



rules conferring a doctorate.

- f* It defines the budget and is responsible for the financial affairs of the GCB.
- g* It performs all other tasks which are not assigned to another organisational unit.

<sup>7</sup> The PhD Committee can issue the rules of procedure for the GCB.

EXPERT  
COMMITTEES

**Art. 5** <sup>1</sup> The Expert Committees are subject-specific councils to provide evaluation and support for doctoral candidates. The number of Expert Committees and their orientations are aligned with the project orientations of the registered doctoral candidates.

<sup>2</sup> Each Expert Committee is made up of at least one member of the PhD Committee, the Programme Coordinator and further lecturers from the faculties involved. Each Expert Committee is made up of at least five members, of whom at least one person is a member of the Faculty Committee of one of the faculties involved. The Expert Committee constitutes itself.

<sup>3</sup> The members of the Expert Committees are elected by the PhD Committee. The period of office is four years. They can be reappointed.

<sup>4</sup> The Expert Committees have the following tasks:

- a* Evaluation of candidates when they start the programme,
- b* Advice to the doctoral candidates while they are writing their dissertation,
- c* Appraisal of the annual reports of the doctoral candidates,
- d* Recommendations to the PhD Committee in respect of an appropriate range of courses in the relevant subject area,
- e* Definition of the courses required for the basic training,
- f* Further tasks assigned by the PhD Committee.

THE PROGRAMME  
COORDINATOR

**Art. 6** <sup>1</sup> The Programme Coordinator is appointed by the University Board of Directors in response to a joint application by the faculties involved.

<sup>2</sup> The Programme Coordinator has the following tasks:

- a* Management of the GCB secretariat,
- b* Formation of the budget and submission to the PhD Committee,
- c* Coordination of all activities of the GCB,
- d* Administration of the participants,
- e* Reception of applications,
- f* Allocation of the candidates to an Expert Committee which is appropriate for the project,
- g* Attendance on all Expert Committees,
- h* Convening of all Committee meetings and production of minutes for the meetings,
- i* Organisation of a point of contact and information,
- j* Support for the website,
- k* Further tasks assigned by the PhD Committee.

ADMINISTRATIVE  
ASSIGNMENT AND  
FUNCTIONAL AREA

**Art. 7** <sup>1</sup> The GCB is assigned administratively to the Faculty of Medicine.

<sup>2</sup> The Faculty of Medicine operates a separate cost centre for the GCB.

PHD STUDY  
PROGRAMME

**Art. 8** The PhD study programme, in other words the admission, training, support and the award of the academic title, is governed by the Rules for conferring a doctorate.

BUDGET FOR THE  
GCB

**Art. 9** The budget is formed by the Programme Coordinator and submitted to the PhD Committee for a decision.

EMPLOYMENT OF THE DOCTORAL CANDIDATES	<b>Art. 10</b> Doctoral candidates are employed in accordance with the regulations of university and human resources legislation.
CHANGES TO THE ORGANISATIONAL RULES	<b>Art. 11</b> Changes to the organisational rules are subject to approval by the University Board of Directors. Changes to the appendix are an exception to this, and lie within the authority of the PhD Committee.
ENTRY INTO FORCE	<b>Art. 12</b> These organisational rules enter into force on 1 July 2011.

Bern, 3 June 2011

On behalf of the Faculty of  
Science

Dean

Prof. Dr. Silvio Decurtins

Bern, 5 May 11

On behalf of the Faculty of  
Medicine

Dean

Prof. Dr. Peter Eggli

Bern, 10 May 11

On behalf of the Bern  
Vetsuisse Faculty

Dean

Prof. Dr. Andreas Zurbriggen

*Approved by the University Board of Directors:*

Bern, 31 May 2011

Rector

Prof. Dr. Urs Würgler

## GCB Organization Chart

**Faculties**

- Faculty of Medicine (Med)
- Faculty of Science (Sci)
- Vetsuisse Faculties  
Bern (Vet BE) & Zurich (Vet ZH)

**PhD Committee**

Oliver Mühlemann (Sci), President  
Rupert Bruckmaier (Vet BE)  
Torsten Ochsenreiter (Sci)  
Petra Roosje (Vet BE)  
Frank Stüber (Med)  
Mario Tschan (Med)  
Marlene Wolf (Coordinator)

**Administration**

Marlene Wolf, Coordinator  
Alexandra de Peyer, Secretary  
Edith Imthurn, Secretary  
Maude Waleffe, Office Assistant

