The student member is elected by the assembly of the students of the doctoral studies program in line with § 5 section 6 phrase 1. The term of office of the student member is one year, and the term of office for all other members is two years. Re-election is possible.

(2) The Coordinator (§ 9) and the student member are advisory members, the other board members shall have voting rights.

(3) In accordance with § 5 section 6 phrase 1, the Executive Board shall appoint, upon the proposal of the doctoral students committee, an ombudsperson from among the full-time lecturers involved in the doctoral study program, who takes part in the Executive Board's meetings with an advisory vote.

(4) In matters concerning the promotion of women\*'s and gender studies, the Executive Board shall consult the Central Institution for the Promotion of Women\*'s and Gender Studies, the women\*'s representatives of the participating departments, in particular the Department of History and Cultural Studies, and the Interdisciplinary Center for Gender Studies (IZ) in an advisory capacity.

(5) The Executive Board deliberates and decides upon all matters of general and fundamental importance for the Graduate School. This includes the internal distribution of human and material resources, as well as the definition of the employees' areas of responsibility. The Executive Board may, in general or in individual cases, transfer the right to take imperative decisions and measures to the Director. However, this shall not affect the Executive Board's right to make its own decisions.

(6) The Executive Board may employ representatives, commissions and committees for advice and support. This shall apply, in particular, to the following fields of responsibility:

- (a) Budgetary matters,
- (b) Quality management,
- (c) Study Program Planning,
- (d) Student Affairs.

The members, as outlined in § 4 section 1 phrase 1, shall elect the representatives and members of these commissions and committees from among the lecturers. The doctoral students' committee shall elect the student representatives of the Executive Board and in commissions and committees, in line with § 5 section 6 phrase 1. Re-election is possible.

(7) Commissions that draw up proposals as part of recruitment procedures or appointment or employment proposals, shall mainly consist of voting members according to § 4 section 1 phrase 1. The members proposed by the Executive Board shall be appointed as members of these commissions by the legal bodies or the bodies competent in line with the partial basic regulations (trial model) of Freie Universität Berlin of October 27, 1998 (FU-Mitteilungen 24/1998 - Teilgrundordnung).

### **§ 8 Director and Vice-Directors**

(1) The members as outlined in § 4 section 1 phrase 1 shall elect from among themselves one Director and two Vice-Directors for a period of two years. Re-election is possible.

(2) The Director, as well as one Vice-Director, shall be confirmed as first and second Representatives for the doctoral study program in line with § 6 section 1 of the Academic Rules and Regulations for the doctoral study program East Asian Studies/Ostasienstudien of Dahlem Research School of Freie Universität Berlin, in accordance with § 6 section 1 of the Regulations for the Doctoral Program in East Asian Studies dated August 16, 2020.

(3) The Director shall be the spokesperson of the Graduate School, s/he shall be responsible for managing the Graduate School and carrying out the Members' Committee, the Advisory Board, and the Executive Board. S/he shall represent the Graduate School. In matters which cannot be postponed, s/he may take imperative decisions and measures. However, the Executive Board's right to make imperative decisions according to their mandate as outlined in §7 remains unaffected. The Director shall have the managing authority in compliance with any formal prerequisites. An accounting statement must be submitted to the Members' Committee, the Advisory Board, and the university management annually.

(4) One of the Vice-Directors shall be responsible for coordinating the study program and planning the Graduate School course in consultation with the Executive Board. The other Vice-Director shall be responsible for coordinating the Graduate School's international relations in consultation with the Executive Board.

(5) The Director and the two Vice-Directors shall be supported by the Coordinator and an executive office. The executive office shall organize the meetings of the Members' Committee, the Advisory Board, the Executive Board and the International Advisory Board.

### **§ 9 Coordinator**

(1) The Coordinator shall manage the executive office and support the members of the Graduate School in complying with their tasks, in particular the planning and carrying out of the study program as well as communicating the service offers provided by the Dahlem Research School and the university and non-university institutions involved in the Graduate School. S/he shall work together with the bodies and administrations of the institutions participating in the Graduate School. Her/his duties include, among others, organizing public relations work as well as continuous data collection for evaluation purposes.

(2) The Coordinator shall be appointed by the Executive Board. The Director may have other management authority issued for the Coordinator by the competent executive office.

## **§ 10 International Advisory Board**

(1) The International Advisory Board shall advise the Advisory Board, the Executive Board and the Director on any and all decisions in fundamental academic matters and make recommendations and suggestions. The International Advisory Board shall examine and evaluate the activities of the Graduate School and support the further development of the doctoral study program.

(2) The International Advisory Board members shall be appointed for five years by the Director on behalf of the President's Office upon the Executive Board's proposal. Reappointment is permissible. The number of members shall ensure an appropriate representation of the research areas mentioned in § 3 section 1.

(3) The International Advisory Board may consult experts from science, culture, and politics.

(4) The Director and the board shall ensure that the recommendations and suggestions of the International Advisory Board are reviewed and implemented as far as possible.

(5) The International Advisory Board shall generally meet once every three years under the chairmanship of the Director. The International Advisory Board may request further meetings.

## **§ 11 Taking Effect of new regulations, Expiration of previous regulations**

(1) These regulations shall take effect on the day following their publication in the Mitteilungen (Memoranda) of Freie Universität Berlin.

(2) At the same time, the Regulations for the Graduate School of East Asian Studies/Graduiertenschule für Ostasienstudien of Dahlem Research School at Freie Universität Berlin of June 19, 2013 (FU-Memoranda, 28/2013, p. 216) shall expire.

[\[1\]](#) These regulations were confirmed by the Executive Board of Freie Universität Berlin in 2021.