



REGULATION FOR THE PROGRAMME COMMITTEE

Article 1 - Definition of terms

In this regulation the following terms should be understood to have the meaning indicated:

1. **TUK:** Theological University of Kampen
2. **PC:** the Programme Committee of the TUK as referred to in Article 9.18 of the Act (WHW)
3. **The Act:** The Higher Education and Research Act [WHW: *Wet op Hoger onderwijs en Wetenschappelijk onderzoek*].
4. **BoD:** the Board of Directors.

Article 2 - Position within the TUK

1. The TUK has one Programme Committee, which serves both the bachelor and the master programmes.
2. The committee is an advisory body for the benefit of the Board of Directors.

Article 3 - Duties and competences

1. The Programme Committee has the following duties (9.18 of the Act):
 - a. Providing recommendations regarding the standard of education;
 - b. Providing recommendations with regard to the Education and Examination Regulation (OER);
 - c. Making an annual assessment of the manner of implementation of the Education and Examination Regulation (OER);
 - d. Advising the BoD, solicited or unsolicited, on all matters concerning the education.
2. Apart from these duties by law, the BoD has awarded the Programme Committee the following tasks:
 - a. Acting as a sounding board for all educational and education-related questions;
 - b. Giving solicited and unsolicited advice on all educational and education-related matters.
3. The Programme Committee sends its recommendations to the BoD. The BoD sends the recommendations, as referred to in 1.b and 1.d, for approval or for recommendation to the University Representative Council or the staff meeting.

Article 4 - Composition

1. The members of the Programme Committee are appointed by the BoD.
2. The Programme Committee consists of three educational staff members from the Bachelor Programme, two students from the Master of Theology (Ministry) Programme, one student from the Master of Theology (General) Programme and the programme coordinator.
3. The BoD appoints one of the educational staff members as chair of the Programme Committee.
4. A student member is appointed by the Programme Committee as secretary.
5. Members of the University Representative Council and the BoD are excluded from membership of the Programme Committee. The rector, member of the BoD, may attend the meetings of the Programme Committee.
6. The Programme Committee may involve other staff members as consultant and request that they attend the meetings.

Article 5 - Appointment and terms of session

1. To be appointed as member of the Programme Committee, aptitude and affinity with the Programme Committee are necessary. This is for the assessment of the BoD and/or the Programme Committee.
2. Educational staff members are appointed for a term of 4 years.
3. Students are, in principle, appointed for their whole bachelor and/or master's study (up to a maximum of 7 years).
4. A bachelor student is appointed to fill the vacancy of a bachelor student member. A master's student is appointed to fill the vacancy of a master's student member. A balance between the number of bachelor and master's students is pursued.

Article 6 - The work procedure of the PC

1. The Programme Committee convenes, in principle, 6 times a year and furthermore as often as the chair or at least two members of the PC consider desirable.
2. The programme coordinator establishes the concept agenda in collaboration with the chair. A copy of the agenda will be transmitted to all members of the PC a week in advance.
3. The agenda and the meetings of the Programme Committee are, in principle, public, unless the PC decides on a closed convention.
4. The secretary composes a report of the Programme Committee meeting. The report is determined in the following meeting.

Article 7 – Final provisions

1. The chair ensures that this regulation is observed.
2. This decision is cited as 'Regulation Programme Committee.'

Thus determined by the college of BoD on 11-07-2012.

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