After receiving consent from the Departmental Council, established by the Departmental Board in its meeting of May 15, 2018 and approved by the Executive Board on June 14, 2018.
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CHAPTER I    GENERAL PROVISIONS

Article 1    Definitions

1. In these regulations, the following terms and abbreviations have the following meanings:
   a. WWH: the Dutch Higher Education and Scientific Research Act;
   b. university: Eindhoven University of Technology
   c. department: the university department
   d. Executive Board: The Executive Board of the University
   e. Departmental Council: the council of the department
   f. Dean: the chairman of the Departmental Board
   g. electoral regulations: the regulations established by the Executive Board for electing the members of the University Council, the Departmental Councils, and the Service Councils
   h. Administration and Management Regulations: the regulations of the university, as referred to in Article 9.4 of the WWH
   i. student: a person who is registered as a student or external student for a degree program provided by the department
   j. staff member: an individual having an appointment with the university and within the department, including individuals employed by the Netherlands Organization for Scientific Research (NWO) or similar organizations designated by the Minister and working at the university\(^1\)
   k. academic staff: professors, associate professors, assistant professors, PhD students, technological designers, and other academic staff (individuals assigned to teach or conduct research in positions that, as a rule, require a university degree within the department)
   l. mandate: an assignment from the Executive Board to perform management duties on its behalf and under its responsibility with regard to a management unit
   m. sub-mandate: an assignment from an official mandated by the Executive Board to perform management duties on its behalf and under its responsibility with regard to a management unit

2. Other terms used in these regulations, if they are also used in the WWH, shall have the meaning ascribed to them in the WWH.

Article 1.2 Programs (art. 2.2 BBR)

In the department the following programs are constituted:
   a. Bachelor Program (art. 9.11 WHW)
      - Mechanical Engineering
   b. Master Program (art. 9.11 WHW)
      - Mechanical Engineering (ME)
      - Automotive Technology (AT)
      - Sustainable Energy Technology (SET)
      - Systems & Control (S&C)

\(^1\) As such, by decision dated January 22, 1988, the following organizations have been designated by the Minister:
   - the Royal Netherlands Academy of Arts and Sciences (KNAW)
   - the Netherlands Organization for Applied Scientific Research (TNO)
   - the Foundation for Fundamental Research on Matter (FOM)
   - the National Research Institute for Mathematics and Computer Science (CWI)
   - the Technology Foundation STW
Article 1.3 Common Rules (art. 9.15 lid sub i WHW)
In addition to the common rules closed by the relevant departments regarding the AT, SET and S&C programs, the common rules 3TU masters (art. 8.1 WHW) on behalf of the 3TU master programs SET and S&C is entered into between TUD, UT and TU/e.

CHAPTER II THE ORGANIZATION OF THE DEPARTMENT

Section 1 The Departmental Board

Article 2.1 Scope; appointment (Art. 9.12 and 9.13 of the WHW)
1. The Departmental Board shall consist of three members: The Dean, who shall be the chairman of the board; a Managing Director, and a third member from the academic staff. In exceptional cases, the Departmental Board may submit a request accompanied by justification to the Executive Board to appoint a fourth member from the academic staff.
2. The Dean shall have the deciding vote when opinions are divided within the Departmental Board.
3. The Executive Board shall appoint, suspend, and dismiss the Dean and the other members of the board of the department, subject to the Administration and Management Regulations.
4. In appointing the board of the department, the Executive Board shall designate the Dean as chairman.
5. Appointment as a member of the Departmental Board shall be for a term to be determined by the Executive Board. As a rule, terms are for four years.
6. Prior to the appointment or dismissal of one of the members of the board of the department, the Executive Board shall confidentially hear the Advisory Council and the other members of the Departmental Board concerning the intended decision with regard to appointment or dismissal. In the event of the appointment or dismissal of the dean, the deans of the TU/e Bachelor College and the TU/e Graduate School shall be heard. The consultation shall take place at such a time that it can have an actual influence on the decision-making process.
7. A member of the Departmental Board may be suspended or dismissed prematurely for serious cause.
8. A staff member serving as Program Director may not simultaneously serve as a member of the board of the department.

Article 2.2 Advisors, including the student representative (Art. 9.12, paragraph 2 of the WHW)
1. The Program Director of each of the Bachelor’s degree programs established within the department, along with the Graduate Program Director of each of the domains established within the department, shall serve as an advisor to the Departmental Board and, in this capacity, have the opportunity to attend the meetings of the board of the department, and to have an advisory vote in such meetings.
2. A student from the department (student representative) shall have the opportunity to attend the meetings of the board of the department, and to have an advisory vote in such meetings.
3. The Departmental Board shall invite the student members of the Departmental Council to submit a nomination for the position of student representative. This nomination shall contain the names of one or more students who are not members of the Departmental Council. The student representative shall be nominated by the Departmental Board and appointed by the Executive Board for a period of one year.
Article 2.3  Duties (Art. 9.14 and 9.15 of the WHW)

1. The Departmental Board shall be charged with the general direction of the department. The Board shall further be charged with the administration and organization of the department for the purposes of education and scientific practice, including the establishment of groups or other working relationships. This shall be accomplished subject to the WHW, the Administration and Management Regulations, and these regulations.

2. For purposes of further administrative regulation and organization of the department, the Departmental Board shall establish the Departmental Regulations, subject to the relevant guidelines established by the Executive Board. The Departmental Regulations require the consent of the Departmental Council and the approval of the Executive Board. Approval may be denied only if the regulations are in conflict with the law or the common interest.

3. The Departmental Board shall be further charged with:
   a. establishing the Program and Examination Regulations, as referred to in Article 7.13 of the WHW, for each degree program, in addition to the regular assessment of these regulations;
   b. establishing general guidelines for scientific practice;
   c. establishing the Department’s annual research program;
   d. supervising the implementation of the Program and Examination Regulations and the annual research program, in addition to submitting regular reports in this regard to the Executive Board;
   e. establishing the Examinations Committee and the Committee referred to in Article 7.29, paragraph 1 of the WHW, in addition to the departmental and interdepartmental Admissions Committee referred to in the TU/e Regulations for Admission to Master's Degree Programs and the appointment of the members of these committees;
   f. implementing Articles 7.8b and 7.9 of the WHW, with the exception of the designation of programs, as referred to in Article 7.8b, paragraph 3 and Article 7.9, paragraph 1 of the WHW;
   g. establishing further rules concerning the manner in which exemptions may be granted, as referred to in Article 7.25, paragraph 4; Article 7.28, paragraphs 2–4; and Article 7.29, paragraph 1 of the WHW;
   h. issuing a certificate of admission, as referred to in Article 7.30a, paragraph 3, applying Article 7.30a, paragraph 5, and implementing Article 7.30c of the WHW;
   i. concluding joint regulations for one or more degree programs with one or more Boards from other Departments;
   j. establishing the procedures and criteria for the recognition of acquired competencies;
   k. exercising the right of nomination for the conferral of honorary doctorates;
   l. appointing a Program Director for each degree program;
   m. arranging for the administration and organization of research institutes;
   n. preparing proposals to the Executive Board for the appointment of professors and associate professors;
   o. establishing the departmental plan for professors and associate professors; the plan and any amendments to it shall be submitted for the approval of the Executive Board;
   p. establishing the organization of the department.

4. The Departmental Board shall be charged by the Executive Board with responsibility for the management of the department, subject to the Administration and Management Regulations.

5. The Departmental Board may establish committees.
Article 2.4  Division of duties
1. Without prejudice to the responsibility of the board as a whole for its decisions and actions, the Departmental Board may establish an internal division of duties, including signatory powers.
2. The Departmental Board shall notify the Executive Board and the Departmental Council of this division of duties and shall make it known within the department.

Article 2.5  Accountability (Art. 9.16 of the WHW)
The Departmental Board shall be accountable to the Executive Board (and to the Deans of the TU/e Bachelor College and the TU/e Graduate School, acting on behalf of the Executive Board, respectively, with regard to bachelor’s degree programs and graduate degree programs). It shall provide to the Executive Board (and to the Deans of the TU/e Bachelor College and the TU/e Graduate School, acting on behalf of the Executive Board, respectively, with regard to bachelor’s degree programs and graduate degree programs) the requested information concerning the department.

Article 2.6  Rules of procedure
1. The Departmental Board may establish rules of procedure for its meetings. It shall notify the Departmental Council of these rules of procedure.
2. The meetings and meeting documents of the Departmental Board shall not be open to the public, unless the board decides otherwise.

Section 2  The Program Director

Article 2.7  Appointment (Art. 9.17 of the WHW)
1. The Departmental Board shall ensure the administration of each degree program of the department listed in Article 2, paragraphs 1 and 2 of the current Administration and Management Regulations, through the appointment of a Program Director. The Board shall appoint the Graduate Program Director to serve as Program Director for the Master’s degree programs in his domain. Appointment of the Program Directors and Graduate Program Director requires the approval of the dean of the TU/e Bachelor College and the dean of the TU/e Graduate School respectively.
2. The term of appointment shall be for 4 years, as a rule.
3. The Program Director of a degree program may not simultaneously serve as a member or chairman of the Program Committee for that degree program.

Article 2.8  Duties (Art. 9.17, paragraph 3 of the WHW)
1. The Program Director shall be charged, on behalf of the board of the department, with the organization and coordination of the tasks related to the implementation of the education and examination program for the degree program, based on the established Program and Examination Regulations. This also includes the improvement of the quality of education, taking care of education, supporting examination and training committees, and an annual assessment of the education and examination program.
2. After consultation with the chairmen of the relevant groups or the board of the department, the Program Director shall determine which employees are to be charged with the tasks referred to in paragraph 1, and he shall provide them with the necessary instructions.
3. The Program Director shall advise the Departmental Board concerning developments in education, impact on the educational philosophy and related to research developments, the content of the Program and Examination Regulations for the degree program, including the composition and programming of the program and examinations, as well as quality assurance.
4. The Program Director shall engage in regular consultation with the Program
Committee.

**Article 2.9 Accountability (Art. 9.17, paragraph 3 of the WHW)**
1. The Program Director shall be charged with accountability to the Departmental Board and shall provide the Departmental Board with all information requested.
2. Each year, the Program Director shall submit to the Departmental Board a written report of all tasks performed in this function. The report shall also be sent to the groups/working relationships and to the Program Committee.

**Section 3A The Admissions Committee**

**Article 2.10A: Composition**

**Master’s degree program Mechanical Engineering**
1. The Departmental Board shall establish an Admissions Committee for the purposes of admission to the Master’s degree program Mechanical Engineering of the department.
2. The department’s Admissions Committee shall consist of 3 members to be appointed by the board of the department, having heard the chairmen of the groups/working relationships, from the staff members of the groups/working relationships that make substantial contributions to the aforementioned Master’s degree program (or programs), on the understanding that at least 3 staff members shall be selected from each Master’s degree program.
3. The Departmental Board shall appoint the chairman of the Admissions Committee, having heard the Admissions Committee and the chairmen of the relevant groups/working relationships. Any chairman of the Admissions Committee who is not also a member of the Admissions Committee shall have an advisory vote.

**Inter-departmental Master’s degree program Mechanical Engineering**
1. The Board of the coordinating department shall establish an Admissions Committee for the inter-departmental Master’s degree program in Automotive Technology, Sustainable Energy Technology and Systems & Control.
2. The composition, nomination and appointment of the members of the Admissions Committee, as well as the appointment of the chairman of the Admissions Committee shall be arranged in the joint regulations, as referred to in Art. 9.15, paragraph under h of the WHW, which are to be concluded amongst the boards of the participating departments.

**Article 2.11A Term of office**
The term of office for members of the Admissions Committee shall be two years.

**Article 2.12A Duties**
The duties of the Admissions Committee shall be as follows:
1. for corresponding Master’s programs, assessing whether a certificate submitted by an applicant with proof of admission is at least equivalent to the certificate from the preceding Bachelor’s program and/or whether the applicant has otherwise demonstrated suitability for following the degree program;
2. for other Master’s programs, assessing whether an applicant with proof of admission has demonstrated suitability for following the degree program, with regard to knowledge, insight and skills.

**Section 3 B The Examinations Committee**

**Article 2.10B Composition**
1. The Departmental Board shall establish (an) Examinations Committee(s) for the
department’s degree programs. In the appointment of the Examinations Committee(s), the Departmental Board shall ensure that the Examinations Committee(s) is/are able to function in an expert and independent manner. At least one member shall be associated with the degree program as a teacher, and at least one member shall possess the university teaching qualification.

2. The Departmental Board shall specify profiles for the chairman, vice-chairman, general members, and the secretary of the Examinations Committee and appoints them on that basis.

3. Statements from the current members of the Examinations Committee shall be heard by the Departmental Board with regard to the appointment of new members of the Examinations Committee.

4. Individuals serving in management positions – particularly the Program Director (or adjunct Program Director), the Graduate Program Director (or adjunct Graduate Program Director), the Managing Director (or adjunct Managing Director), and the Dean (or Vice-Dean).

5. The Departmental Board shall ensure that expertise in the following areas is represented within the Examinations Committee: substantive knowledge of the degree program, knowledge of testing, knowledge of quality assurance, and legal knowledge with regard to the Program and Examination Regulations, the examination regulations, and relevant provisions of the WHW.

6. The Examinations Committee shall consist of a chairman, a vice-chairman, and a number of general members. One of the members is an external member. This external member is familiar with the role of the examinations committee in the organization and is charged, in any case, with safeguarding the independence of the examinations committee. The external member is not allowed to be involved as a teacher in the programs under the responsibility of the Examinations Committee. The Examinations Committee shall consist of an uneven number, with a minimum total of three, or an even number, with the chairman casting the deciding vote.

7. The chairman should ideally be a professor. The members shall be professors, associate professors, assistant professors, or other experts in one of the areas of expertise referred to in paragraph 5.

8. The Departmental Board shall appoint an employee from the department to serve as the secretary of the Examinations Committee.

Article 2.11B Appointment and re-appointment

1. The term of office for the chairman, vice-chairman, and members of the Admissions Committee shall be four years.

2. The distribution of portfolios shall be specified in the appointment decision.

3. The chairman, vice-chairman, and general members may be re-appointed for terms of four years. The term of an external member may, in principle, be extended no more than twice. Before a chairman, vice-chairman, or member can be appointed, an evaluation interview shall be held with the Departmental Board.

4. The Departmental Board shall strive to stagger the effective appointment dates of the members.

5. The appointment shall be confirmed in writing with the member concerned. This written confirmation shall state the portfolio for which the member is to be responsible.

Article 2.12B Duties and powers

The Examinations Committee shall include the duties and powers that have been assigned to it by law (or otherwise) in its examination regulations.

Article 2.12C Annual report

1. An annual report, as referred to in Article 7.12b, paragraph 5 of the WHW, shall be
prepared for each academic year. This report must be submitted to the Departmental Board and the secretary of the Central Committee for Educational Quality Assurance no later than December 1 following the end of the academic year.

2. The annual report shall contain an annual plan from the Examinations Committee. The annual plan shall consist of the resolutions of the Examinations Committee for the year following the reporting period with regard to the further realization or improvement of quality assurance.

3. Consultation with the Departmental Board shall be held at least twice each year, based on the annual report and annual plan. At the request of the Departmental Board and/or the Examinations Committee, the Program Director and/or the Graduate Program Director may be invited to attend this consultation.

Section 4 Departmental Office

Article 2.13
The department shall have a Departmental Office, which is led by the Managing Director. These include the following divisions: Health and Safety, Communication, Finance, Human Resources, IT and Facility Services.

Section 5 Groups

Article 2.14 Groups; duties
1. The Departmental Board establishes the groups.
   a. The Departmental Board shall determine the group to which it will assign each staff member appointed to teach and/or to perform research, taking into account the appointment decision, notwithstanding possible exceptions.
   b. The Departmental Board shall determine the organizational units of the department to which it will assign each staff member in the department appointed to perform supporting and/or management tasks for the groups.

3. The assignment of a staff member to a group shall apply for a period of no more than four years. At the end of this term, the staff member may be re-assigned to the same group.

4. The duties of the groups shall include contributing to the preparation and implementation of the department’s education and examination programs, as well as its research programs. Its duties shall also include contributing to the preparation and implementation of inter-departmental and inter-university programs for education and research.

5. The Departmental Board shall draft a broad outline of the nature and scope of the contributions of the groups, as referred to in paragraph 4.

Article 2.15 Chairman; duties
1. Groups shall be headed by a chairman. The Departmental Board shall appoint, suspend, and dismiss the chairman. As a rule, the chairman shall be a professor from within the group concerned. Appointment shall be for a term set by the Departmental Board, which shall as a rule be four years.

2. The chairman of the group may be removed from office prematurely for serious cause.

3. The duties of the chairman of the group shall be as follows:
   a. supervising those working within the group;
   b. dividing the duties of the group among the members of the group, including the designation of the professors with which each member is to maintain a working relationship;
   c. engaging in consultation with the Departmental Board, the Program Directors, the Boards or the Academic Directors of the research institutes or research
schools with regard to the education and research provided/ performed by the staff members of the group;

d. performing other duties as assigned by the board of the department.

4. Subject to the Administration and Management Regulations, the Departmental Board may delegate tasks related to the management of the group to the chairman of the group.
5. If a vacancy occurs within the group, the Departmental Board shall determine whether it is to be filled.

Article 2.16 Advice and consultation

1. Upon request or on their own initiative, the chairmen of the groups or working relationships shall provide recommendations to the boards of departments, the Boards or Academic directors of research institutes or research schools, and the Program Directors with regard to all matters concerning the education and research of the department, including inter-departmental and inter-university education.
2. The chairmen of the groups or working relationships shall hold annual consultations with the Boards or the Academic Directors of research schools or research institutes, or with the Program Directors and the Program Committees. They shall also hold consultations at the request of the Boards or the Academic Directors of the research schools or research institutes and with the Program Directors and the Program Committees.

Article 2.17 Work meetings

The chairman of the group shall arrange regular work meetings within the group.

Section 6 Research institutes

Article 2.18 Research institutes (Art. 9.20 of the WHW)

The Departmental Board shall determine which research institutes shall be established within the department. These institutes have been included as an appendix to these regulations.

Article 2.19 Academic Director

1. The Departmental Board shall appoint a professor as the Academic Director for a term of up to five years.
2. The Departmental Board may suspend or dismiss the Academic Director prematurely for serious cause.

Article 2.20 Duties of the Academic Director; accountability

1. The duties of the Academic Director shall be as follows, subject to the rules specified in these regulations by the board of the department:
   a. managing the research institute;
   b. drafting the research institute’s long-range research program;
   c. dividing the duties of the research institute among those working within it.
2. The Academic Director shall be accountable to the Departmental Board and shall provide the board with all information requested.

Article 2.21 Management

Subject to the Administration and Management Regulations, the Departmental Board may delegate duties relating to the management of research institutes to the Academic Director of the relevant research institute. This shall include the specification of the manner in which the institute’s contracts about research based on tertiary flow of funds are to be realized.
CHAPTER III  CO-DETERMINATION

Section 1 The Departmental Council (art. 9.37 of the WHW)

Article 3.1 Scope; manner of composition
1. The Departmental Council shall consist of 10 members, 5 of whom shall be selected from the department’s staff members and 5 of whom are selected by and from among the department’s students.
2. The term of office for members of the Departmental Council and the chairman or vice-chairman of this Council shall be two years for staff members and one year for students.
3. Any member filling an interim vacancy shall stand down at the prescribed end of the predecessor’s term.
4. Members of the Supervisory Board, the Executive Board, or the board of a department may not simultaneously be members of the Council. The same applies to the student representative, as referred to in Article 2.2 of these regulations.
5. The sections shall stand down as a whole at the end of their terms of office, unless special circumstances have prevented the appointment of their successors.
6. Elections for the Departmental Council shall be organized according to the current election regulations.
7. The meetings and meeting documents of the Departmental Council shall be open to the public, unless the Departmental Board or the Departmental Council have designated specific meeting documents as confidential, in which case the portions of the meeting of the Departmental Council concerning these documents shall also be closed to the public.

Article 3.2 Chairman
The Departmental Council shall elect a chairman and a vice-chairman from among or from outside its membership.

Section 2 Powers of the Departmental Council

Article 3.3 General powers and duties (Art. 9.38a of the WHW)
1. The Departmental Board shall offer the Departmental Council at least two opportunities per year to discuss with it the general state of affairs in the department. The Board and the Council shall meet together as requested with supporting rationale by the board of the department, the Council, or a section. The meeting shall be held within three weeks after the submission of the request to the board of the department.
2. The Council shall be authorized to make proposals and state its standpoint to the Departmental Board with regard to all matters concerning the department. Within three months, the Departmental Board shall provide the Council with a response to the proposals, written in the form of a proposal and accompanied by a supporting rationale. Before issuing the response referred to in the previous sentence, the Departmental Board shall provide the Council at least one opportunity for consultation.
3. The Departmental Council shall exercise the right to approve and the right to provide advice toward the board of the department, as allocated to the University Council insofar as their exercise involves matters that are of particular concern to the department and the relevant powers are also allocated to the board.
4. At the beginning of the academic year, the Departmental Board shall provide the Council with hard copies of the basic data concerning the composition of the board of the department, the organization within the department, and the most important points of the previously established policy. The Departmental Board shall inform the Council in writing at least once each year regarding the policy it has implemented in the preceding year with regard to the department, as well as its financial, organizational, and educational policy intentions for the coming year. The Departmental Board shall notify the Council immediately of any resolutions concerning the matters described in the departmental plan. The Departmental Board shall also provide the Council promptly with all information, solicited or unsolicited, that it reasonably needs in order to fulfill its duties.

5. If a given meeting or a portion thereof concerns a matter of exceptional personal interest to one of the members of the Council, the Council may decide to exclude the member in question from participating in that meeting or the relevant portion of the meeting. In such cases, the Council shall also decide that the matter in question is to be addressed in closed session.

6. The Council shall provide an annual written report of its activities, and it shall ensure that the report is available to all parties involved with the department. The Council shall ensure that the agendas and reports of the meetings of the Council are transmitted to the Departmental Board and to any committees, in addition to ensuring their availability in a generally accessible location within the department for review by stakeholders. The Council shall provide the committees referred to in the preceding clause with at least one opportunity per year to discuss with it matters that are of particular importance to the committees in question.

Article 3.4 Departmental Council; Right to approve (Art. 9.38 of the WHW)
The Departmental Board requires the advance approval of the Departmental Council for any decision that it makes with regard to the establishment or amendment of:

a. the Departmental Regulations, as referred to in Article 9.14 of the WHW;

b. the Program and Examination Regulations, as referred to in Article 7.13 of the WHW, with the exception of the topics listed in Article 7.13, paragraph 2 of the WHW under a–g, with the exception of the designation referred to in paragraph 3, and with the exception of the requirements referred to in Article 7.30a, paragraph 3, clause 3 and in Article 7.30b, paragraph 1, clause 3 of the WHW.

c. the program-specific component of the Student Statute, as referred to in Art. 7.59 of the WHW.

Article 3.5 Powers of the staff section (Art. 9.37, paragraph 5 of the WHW)

1. The Departmental Board shall ensure that the staff section of the Departmental Council has a timely opportunity to issue recommendations to the Departmental Board and to engage in consultation with regard to the intended measures concerning:

   a. the application of the terms and conditions of employment within the department;

   b. the implementation of the general personnel policy within the department;

   c. matters relating to safety, health, and well-being in relation to employment within the department;

   d. the organization and working methods of the department;

   e. the technical and economic service implementation within the department.

2. The rights of the staff section referred to in paragraph 1 may be exercised to the extent to which the Departmental Board possesses powers delegated to it by the Executive Board. If the Departmental Board does not possess the powers to which the recommendations refer, the recommendations shall be forwarded as soon as possible to the next higher authority with such powers.
3. The staff section is authorized to submit proposals to the Departmental Board with regard to the matters listed in paragraph 1.

4. The Departmental Board shall require advance approval by the staff section for any measure that the board is authorized to take and for which the staff section has provided advice on the grounds of paragraph 1.

5. In accordance with the staff section, the Departmental Board shall establish a set of regulations regarding the exercise of the rights referred to in paragraphs 1, 3, and 4. The provisions of the regulations shall include regulations for disputes.

**Article 3.6  Personnel Committee and Student Committee**

The Departmental Council may establish a personnel committee or a student committee consisting of council members who issue recommendations to the Departmental Council regarding matters that are of particular importance to the committee in question.

**Article 3.7  Rules of procedure**

The Departmental Council shall establish rules of procedure for its meetings. As a minimum, these regulations shall contain rules concerning:

a. the calling of meetings;
b. the terms within which meeting documents must be distributed;
c. the manner of deliberation and decision-making with regard to matters on which the council wishes to submit proposals to the Departmental Board or to state its standpoint, or with regard to matters for which the council wishes to exercise its right to approve or its right to give advice;
d. the specification of the number of council members required in order to conduct valid deliberation and decision-making, as referred to under c;
e. the manner in which the Departmental Council is to use the opportunity extended by the Executive Board to be heard in confidence regarding the appointment of the board;
f. the documentation and signing of the decisions;
g. the public nature of the meetings;
h. the terms within which approval or abstention from consent must be decided and the terms within which recommendations must be issued;
i. arrangements for cases in which a matter of exceptional personal interest to one of the members of the council is to be addressed in a meeting, based on Article 3.3 paragraph 5 of these regulations;
j. the provisions stated under a–i shall also be arranged in order to facilitate the staff section, the personnel committee, the student committee (and other committees to be established by the council) in the performance of their duties.

**Article 3.8  Other committees**

The Departmental Board and the Departmental Council may establish additional committees. When establishing a committee, the board or the council shall specify the duties, powers, scope, composition, and duration of the committee, as well as the public nature of its meetings.
Section 3 The Program Committee (art. 9.18 WHW)

Article 3.9 Program committee(s) (art. 9.18 lid 1 WHW)

1. The departmental board sets up a program committee for each degree program or group of degree programs of the department referred to in article 2.2 clause 1 and 2 of the applicable TU/e administration and management regulations. For interdepartmental programs, this authority is exercised by the board of the coordinating department.

2. Within the department Mechanical Engineering the following program committee(s) are established on the grounds of the first clause:
- Program committee Mechanical Engineering
- Program committee Automotive Technology
- Program committee Sustainable Energy Technology
- Program committee Systems & Control

Article 3.10 Composition of the program committee (articles 9.17 clause 4, 9.18 clause 4 and 9.31 clause 3 and 8 of the WHW)

1. A program committee consists of a minimum of 6 members and is half composed of staff members who make a substantial contribution to the program and half of the students enrolled in the program. If a single program committee is set up for multiple programs, at least one member of staff and one student from each degree program will sit on the program committee. A program director cannot be a member of the relevant program committee.

2. The term of office of the members of the program committee is 4 years for members of staff with the possibility of renewal for a further 4 years (up to 8 years) and 1 year for students. With the possibility of renewal for a further 2 years (up to 3 years).

3. The committee may or may not elect a chair from among its members and one or more deputy chairs. The chair, or in his or her absence a deputy chair, represents the committee in law.

For interdepartmental programs, corresponding provisions apply, whereby the number of members of the program committee is determined in the applicable joint regulations as referred to in Article 9.15 clause 1 under i WHW, and may include further provisions on representation of the participating departments.

Article 3.11 Method of composition (articles 9.18 clause 4 and 9.31 clause 5-6 WHW)

The members of the program committee are appointed by the departmental board on the recommendation of the relevant program committee, after consulting the departmental council. The departmental board reviews this nomination on the basis of Article 3.10 of these regulations.

This method of composition is placed on the agenda of the departmental board annually with the departmental board and the departmental council determining annually whether it is desirable to maintain this form of composition, after consulting the program committee and the program director.

Article 3.12 Tasks and powers (Article 9.18 clause 1 of the WHW)

1. The program committee has the task of advising on promoting and guaranteeing the quality of the program.
The committee also has:

a. right of consent with regard to the Program and Examination Regulations, as referred to in Article 7.13 of the WHW, with the exception of subjects referred to in the second clause, under a, f, h up to and including u and x, and with the exception of the requirements referred to in the Articles 7.28 of the WHW, fourth and fifth clauses, and 7.30bWHW, second clause;

b. the task of assessing annually the manner of implementing the Program and Examination Regulations;

c. advisory right with regard to the Program and Examination Regulations, as referred to in Article 7.13 of the WHW, with the exception of the subjects in respect of which the committee has the right to consent on the grounds of Article 9.18 of the WHW, first clause, under a, and

d. the task of on request or on its own initiative making recommendations or proposals to the program director, as referred to in Article 9.17 of the WHW, first clause in conjunction with Article 2.22 of the TU/e administration and management regulations, and the board of the (coordinating) department regarding all matters relating to education in the relevant study program. The committee sends recommendations and proposals referred to under d to the departmental council for its information.

e. right of consent with regard to the quality assurance plan applicable to the program.

2. Contrary to the first paragraph, the tasks and powers of the degree program committee with respect to the cross-curricular elements of the TU/e Bachelor and Master degree programs as stipulated in the relevant guidelines under article 9.5 of the WHW are exercised by the joint program committee as referred to in Article 3.17, seventh clause of the TU/e administration and management regulations. This committee has two chambers: a Bachelor chamber and a Master chamber. The program committee delegates one staff member and one student member from its midst to all chamber(s) of which its study program(s) is (are) part.

Article 3.13 Recommendations and proposals (Article 9.18 clause 1 under d, final sentence, and clause 2-3 WHW)

1. If a decision to be taken has to be submitted to the Program Committee (advisory right) in advance, the departmental board or the program director must ensure that:
   a. the committee is given the opportunity to consult with him/her before issuing a recommendation;
   b. the committee is informed in writing as soon as possible of the manner in which the issued recommendation is pursued;
   c. the committee, if the board of the department or the program director does not wish to follow the recommendation in whole or in part, will be given the opportunity to consult further with him/them before the decision is finalized.

2. If the program committee makes a proposal as referred to in Article 3.12, first clause under d, to the board of the department or the program director, the board or the program director will respond to the proposal within two months of receipt.

3. The committee shall send the recommendation and proposals referred to in Article 3.12, first clause under d, to the departmental council for its information.

Article 3.14 Consultation (art. 9.18 lid 5 WHW)

The program committee is entitled to invite the program director or the board of the department at least twice a year to discuss intended policies on the basis of an agenda
drawn up by the department.

Section 4    General stipulations on co-determination bodies

Article 3.15    Provisions and training (article 9.48 clause 3 WHW)

The departmental board allows the departmental council and the program committee, respectively, to use the facilities that it has at its disposal, and which the council or the committee needs in order to fulfill its tasks, including in any case official, financial and legal support and training.

The board of the department provides the members of the departmental council and the program committee with a training budget, which is determined jointly by the board of the department and the departmental council or the program committee, respectively. The staff of the department will be given the opportunity to receive this training in working hours and with retention of salary.

CHAPTER IV    FINAL PROVISIONS

Article 4.1
The Department Board shall decide in case of dispute concerning the interpretation of one or more articles.

Article 4.2
These regulations shall take effect on the day after the Departmental Board is notified of their approval by the Executive Board, as referred to in Article 9.14 paragraph 4 of the WHW.

Article 4.3
These regulations may be cited as “Departmental Regulations Mechanical Engineering”