



# LUND UNIVERSITY

Faculty of Science

Pro Dean

## **Regulations for the extension of doctoral studentships and research studies because of student union activities**

This decision replaces the previous decisions N2013/248 (dated 16 April 2013) and STYR 2015/759 (dated 16 June 2015).

The Lund University Rules of Procedure stipulate that students at Lund University shall have the right to appoint representatives to preparatory and decision-making bodies, with a few exceptions (STYR 2016/1486). The vice-chancellor has decided on general guidelines for the extension of doctoral studentships because of elected office and student influence at Lund University (STYR 2014/776). The present decision is a clarification and adaptation of the University-wide guidelines with regard to doctoral students admitted at the Faculty of Science.

Extension for service at the faculty and departmental levels is granted in accordance with the table below, whereas service at higher levels leads to extension according to the corresponding table in the vice-chancellor's decision. If a department has established bodies including student representatives in addition to the ones listed below, the department is to pay for the granted extension. As for service in student organisations, extension is granted for elected office in bodies at faculty level and higher.

The faculty rules of decision-making and delegation stipulate that decisions on extension of doctoral studentships are to be taken at departmental level. In order to be granted an extension, the doctoral student must be able to document the extent of their elected office and submit an application for extension to their department. For service at higher levels or in a departmental body not included in the table, an individual assessment will be made based on the documentation provided by the student. In accordance with the vice-chancellor's decision, extension is normally to be granted for elected office at national and international levels.

The basic principle is that a *completed assignment* is compensated for by the number of working days indicated in the table. For a partially completed assignment, the calculation of the extension is based on the proportion of the total number of meetings attended by the doctoral student. The extension can never consist of more days than the number listed in the table. Substitutes are granted extension based on the number of meetings according to the same principle as for regular members. A sample calculation is provided at the end of the document. The doctoral student is entitled to extension also after their thesis defence and having completed their degree.

**Table 1.** Extensions for service at faculty and departmental level.

<b>Level</b>	<b>Body</b>	<b>Extension</b> Number of days per year
Faculty	Board	8
	Presiding committee and management council	28
	Academic appointments board	25
	Research programmes board	15
	Study programmes board	8
	Library board	2
	Scholarship committee (travel and research grants)	2
	Gender equality and equal opportunities committee	3
	Board for appointment of associate professors	3
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Department	Department board	8
	Division board (equiv.)	5
	Research programmes committee	5
	First and second cycle programmes board	5
	Library steering group	2
	Gender equality group	3
	HSE committee	2
	LP3 board	2
	LINX board	2
	BECC board	8
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Science doctoral students' union (NDR)	President	25
	Vice-president	13
	Secretary	8
	Other member	6
	Nominating committee member	6

The department is to apply to the faculty for financial compensation for the extensions granted. This is to be done in accordance with the procedure established at the faculty.

#### **Sample calculation of extension**

The doctoral student has served as a member of the faculty board and a departmental division board for a year. The doctoral student has attended five of six faculty board meetings and all division board meetings. This results in  $5/6 \times 8 + 5 = 11.7$  working days of extension. Furthermore, in accordance with the vice-chancellor's decision, the number of working days is to be multiplied with a factor of 1.4 to arrive at the number of calendar days the doctoral studentship is to be extended by, in this example 16.4, i.e. 16 days.

**Entry into force and transitional provisions**

This decision enters into force on 1 July 2017. Assignments completed prior to 1 July 2017 will be extended in accordance with the previous decision (N2013/248) if the application has reached the department on 30 November 2017 at the latest. Applications received after 30 November 2017 will be processed in accordance with the present decision, irrespective of when the assignment was completed.

The decision on the present regulations was taken by the pro dean following a presentation by Tobias Nilsson and consultations with the faculty research programmes board and the presiding committee.

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