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International Science Programme
(ISP)

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INSTRUCTION

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Draft translation

Instruction for the International Science Programme at Uppsala University (ISP)

This instruction is decided by the Vice Chancellor 2016-03-22 and replaces the earlier instruction given 2010-01-12 (UFV 2010/1).

ISP was established by the Vice Chancellor 1 September 1961 and is placed at the Faculty of Science and Technology at Uppsala University.

ISP's operation is regulated by the Ordinance UHÄ-FS 1988:18.

This instruction may be revised by the Vice Chancellor upon request by the Faculty Board (Executive Committee).

Objective of the activities

The task of ISP is to initiate and support long term cooperation in the field of scientific research between foremost Swedish institutions and institutions in developing countries. The objective shall be to build scientific research capacity, in different research programs, at universities and scientific research institutions. ISP shall also promote regional cooperation between developing countries within the scientific field of each research program.

Organisation

ISP is managed by a Head and governed by a Board.

Board

The Board is appointed by the Vice Chancellor in consultation with the Swedish International Development Cooperation Agency (Sida). The Board consists of:

- the Uppsala University Vice Chancellor or whoever the Vice Chancellor assigns, also Chairperson,
- the University Director or another member of the university administrative leadership, as proposed by the Head of ISP,
- a member from an international organisation, active in a field relevant to ISP, nominated by the Faculty Board,
- three members who are scientists at Uppsala University, of which at least two in fields of science of direct relevance for the program, nominated by the Faculty Board,
- three members from other institutions of higher education, in fields of science of relevance to the program, nominated by the Faculty Board in consultation with the concerned institutions,



- one representative for the developing countries, nominated by the Board of ISP,
- one member with considerable experience of work outside the academic sphere, of relevance to the program, nominated by the Board of ISP,
- one representative of the students appointed by the student unions together,
- three deputy members representing different scientific disciplines within ISP, being common deputies for scientific members from Uppsala University and from other institutions of higher education, nominated by the Faculty Board.

The Board elects Vice Chairperson among its members. The Board constitutes a quorum when the Chairperson or Vice Chairperson and at least half of the other Board members are present. The Head of ISP has the right to attend and to express an opinion, and has the main reporting responsibility to the Board.

The term of the Board is three years, with an option for extension, with the exception of the representative for the student unions, who is appointed for one year at the time, with an option for extension. Should a Board member resign during the term a new member shall be appointed for the rest of the period.

Besides these Board members, the personnel organisations together have the right to appoint a representative with the right to attend and to express an opinion.

The Board shall convene at least once a year and shall decide on:

- general guidelines for the activities,
- the Rules of Procedure for ISP,
- funding proposals, activity plan and budget,
- which countries cooperation within the program is to embrace,
- appointment of members of the Executive Committee (EC),
- other matters that the EC leaves to the Board to decide.

The Board shall keep well informed about the activities of the program and carry out any follow up considered to be required. The Board shall also follow the financial results of the activities.

The Board provides the Rules of Procedures and any additional guidelines to the operation of the program that is considered necessary. The Board may constitute and decide on additional reference and working groups as considered to be required to fulfill its duties.



Head

The Head of ISP is appointed for a term of three years, with an option for extension, by the Vice Rector for the Faculty of Science and Technology, in consultation with the Board.

The task of the Head of ISP is to lead and develop the activities, be reporting to the Board and prepare matters to be considered by the Board, be a link to stakeholders and the Faculty, as well as work for the addition of new activities.

Program Directors

Each scientific program established at ISP shall have a Program Director. A Program Director is appointed by the Vice Rector of the Faculty of Science and Technology following proposal by the Head of ISP. The Program Directors shall be reporting to the Board in matters concerning their respective programs.

Office

The programs shall have a common administrative office, responsible for administrative and technical service.