

Internal Regulations of the UAB Doctoral School

(Agreement of the Governing Council, 30 January 2013)

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Preamble

Spanish Law 14/2011 of 01 June (2011) on Science, Technology and Innovation introduced a series of legislative changes aimed at promoting research, experimental development and innovation as the elements on which sustainable economic development and social welfare will be established. One of these changes refers to Spanish Organic Law 6/2001 of 21 December (2001), on Universities, through its third final provision, which includes doctoral schools as an integral part of the structure of public universities, in conjunction with schools, faculties, departments, university research institutes and all other centres or structures necessary for the functions of the university to be developed.

In this respect, the establishment of the Doctoral School at the Universitat Autònoma de Barcelona (UAB) is subject to the regulatory framework comprehended within Spanish Royal Decree 99/2011 of 28 January (2011), which regulates official doctoral studies; the agreement of the Board of the Inter-University Council of Catalonia, of 6 October 2011, on doctoral studies and procedures for establishing doctoral schools; the Statutes of the UAB and applicable university regulations. Additionally, Spanish Royal Decree 1791/2010 of 30 December (2010), approving the University Students' Statute, establishes a series of rights and duties for doctoral students, in accordance with Spanish Royal Decree 99/2011, 28 January (2011), which regulates official doctoral teaching, must be contained within and regulated by the UAB Doctoral School Regulations.

Whereas the Governing Council and Board of Trustees on 19 and 29 November 2012 approved, respectively, the establishment of the Doctoral School, these Regulations serve the purpose of superintending the internal regulations of the said Doctoral School, in accordance with both the previously indicated regulations and agreements and with the report submitted for the establishment of the School.

I. Nature, Composition, Structure and Functions

Article 1. Definition

The Doctoral School is a unit created by the UAB, the main objective of which is—within the ambit of its administration—to organise the studies and activities specific to doctorates in one or several areas of knowledge, or of an interdisciplinary character.

Article 2. Purpose

The objective of the Doctoral School is the advanced training of students in research techniques.

Article 3. Legal Status

The UAB Doctoral School is governed by current university legislation, by the UAB Statutes and by its own internal regulations.

Article 4. Members

1. Members of the Doctoral School are:
 - a) Staff forming part of the School's Board of Directors.
 - b) Research staff forming part of doctoral programmes or carrying out doctoral-thesis supervision functions at the UAB.
 - c) Doctoral students enrolled in doctoral studies at the UAB.
 - d) Administrative and service staff (PAS) attached to the Doctoral School.

2. All members of the Doctoral School must undertake to comply with the code of good practice adopted by the Doctoral School.

Article 5. Functions

The functions of the Doctoral School are:

1. To organise doctoral studies at the university and to ensure that these are correctly and efficiently administered.
2. To ensure that doctoral studies follow the UAB's research strategy and, if required, that of the public research bodies and other organizations and institutions involved.
3. To propose to the competent UAB organs the creation, modification and discontinuation of doctoral programmes.
4. To ensure the quality of doctoral programmes.
5. To draw up regulation, guideline and procedural proposals for doctoral studies.
6. To carry out the academic administration of doctoral studies, which includes—among others—those issues relating to student registration; assessment record sheets; custody of transcripts; validations, official recognition, adaptations and equivalences of previously undertaken studies; grants and scholarships, and administrative monitoring of doctoral dissertations, degrees and certificates; and to establish the administrative calendar underpinning doctoral studies.
7. To provide the requisite information to members of the university community regarding the regulations and procedures affecting doctoral studies.
8. To establish procedures for the resolution of conflicts and complaints in the ambit of doctoral studies.
9. To promote synergies among doctoral programmes.
10. To guarantee that information on the availability of doctoral programmes at the UAB is clear and is made public; and to ensure maximum efficiency in the diffusion of this information, endorsing it and promoting its internationalization.
11. To define collaboration policy with other organizations and to draw up the requisite doctoral agreements for approval by the relevant bodies.
12. To provide professional training and guidance for doctoral students and doctorate holders, acting to support their employability and monitoring developments in this ambit.
13. To ensure storage in electronic format of doctoral theses within the university's institutional repositories for theses.
14. To coordinate the range of general or specific activities aimed at the adequate training of doctoral students.
15. To propose the constituent members of the doctoral-thesis examining board to the competent organs, for approval, on the basis of the prior report received from the corresponding academic committee.
16. To provide the delegated committee of the Board of Governors competent in doctoral matters with the relevant documentation and information that the said committee may require from the Doctoral School in accordance with their their powers, and to execute the agreements reached by this said committee.
17. All other functions established by current legislation.

II. Governing Bodies and Other Organs

Article 6. Types

1. Bodies of the Doctoral School are the following:
 - a) The Board of Directors.
 - b) The Board of Directors' Standing Committee.
 - c) Doctoral-programme academic committees.
2. The individual officers of the Doctoral School are the following:
 - a) The Director of the Doctoral School.
 - b) The Academic Secretary of the Doctoral School.
 - c) Doctoral-programme coordinators.
3. The Governing Council's delegated committee competent in doctoral matters carries out its functions through the powers granted to it via the regulations approved by the Governing Council, concerning the delegated committees of this body.

Chapter one. The Board of Directors

Article 7. Nature

The Board of Directors is the collegiate governing body of the Doctoral School; it carries out functions relating to the organisation and management of the School.

Article 8. Composition

1. The Board of Directors consists of the following:
 - a) The Director of the Doctoral School, who chairs the board.
 - b) The Academic Secretary of the Doctoral School, who acts as secretary to the board.
 - c) The head of the administrative and service staff attached to the Doctoral School.
 - d) Coordinators of UAB doctoral programmes and UAB coordinators of interuniversity doctoral programmes.
 - e) Two representatives from partner organisations (research centres or institutes related to doctoral programmes); these representatives are periodically renewed every three years.
 - f) The head of the Doctoral Studies' Technical Unit.
 - g) Four doctoral students who are members of the University Senate (one student in representation of each academic ambit: the experimental sciences and technologies; the health sciences; the social sciences; and the humanities).
2. When choosing the representatives from partner organisations and University Senate doctoral students, both a fixed representative and a substitute must be named.

Article 9. Powers

The Board of Directors' Powers are:

- a) To draw up and approve the Regulations of the Doctoral School, which must be ratified by the Governing Council.
- b) To draw up and approve the code of good practice and the commitment document, which must be ratified by the Governing Council.
- c) To ensure the implementation of the Doctoral School's activity policies.
- d) To draw up proposals for regulations, guidelines and procedures on doctoral studies, in accordance with the regulations of the UAB.
- e) To propose criteria of quality for UAB doctoral programmes and to foster their application.
- f) To create working committees.
- g) To approve the annual report issued by the Doctoral School and present it to the Governing Council.
- h) To assume any other powers conferred upon the School by the Statutes and other applicable regulations.

Article 10. Operation

1. Meetings of the Board of Directors may be ordinary or extraordinary and cannot take place during university vacations.

2. The Board of Directors will hold an ordinary meeting at least once a year; extraordinary meetings will be held when convened by the Director of the School on his or her own initiative or at the request of one third of the members of the Board.

Board meetings shall be convened by the Director of the School. The call-to-meeting notification shall contain an agenda and should be sent to board members not less than ten working days before the date set for the meeting. Documentation relating to items on the agenda must be submitted not less than five working days before the date established.

3. The request to call a meeting by one third of the members of the Board must be directed to the Director of the School and be made in writing, signed by all applicants. This notification must contain a justification for the request and indicate the issues proposed for inclusion on the agenda. The Director of the School must convene the meeting within ten working days following the date of receiving the request.

4. For the Board of Directors to be validly constructed, the Director and Academic Secretary (at least), or their substitutes, must be in attendance, as must half of the Board members at the first call to meeting. In the event of a second call, at least 30% of the Board members are required to be in attendance.

Article 11. Adoption of Agreements and Resolutions

1. Agreements and resolutions may be adopted by assent or through an ordinary or secret vote, in accordance with the following rules:

- a) Those proposals that are unopposed shall be considered approved by assent.
- b) In all other cases, an ordinary vote should then take place. This is carried by show of hands, first by those who approve the proposal; then by those who disapprove; and finally by those who opt to abstain.

c) The vote must be secret in all matters relating to persons; it must also be secret if so decided by the Director, or at the request of 20% of those present.

d) For an agreement to be validly adopted, at least 30% of the members of the Board of Directors must be present, in addition to the Director and Academic Secretary, or their substitutes.

2. In the event of a vote, agreements shall be adopted by simple majority, without prejudice to any specific provisions that may have to be adopted by a qualified majority.

Article 12. The Board of Directors' Standing Committee

1. Members of the Board of Directors' Standing Committee are the following:

a) The Director of the Doctoral School, who chairs the Board.

b) The Secretary of the Doctoral School, who serves as secretary of the Board.

c) The head of the administrative and service staff attached to the Doctoral School.

d) A doctoral-programme coordinator from each academic ambit: the experimental sciences and technologies; the health sciences; the social sciences; and the humanities.

e) A doctoral-programme coordinator from a UAB research institute.

f) The head of the Doctoral Studies' Technical Unit.

g) Two doctoral students who are members of the the University Senate and of the Board of Directors.

2. When electing the doctoral-programme coordinators and University-Senate doctoral students, both a fixed representative and a substitute must be named.

3. The Standing Committee acts by delegation of the Board of Directors and assumes the following responsibilities:

a) To provide the Board of Directors and, if required, other organs with the relevant documents and information that these organs may require, in accordance with their powers, and to execute the resolutions and agreements of the Board.

b) To resolve everyday conflicts and complaints within the ambit of doctoral studies.

c) To assume any other powers that the Board of Directors may delegate to it.

4. The Standing Committee meets in ordinary session at least three times a year, and in extraordinary session when convened by the Director of the School or at the request of one third of the members of the Board.

5. The Standing Committee also meets to discuss those issues that the director considers urgent or exceptional and for which the Board of Directors is unable to meet. In such cases, the resolutions or agreements adopted by the Standing Committee shall be communicated to the members of the Board of Directors, and these said resolutions or agreements must then be ratified at the next ordinary meeting of the Board.

6. The Standing Committee may also act as a consultative and advisory body for the Director of the Doctoral School.

Chapter two. Doctoral Programmes: Academic Committees

Article 13. Nature

The academic committee of each doctoral programme is responsible for defining, updating and assuring the quality and coordination of the doctoral programme in question, as well as overseeing progress in the research and training made available to doctoral students on that programme. It is also responsible for authorising the presentation of each doctoral student's thesis within the corresponding programme.

Article 14. Composition

The academic committee of each doctoral programme consists of PhD holders; researchers from public research institutions and other public or private organisations and institutions involved in R&D may be members.

Designation of members of the academic committees for the diverse doctoral programmes corresponds to the Director of the Doctoral School, and is based on the proposal submitted by the coordinators of each doctoral programme to this effect.

Each academic committee consists of the academic coordinator of the doctoral programme, and at least three PhD holders. It is chaired by the coordinator of the programme and has an academic secretary who is designated by the said committee from among its members.

Members of each academic committee may resign from the committee at their own request or by decision of the Director of the School, following a proposal to this effect submitted by the coordinator of the doctoral programme in question.

Article 15. Functions

The functions of the academic committee of each doctoral programme are as follows:

- a) To promote the quality of doctoral study and to propose appropriate mechanisms for its improvement.
- b) To organise, design and coordinate the training and research activities of their doctoral programme.
- c) To propose the admission of candidates to the programme, to assign a tutor to each doctoral student, and to modify such assignments at any time, provided that a good cause exists for so doing, and having heard the doctoral student's view on this issue.
- d) To establish requirements and additional criteria for selecting and admitting students to the doctoral programme in question.
- e) To assign a thesis supervisor or various thesis co-supervisors to each doctoral student within a maximum period of one month following enrolment onto the doctoral programme, and to modify such assignments at any time, provided that a good cause exists for so doing, and having heard the doctoral student's view on this issue.
- f) To authorize the undertaking of doctoral studies on a part-time basis and to approve any change in the doctoral student's type of PhD study-dedication (part-time/full-time basis).
- g) To decide on the acceptability of temporarily leaving the doctoral programme in question, when this may be requested by the doctoral student, and to establish the conditions for readmission onto the said programme.
- h) To approve and annually evaluate the research plan and activities document of the doctoral student and to authorise, where appropriate, any changes in this said document.

- i) To annually establish the mechanisms for evaluating the doctoral student's training/education, and for assessing the progress of the doctoral thesis, through the monitoring committees deemed necessary for this purpose; to determine the composition of these committees, the monitoring calendar and requirements required of doctoral students; and to archive the documentation relating to this process.
- j) To safeguard the commitment document.
- k) To accept recognition of the research plan pertaining to a doctoral student who has requested a change of doctoral programme.
- l) To propose to the delegated of the Governing Council with responsibility for doctoral matters the non-continuity of doctoral students who have not successfully completed thesis-monitoring requirements or have not submitted themselves to such monitoring.
- m) To submit the requisite documentation and issue the pertinent reports in the ambit of doctoral studies for the delegated committee of the Governing Council with responsibility for doctoral matters.
- n) To authorize periods of study in higher education institutions or research centres of international prestige that allow the student to obtain the international doctoral research component.
- o) To evaluate and approve the doctoral student's thesis project.
- p) To authorise the formal depositing of the doctoral student's thesis.
- q) To authorise the presentation of the doctoral student's thesis.
- r) To authorise an extension of the deposit deadline for the doctoral student's thesis.
- s) To authorise, where appropriate, the student's request to the delegated committee of the Governing Council with responsibility for doctoral matters for exemption from the requirement of depositing the doctoral thesis within a period of two years from admission to the doctoral programme.
- t) To propose the composition of the examining board for the thesis defence (oral presentation of the thesis).
- u) To determine the exceptional circumstances in which certain content within the thesis need not be made public.
- v) To analyse any additional incident that may arise and to propose specific actions relating to this, which the delegated committee Governing Council with responsibility for doctoral matters must then resolve.
- w) To propose the formalisation of agreements for joint supervision.
- x) To propose, for each academic year, the extraordinary awards for doctoral studies, as well as the composition of the jury to decide on such awards.
- y) To assume any other functions established in the current doctoral regulations.

Article 16. Operation

1. Each academic committee of a doctoral programme meets in ordinary session at least once a year and in extraordinary session when convened by the coordinator of the doctoral programme on his or her own initiative or at the request of one third of the committee members.

2. Its operation is governed by the same regulations governing the Board of Directors regarding constitution, voting and the adoption of agreements and resolutions.

Chapter Three. The Director of the Doctoral School

Article 17. Nature

The Director of the Doctoral School carries out the functions of direction and ordinary management and acts in representation of the Doctoral School.

Article 18. Appointment

1. The Director of the UAB Doctoral School is appointed by the rector of the UAB from among the PhD-holding teaching staff having a permanent link with the university and a full-time UAB teaching role, with a minimum of three recognised periods of research activity in accordance with Spanish Royal Decree 1086/1989 of 28 August (1989). In the event that this person occupied a position for which the evaluation criteria herein mentioned is not applicable, he or she needs to have provided evidence of merits comparable to those indicated.

2. The Director of the UAB Doctoral School may cease to hold office at his or her own request or by decision of the rector of the UAB.

Article 19. Terms of Office or Replacement

1. The Terms of Office for the Director of the Doctoral School is three years, renewable for one additional consecutive period only.

2. In the event of absence or illness, the Director of the Doctoral School will be substituted by whosoever shall be designated by the rector of the UAB. The situation of absence must be communicated to the members of the Board of Directors.

Article 20. Functions

The functions of the Director of the Doctoral School are as follows:

- a) To represent the Doctoral School and to act on its behalf.
- b) To direct and coordinate the activities of the Doctoral School.
- c) To prepare an annual report on the situation of the Doctoral School and to present this to the Doctoral School's Board of Directors for approval.
- d) To ensure that the Doctoral School's human and material resources are adequate for developing the activities corresponding to it in an effective manner.
- e) To appoint the members of the doctoral programmes' academic committees, in accordance with proposals received from the programme coordinators.
- f) All those functions not expressly assigned in these regulations to other organs of the Doctoral School, and all those that may be delegated to the Director.

Chapter Four. The Academic Secretary of the Doctoral School

Article 21. Nature

The Academic Secretary of the Doctoral School is the formal attestor to the acts and agreements proceeding from the organs of the School and, as such, records minutes of meetings and and safeguards the School's documentation.

Article 22. Appointment

1. The Academic Secretary of the Doctoral School, who also occupies this position for the Board of Directors, is proposed by the Director of the Doctoral School and appointed by the rector. The said Academic Secretary should be a PhD-holding member of the university's teaching and research staff with permanent links to the university, and should meet at least the requirements set out for a programme coordinator in accordance with Spanish Royal Decree 99/2011 of 28 January (2011), which regulates official doctorate teaching.

2. The Academic Secretary of the Doctoral School may cease to hold office at his or her own request or by decision of the rector of the UAB on the basis of the proposal submitted by the director of the School to this effect.

Article 23. Terms of office

The Term of Office for the Academic Secretary is three years, renewable for one additional consecutive period only.

Article 24. Functions

1. The Academic Secretary of the Doctoral School carries out the functions of ordinary management of the Doctoral School in conjunction with the School's Director, in addition to all those functions that the Director may delegate to him or her.

2. The Academic Secretary of the Doctoral School resolves issues associated with the academic administration of doctoral studies and is the person of reference for the coordination of doctoral programmes.

Chapter Five. Doctoral Programmes: Coordinators

Article 25. Nature

The Coordinator of each Doctoral Programme is responsible for the direction and administration of the doctoral programme in question.

Article 26. Appointment

Doctoral-Programme Coordinators are proposed by the Director of the Doctoral School and are appointed by the rector of the university or by an agreement between rectors in the case of joint programmes, or as indicated in agreement documents with other institutions when a doctorate is carried out in collaboration. This position must be assigned to in a researcher of relevance, whose excellence must be endorsed by meeting two conditions: having previously supervised at least two doctoral theses; and having undertaken at least two periods of research recognised in accordance with the provisions of Spanish Royal Decree 1086/1989 of 28 August (1989), concerning the remuneration of university teachers. In the event that this researcher occupies a position for which the evaluation criteria herein mentioned is not applicable, he or she needs to provide evidence of merits comparable to those indicated.

Article 27. Terms of Office

The Term of Office is three years, renewable for one additional consecutive period only.

Article 28. Functions

The functions of a Doctoral-Programme Coordinator are as follows:

- a) To preside over and coordinate the academic committee of their specific doctoral programme.
- b) To guide and advise doctoral candidates on determining a thesis director.
- c) To ensure updating of the information on regulations specific to their doctoral programme.
- d) To ensure safe-keeping of the minutes of doctoral-committee meetings and related documentation.
- e) To inform the Doctoral School of incidents that may affect doctoral students and their doctoral theses.
- f) To promulgate the Doctoral School's code of good practice and to ensure its compliance.
- g) To sign the doctoral student's commitment document on behalf of the university.

III. Rights and Duties of Doctoral Students, Thesis Tutors and Thesis Supervisors

Chapter I. Rights and Duties of the Doctoral Student

Article 29. Rights of the Doctoral Student

1. Doctoral students enrolled in any of the doctoral programmes at the UAB have all the rights, individual or collective, that are recognised in general law, within the Spanish autonomous communities' own regulations, and within the Statutes of the University and its internal regulations.

2. Doctoral students have the following specific rights:

- a) To receive training in research of a high quality that promotes academic excellence and respects social equity and responsibility.
- b) To have a tutor to guide their training and education process, and a supervisor (and, if applicable, a co-supervisor) with accredited research experience, to oversee the writing of the thesis.
- c) To have their integration into the research groups and networks of the university's postgraduate programmes duly forwarded and fostered.
- d) To be duly apprised of professional development in research and of the fact that the university promotes opportunities for the development of research careers through its programmes.
- e) To participate in programmes and calls for funding pertaining both to research training and national and international mobility.
- f) To benefit from the recognition and protection of intellectual property deriving from the results of the doctoral thesis and previous research work within the terms established by current legislation on such questions.
- g) To be duly considered as trainee researchers, with respect to rights of representation on the governing bodies of universities, in accordance with current legislation on science and research.
- h) To participate in the monitoring of doctoral programmes and in institutional assessment processes, in accordance with the terms established by current legislation.

Article 30. Obligations of the Doctoral Student

The responsibilities of doctoral students are as follows:

- a) To commit themselves to developing their doctoral studies within the framework of applicable regulations and in accordance with the undertakings deriving from this document.
- b) To sign the commitment and activities documents pertaining to the doctoral student.
- c) To review and sign the research plan.
- d) To regularly report to the thesis supervisor on the evolution of their work, on the results obtained and on the problems that may have arisen when developing this work; and to commit themselves to giving attention to any comments made by the thesis supervisor.
- e) To present the thesis supervisor with work carried out in the format and according to the frequency previously agreed. This agreed frequency must take into account all possible holidays in the academic calendar.
- f) To comply with ambit-specific and cross-ambit training activities programmed within in doctoral studies, and with other activities agreed with the thesis supervisor.
- g) To consult the thesis supervisor before undertaking any additional activity in the university, in order to jointly to assess the possible impact of this on dedication to the doctoral thesis.
- h) To comply annually with the requirements established by the monitoring committee with respect to training and to the progress of the thesis.
- i) To present a copy of the thesis to the thesis supervisor reasonably in advance of the date agreed for its formal deposit, in order for a final review to be carried out.
- j) To pay the annual academic and administrative fees, and and those relating to the thesis defence and issuance of the degree.
- k) To fulfil safety requirements at work, or any other specific condition applicable in the place where research is undertaken.
- l) To comply with the ethical standards and regulations established by the university.

Chapter II. Rights and Duties of the Thesis Supervisor

Article 31. Rights of the Thesis Supervisor

1. The thesis supervisor is holds maximum responsibility for overseeing and fostering the overall training and research work carried out by the doctoral student. The work of the thesis supervisor should be recognised as part of the teaching and research dedication corresponding to faculty-teaching staff, in accordance with the current regulations of the UAB.

2. A thesis supervisor may waive supervision of the thesis provided that justified reasons are presented for doing so.

Article 32. Obligations of the Thesis Supervisor

The responsibilities of the thesis supervisor are as follows:

- a) To ensure that the thesis project is of research-training value, is original and innovative and is feasible within the deadlines established in the regulations, and is consistent with the research group or line of research of which it forms part.

- b) To decide the level of supervision applied to the research work, and to plan regular meetings with the doctoral student. The supervisor shall establish documentary evidence for each meeting (written communications, messages, minutes, hand-written notes, etc.) in order to demonstrate the frequency of meetings.
- c) To advise the doctoral student in his or her research in general and in the preparation of the thesis in particular.
- d) To inform the doctoral student of the most suitable training activities for their research when the doctoral programme foresees such activities and to sign the corresponding document.
- e) To facilitate the student's participation in certain ambit-specific and cross-ambit training activities within the doctoral programme, in accordance with the provisions of the commitment document.
- f) To sign the commitment and activities documents pertaining to the doctoral student.
- g) To assist the doctoral student in defining his or her doctoral-research project, which will eventually culminate in a doctoral thesis.
- h) To review and sign the research plan.
- i) To commit themselves to regularly monitoring, with an agreed frequency, the doctoral student's research plan, guiding and focusing the project as it develops.
- j) To ensure that the doctoral student takes the initiative and gains autonomy throughout the project.
- k) To assist the doctoral student in solving various issues related to research and to establish the specific details of this, as well as the required means, and—if necessary—the experimental design required for this.
- l) To inform the doctoral student of all means of support offered to doctoral students by the university and that are important in developing research, and to facilitate the student's access to these said means.
- m) To prepare the required reports for the monitoring committee.
- n) To read, edit and comment on the thesis manuscript before the agreed date for its formal deposit, provided that the doctoral student has submitted a copy of the thesis to the supervisor reasonably in advance of the said date.
- o) To ensure that the doctoral student is aware of the academic and administrative requirements for the evaluation and defence of the thesis, as well as the time limits corresponding to the whole process.
- p) To inform the doctoral student of safety standards at work, and in particular of those issues related to the rules of the departments, centres and institutes in which the student's work may be developed, as well as standards and issues relating to equipment (where relevant).
- q) To inform the doctoral student of any ethical regulation or consideration that may be related to their research.

Chapter III. Rights and Duties of the Thesis Tutor

Article 33. Rights of the Thesis Tutor

1. The thesis tutor facilitates and ensures the interaction between the doctoral student and the academic committee of the doctoral programme; their work should be recognised as part of the teaching and research dedication corresponding to faculty-teaching staff, in accordance with the current regulations of the UAB.
2. A thesis tutor may waive supervision of the thesis tutorship provided that justified reasons are presented for doing so.

Article 34. Obligations of the Thesis Tutor

The responsibilities of the thesis tutor are as follows:

- a) To ensure coherence between the work of the doctoral student, the thesis supervisor and the research group.
- b) To ensure interaction between the doctoral student and the academic committee of the doctoral programme.
- c) To ensure that the doctoral student's training and research activities are adequate with respect to the principles of both the programme in question and of the Doctoral School.
- d) To sign the commitment and activities documents pertaining to the doctoral student.
- e) To review and endorse the research plan, with full and due authorisation.
- f) To prepare the required reports for the monitoring committee.

Title IV. Regulations Amendment

Article 35. Initiative

1. The initiative to amend the Regulation of the Doctoral School corresponds to the Director of the School or one quarter of the members of the Board of Directors.
2. The proposal must be accompanied by a reasoned report, reference to the article that is the object of the proposed amendment, and the new text proposed for that purpose.

Article 36. Procedure

1. The text of the proposed amendment must be submitted to the members of the Board of Directors at least fifteen working days in advance of voting.
2. The Board of Directors must approve the proposal to amend the regulations at a meeting in extraordinary session. This approval shall require a vote in favour by the majority of the Board members present.
3. Once the amendment to the Regulations has been approved, this must then be submitted to the Governing Council for ratification.

Final Provision

These regulations shall come into effect on the day following their approval.