

## **Supplementary faculty regulations of the faculty of Pharmaceutical Sciences regarding joint PhD's with institutions NOT located in the Flemish Community**

The Supplementary faculty regulations of the faculty of Pharmaceutical Sciences regarding joint PhD's with institutions NOT located in the Flemish Community were approved at the Faculty Board meeting of 16 October 2019 and were modified at the Faculty Board meeting of 15 November 2023. The Supplementary faculty regulations are an addition to the University decision pertaining to signing collaboration contracts for the joint supervision and awarding of a doctorate ('Gezamenlijk doctoraat' / 'Jointly supervised PhD' / 'Cotutelle') as approved by the Ghent University Executive Board. The Supplementary faculty regulations are a faculty-specific operationalisation of the rules and principles as specified in the above-mentioned University decision represented in the (most recent) UGent Education and Examination Code for Doctoral Matters. They only pertain to joint PhD's between Ghent University and at least one institution which is NOT located in the Flemish Community. The above-mentioned decision, the possible supplements and operationalisation in the Education and Examination Code for Doctoral Matters and the Supplementary faculty regulations are to be consulted as a whole.

### **Definitions (from the Education and Examination Code for Doctoral Matters - EEC)**

A joint doctorate ('Gezamenlijk doctoraat') is a doctorate that is completed under the joint supervision of Ghent University and one or several other partner institutions in accordance with the Resolution of the Executive Board of Ghent University pertaining to partnership agreements that are negotiated in order to supervise and certificate a doctorate together ('Gezamenlijk doctoraat' / 'Jointly supervised PhD' / 'Cotutelle').

If the education and examination codes of the institutions involved in a joint doctorate contradict each other, departures from the Ghent University regulations are allowed, as stipulated in the partnership agreement. Such departures are not allowed in two cases: an annual progress report always needs to be submitted (cf. article 18 EEC) and the doctoral student is always required to enroll at Ghent University every year (cf. article 19 EEC).

### **General stipulations**

The faculty of Pharmaceutical Sciences clearly aims to promote joint PhD's. It emphasises that a partnership agreement should reflect the equal importance of both (or more) partner institutions and recognises all partners in their fundamental principles on the supervision of PhD research and the doctorate examination principles and procedures. In that respect, the partnership agreement is a negotiated compromise for those aspects of the doctoral process where principles and operationalisation conflict between partner institutions.

The partnership agreement should be drawn up as soon as possible when starting the joint supervision, preferably at the start of the research and in any case no later than one year before the end of the research. It summarises what has been agreed between Ghent University

and one or several other partner institutions on the execution and supervision of the PhD work, and the terms by which the PhD examination process will be conducted in order to certificate a doctorate together.

In any event, the agreement shall be drawn up in mutual consultation following the example of the model agreement provided by one of the partner institutions.

Ghent University can provide a template both for the partnership agreement and for the student-specific agreement. Both models are available in English.

### **Supplementary faculty regulations and procedure**

If one of the partner institutions with which Ghent University would like to conclude an agreement is not located in the Flemish Community, the partner institutions designate a main institution by mutual agreement.

The designation of the main institution can be determined based on one or more of the following elements: a) Funding: the institution that funds (most of) the doctoral research or the institution to which the supervisor belongs under whose authority the application of the external funding occurred; b) Presence: the institution where most of the doctoral research takes place, where the PhD researcher will spend most of his/her working hours; c) Start: the institution where the doctoral research was initiated, where the PhD researcher first registered. If these criteria are not sufficient to distinguish between the participating institutions, other criteria can be used but the main institution will always be designated by mutual agreement.

The public defence takes place at the main institution.

If the regulations of one or some of the partner institutions require a preliminary evaluation prior to the public defence, the agreement shall specify how such a joint evaluation will be organised. If this evaluation is an internal defence, the location of the internal defence shall be mentioned in the agreement.

The joint Examination Board for the doctoral examination shall be an interuniversity board: it shall include members of all partner institutions. Ideally, all partner institutions are equally represented in the Examination Board. It is international and interdisciplinary in nature i.e. at least one of the members is external to all partner institutions involved, and from academia. The composition of the Examination Board shall be ratified by all institutions.

The decisions of the joint Examination Board are recognised by all partner institutions involved.

Whenever Ghent University is the main institution, the doctoral process and examination closely follows the regulations and procedures in use for mono-disciplinary, mono-institutional PhD's as stipulated in the Education and Examination Code for Doctoral Matters and the Supplementary faculty regulations governing the doctorate in the faculty of Pharmaceutical

Sciences (including a first deliberation (internal defence)). The supervisors cannot act as chair and have no right to vote.

Deviations from these regulations need to be negotiated and are an integral part of the partnership agreement.

Whenever Ghent University is not the main institution, the faculty position is based on two principles:

- The faculty has confidence in the main institution and its operating procedures based on the belief that its professorial staff members base their co-operation choices with other partners, on standards of quality.
- For the particular PhD research to be defended, the faculty as a whole desires a standardized involvement in the quality evaluation of the scientific contents to be presented at the first deliberation (internal defence) and/or the public defence.

To that end:

- The faculty of Pharmaceutical Sciences emphasizes that all partner institutions should be nearly equally represented in the Examination Board. In addition, it requires the presence in this Examination Board of one professorial staff member of the faculty of Pharmaceutical Sciences (UGent). The presence of this professorial staff member is regardless of the presence in the Examination Board of one or more of the UGent FFW supervisors. This professorial staff member is affiliated to a different department ('vakgroep') than the one to which the (administrative) FFW supervisor is affiliated to, the latter most likely being the one to which the PhD student has been (officially) affiliated to during the (majority) of the PhD work.

A summary of the doctoral thesis is provided in English and Dutch [and if necessary in an additional language].

### **Final remarks**

- The doctoral student needs to be admitted at all institutions involved (i.e. should enroll at all institutions involved).
- The doctoral student needs to re-enroll each academic year at all institutions involved.
- The doctoral student shall always follow the procedure for the admission to the doctoral examination at the faculty of Pharmaceutical Sciences of Ghent University, regardless of the venue of the defence.

- The composition of the Examination Board shall be ratified by the Faculty Board of the faculty of Pharmaceutical Sciences.

- At all times the Ghent University logo and, if possible, the FFW logo have to figure (in an equally prominent way as the joint institution's logo(s)) on the booklet cover of the doctoral dissertation.

- Ghent University shall always draw up and print a diploma (supplement).

- The doctoral student always needs to pay the Ghent University tuition fee.

### **Transitional measures**

Agreements for joint PhD's with institutions not located in the Flemish Community, formally signed before the official acceptance of this faculty regulation (Faculty board meeting of nov. 15, 2023) are carried out without change, i.e. according to the stipulations in the particular agreement, and consequently based on the faculty regulations valid before nov. 15, 2023. Agreements for joint PhD with institutions not located in the Flemish Community, in the process of negotiation between UGent and (an) external partner(s) (not located in the Flemish Community) can, until Feb. 29, 2024 (as signing date of the agreement), be drawn up following the regulations valid before nov. 15, 2023, as well as the present (new) regulations. From Feb. 29, 2024 (signing date of agreement) onwards, only the regulations as stipulated above are accepted as the basis for an agreement for a joint PhD between UGent and (an) institution(s) not located in the Flemish Community.