



UNIVERSIDAD
DE ALMERÍA



Doctorado
Universidad de Almería

**RULES OF PROCEDURE OF THE
INTERNATIONAL DOCTORAL SCHOOL
OF THE UNIVERSITY OF ALMERIA**

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**INTERNAL REGULATIONS OF THE INTERNATIONAL DOCTORAL SCHOOL OF THE UNIVERSITY
OF ALMERIA**



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Preamble

Royal Decree 99/2011, of 28 January, which regulates official doctoral studies, establishes that universities may create Doctoral Schools to organize doctoral studies and activities within their sphere of management. In the same terms, Law 14/2011, of 1 June, on Science, Technology and



Innovation, states that universities may create Doctoral Schools in one or several scientific branches or with an interdisciplinary nature.

The Governing Council of the University of Almeria, in its session of 27 July 2012, approves the creation of the International Doctoral School of the University of Almeria (*Escuela Internacional de Doctorado de la Universidad de Almería*, hereinafter EIDUAL), to organise doctoral studies and activities, as well as coordinate with other doctoral and R+D+i structures and external collaborating entities.

CHAPTER I.- NATURE, FUNCTIONS AND MEMBERS OF THE EIDUAL

Article 1. Nature, objectives and functions

EIDUAL is the specific body whose purpose is to organise, within its sphere of management, the teaching and activities of the doctoral programme.

EIDUAL will guarantee the quality of doctoral studies. Within this framework, it will be responsible for the planning, development and supervision of the Doctoral Programmes, as well as for training activities and relations with external entities.

It will also coordinate the administrative tasks related to doctoral studies.

EIDUAL will develop any other competence in the field of doctoral studies in accordance with current regulations.

Article 2. Article 2.- Members of EIDUAL

The following are members of EIDUAL:

- a) Director and Deputy Director of EIDUAL.
- b) Members of the EIDUAL Doctoral Programmes.
- c) The administrative and services staff (AS) assigned to EIDUAL.
- d) Doctoral students of the EIDUAL Doctoral Programmes.



Article 3. Code of Good Practice

Under Section 8 of Article 9 of Royal Decree 99/2011, which regulates official doctoral studies, all members of EIDUAL must subscribe to and comply with the Code of Good Practice adopted by EIDUAL.

CHAPTER II.- GOVERNING BODIES

Article 4. Steering Committee 4.1. Definition

The Steering Committee is responsible for carrying out the functions relating to the organisation and general management of EIDUAL.

4.2. Composition

The EIDUAL Steering Committee shall be composed of:

- a) The Director and Deputy Director of EIDUAL.
- b) The Deputy Director of EIDUAL.
- c) The coordinators of the UAL doctoral programmes and local coordinators of the inter-university doctoral programmes.
- d) The AS is responsible for the administrative management of EIDUAL, appointed if necessary by the Director. This person shall act as Secretary of the Steering Committee, with the right to vote.
- e) The AS official responsible for the administrative management of doctoral theses.
- f) One doctoral student from each knowledge area to be selected by lot from those proposed by the academic committees.
- g) One member representing the entities participating in and collaborating with EIDUAL, appointed by the Director of EIDUAL.



4.3. Functions

- a) Organise the doctoral strategy.
- b) Overseeing the management of EIDUAL
- c) Approve the EIDUAL Code of Good Practice and, if applicable, the Guide to Good Practice for Thesis Supervision.
- d) To ensure compliance with the rights and duties of doctoral students, tutors and thesis supervisors in accordance with the regulations governing them.
- e) Ensure compliance with the good practices adopted by the school and with the good practice guide for thesis supervision.
- f) Approve the status of international advisors to EIDUAL.
- g) Promote the quality and excellence of doctoral programmes.
- h) To carry out the follow-up of PhD graduates from doctoral programmes through the procedures established by the University of Almería or agreed upon by the universities participating in joint programmes.
- i) Define the knowledge environments and the affiliation of doctoral programmes to them.
- j) Any other functions assigned to it by the regulations in force.

4.4. Sessions

Meetings of the Steering Committee may be ordinary or extraordinary. It shall meet in ordinary sessions at least once per academic year and when requested by one-fifth of its members.

Article 5. Board of Directors of EIDUAL 5.1. Composition

The Board of Directors of EIDUAL shall be composed of the following members of the Steering Committee:

- a) The Director of EIDUAL, who will act as Chair.
- b) The Deputy Director of EIDUAL.
- c) The AS responsible for the administrative management of EIDUAL, member of the Steering Committee, who will act as Secretary of the Board of Directors.



- d) The AS official responsible for the administrative management of doctoral theses who shall also be a member of the Steering Committee.
- e) One coordinator of a Doctoral Programme of the UAL for each knowledge environment, appointed by the Director of the EIDUAL.

5.2. Functions

The Board of Directors will have the functions and competences attributed to it in the Regulations of Official Doctorate Studies of the University of Almeria.

5.3. Sessions

The Governing Board shall hold an ordinary meeting in accordance with the calendar of meetings approved annually by the Governing Board.

Article 6. EIDUAL Quality Commission

The EIDUAL Quality Commission is the EIDUAL body responsible for supervising the monitoring, modification and evaluation of the Doctoral Programmes of the University of Almeria.

6.1. Composition of the EIDUAL Quality Commission:

- a) The Director of EIDUAL, as chairman.
- b) The Deputy Director of EIDUAL.
- c) Coordinators from all the Doctorate Programmes, including inter-university exchange programmes.
- d) A student from a Doctoral Programme.
- e) A graduate, without contractual ties with the UAL, who has defended their doctoral thesis in one of the active doctoral programmes.
- f) A member of the Administration and Services Staff assigned to EIDUAL.
- g) A technician from the Planning, Evaluation and Quality Service will have the right to speak but not to vote.



6.2. Sessions

The Quality Assurance Committee shall meet at least once per academic year.

Article 7. The Director of EIDUAL

The Director of the EIDUAL will be designated and appointed by the Rector of the UAL from among those who meet the following requirements:

- a) To be part of the PDI with a permanent and full-time commitment.
- b) To possess at least three six-year research periods or Equivalent Research Evaluation for Thesis Direction (EIEDT, in Spanish *Evaluación Investigadora Equivalente para la Dirección de Tesis*), according to the Regulations of Doctoral Studies of the University of Almería.

The Director of EIDUAL shall cease to hold office at their own request or by the decision of the Rector of the UAL.

The functions of the Director of EIDUAL shall be:

- a) To develop the UAL's doctoral strategy.
- b) To direct the academic, administrative and financial management of doctoral studies at the UAL.
- c) To direct the services of EIDUAL.
- d) To give unity and coherence to the doctoral offer of the UAL, adjusted to the real capacity of the UAL in the training of quality researchers.
- e) To guarantee the quality of the doctoral offer by supervising the doctoral programmes and proposing any readjustments and modifications deemed necessary for this purpose.
- f) To represent the EIDUAL before the governing bodies of the UAL and in all other instances as required.
- g) To propose the reform of these regulations.
- h) To resolve the challenges presented in relation to conflicts arising within the different doctoral programmes.



- i) To convene ordinary and extraordinary sessions of the different collegiate bodies of EIDUAL.
- j) Propose the approval of agreements and resolutions on aspects of economic-administrative management of doctoral programmes to the Board of Directors.
- k) Any other powers attributed to it by current legislation.

Article 8. The Deputy Director of EIDUAL

EIDUAL shall have a deputy director, appointed by the Rector on the proposal of the Director of EIDUAL, from among those who meet one of the following criteria:

- a) To be part of the PDI with permanent and full-time dedication and to have two six-year active research periods or Equivalent Research Evaluation for Active Thesis Direction (EIEDTA, in Spanish *Evaluación Investigadora Equivalente para la Dirección de Tesis Activa*), or three six-year research periods (or EIEDT), according to the Regulations of Doctoral Studies of the University of Almeria.
- b) Be part of the AS with a permanent and full-time commitment and a doctorate degree.

The Deputy Director of EIDUAL shall cease to hold office at their own request or by decision of the Rector of the UAL.

The Deputy Director of EIDUAL shall assist the Director of EIDUAL in his or her duties, carrying out those delegated or entrusted by the latter.

Article 9. International advisors

The EIDUAL may appoint international advisors appointed by the EIDUAL Steering Committee, who must have a minimum of three six-year research periods (or EIEDT) in accordance with the Doctoral Studies Regulations of the University of Almeria.



CHAPTER III.- ACADEMIC COMMITTEES AND THE RIGHTS AND DUTIES OF DOCTORAL STUDENTS, TUTORS AND SUPERVISORS

Article 10. Academic committees and coordinators of the doctoral programmes.

The academic committees and coordinators of doctoral programmes will be governed, as regards their composition and functions, by the provisions of the regulations of Official Doctoral Studies of the University of Almería.

Article 11. Rights and Duties of Doctoral Students, Tutors and Directors

Doctoral students, tutors, supervisors and co-supervisors of doctoral theses shall be governed, in terms of their rights and obligations, by the provisions of Royal Decree 1791/2010 of 30 December, which approves the University Student Statute, as well as by the provisions of the Code of Good Practice and the Guide to Good Practice for Thesis Supervision adopted by EIDUAL, where applicable.

First Additional Provision

All designations in this text that have been made in the masculine grammatical gender shall be understood to be made indistinctly in the feminine gender, depending on the person or position affected by such designations.

Second Additional Provision

The legal regime of the collegiate bodies included in these Regulations shall be in accordance with the rules contained in Law 40/2015, of 1 October, on the Legal Regime of the Public Sector, with the organisational peculiarities of the University of Almería.

Repealing provision

Any provisions of equal or lower rank that oppose the provisions of these regulations are hereby repealed.



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Final provision

These regulations shall enter into force on the day following their approval by the Governing Council of the University of Almería.