



**REPORT**

**on the creation of the**

**DOCTORAL SCHOOL**

**of the Miguel Hernández University of Elche**

**Elche, September 2021**

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## 1 PREAMBLE

Today's society is going through major changes that affect all areas, including production and financial models. Society also expects the educational systems to train individuals who are ready to face these changes and respond to economic challenges.

The goal that the Lisbon Strategy set for Europe was to create a more prosperous, dynamic and competitive economy that can grow sustainably, with more and better jobs and greater social cohesion. The European Union itself says that reaching this goal requires a global strategy focused on creating a society and **knowledge-driven economy** based on research and development.

Furthermore, the Europe 2020 Strategy suggests that the European Union's growth should be intelligent (by developing knowledge and innovation), sustainable (based on an economy that is greener, more efficient in managing resources and more competitive) and inclusive (focused on strengthening employment and social and territorial cohesion). Therefore, **reaching this intelligent, sustainable and inclusive growth requires knowledge and innovation.**

In order to create a society and economy based on knowledge and innovation, the European Union has drawn up a strategy with two pillars, which intend to be clear commitments to education, research, training and innovation. These basic pillars are the European Higher Education Area and the European Research Area.

The addition of Spain to the European Higher Education Area has led to a vast transformation of the Spanish university system. The first years of integration focused on

developing bachelor's degrees and master's degrees. However, since the Berlin Communiqué of 2003, the European ministers in charge of higher education made progress in developing the aspects that should define a doctoral programme.

The European Research Area was created with the aim (among others) to create a unified European area where researchers can move freely, and which should welcome national and regional programmes in order to achieve the best possible research throughout Europe. The European Research Area also intends to guarantee **the quality of doctoral training**, attractive working conditions and a balance between women and men in research careers.

The Lisbon Strategy defines **doctoral studies as the base of the triangle of knowledge comprised by education, research and innovation**. The need to produce trained researchers aligned with the principles of the European Education Area to nourish the European Research Area makes doctoral studies the bridge that connects these two pillars, which were created by the European Union to achieve their goals in sensitive areas such as the economy, sustainability and social justice.

Since the foundation of the UMH, its educational offer of doctoral studies has been defined by regulated doctoral programmes and Royal Decrees 99/2011, 778/1998, 56/2005 and 1393/2007. Most noteworthy are the quality awards obtained by three programmes regulated by Royal Decree 778/998 (Bioengineering, Molecular and Cellular Biology, and Neurosciences), and the excellence awards obtained by three programmes regulated by Royal Decree 1393/2007 (Molecular and Cellular Biology, Neurosciences and Public Health). These four programmes are still on offer through Royal Decree 99/2011.

The doctoral training offer at the Miguel Hernández University of Elche (UMH) currently has 13 verified doctoral programmes that belong to all branches of knowledge. According to the Spanish central repository of doctoral theses (TESEO), the number of theses defended at the UMH since its creation until writing this report (4 May 2021) is 1,875. Furthermore, in the 2020-2021 school year, the UMH has 692 doctoral students (353 women and 339 men, which shows a balance between women and men pursuing careers in research). In light of the considerations stated on the social relevance of training researchers, the doctoral training offer of the UMH, its experience in training new doctors and the current number of doctoral students, **the UMH proposes creating a multidisciplinary Doctoral School that encompasses its entire training offer.** Doing so would allow the UMH to:

- Boost the excellence and internationalisation of its doctoral programmes.
- Improve its doctoral training offer, especially in transversal skills.
- Improve the high-quality scientific productivity in doctoral theses.
- Establish transversal strategic actions to improve the facilities and equipment, knowledge organisation and management, and cooperation with the socioeconomic environment in the context of the doctorate.
- Create a centralised structure to optimise the human resources involved in managing administrative, economic, training and graduate-monitoring aspects, among others.
- Centralise all matters connected to doctoral studies in a single academic-administrative body with a joint organisation.

## 2 LEGAL FRAMEWORK

The legal framework that regulates the proposal to create the Doctoral School of the UMH is comprised by the following legislative body:

- Organic Law 6/2001, of 21 December, on universities.
- Royal Decree 99/2011, of 28 January, which regulates official doctoral lessons, and its subsequent amendments.
- Decree 159/2012, of 11 October, of the Council of the Valencia Regional Government, which regulates doctoral schools.
- Decree 208/2004, of 8 October, of the Council of the Valencia Regional Government, which approves the Statutes of the Miguel Hernández University of Elche.

## 2.1 Organic Law 6/2001, on universities

Article 7.1 of Organic Law 6/2001 establishes that public universities will be comprised by Schools, Faculties, Departments, University Research Institutes and any other centres or structures required to perform its duties. Article 8.4 of this law says that:

*“doctoral schools are units created by one or several universities, by themselves or in collaboration with other bodies, centres, institutions and entities with R&D activities, both national or foreign, whose main goal is to manage, within its scope of management, doctorates from one or several branches of knowledge, or of an interdisciplinary nature.*

***Universities may create doctoral schools pursuant to their own regulations and those of the relevant Autonomous Community. Its creation must be notified to the Ministry of Education, so it may be added to the Register of Universities, Centres and Titles.”***

## 2.2 Royal Decree 99/2011, which regulates official doctoral lessons

Article 9 of Royal Decree 99/2011, of 28 January, which regulates official doctoral lessons, considers the possibility that universities may create Doctoral Schools to manage doctoral lessons and activities. Its Article 9.1 says, like the abovementioned article from Organic Law 6/2001 of universities, that the creation of the Doctoral School shall be notified to the Ministry of Education through the Directorate-General for University Policy, so that it may be added to the Register of Universities, Centres and Titles (RUCT).

## 2.3 Decree 159/2012, which regulates doctoral schools

This decree implements Royal Decree 99/2011 in the Valencian Community regarding doctoral schools, whose main goal is to manage doctoral lessons and activities. Article 1.1 of Decree 159/2012 says that *“the creation of doctoral schools by universities in the Valencian University System must be approved by the Council, on the motion of the university’s Governing Board, after obtaining a favourable report from its social council”*.

This Report on the creation of the Doctoral School of the UMH has, in line with Article 3 of Decree 159/2012, the following sections:

- Name and location.
- Doctoral programmes it will manage.
- Other available activities on research training.
- Organisational structure, which will define the Board of Directors.
- Proposal of internal regulations, including, among other matters, the rights and duties of doctoral candidates.
- A proposed code of good practice.

- List of human means, materials and facilities where the school will be located.
- Economic report.
- Mechanisms to assess and monitor doctoral students and to control the quality of doctoral theses.

#### **2.4 Decree 208/2004, of 8 October, of the Council of the Valencia Regional Government, which approves the Statutes of the Miguel Hernández University of Elche.**

Article 8 of the Statutes establishes that the UMH is comprised by Faculties, Schools, Departments, University Research Institutes and any other centres or structures required to perform its duties.

By virtue of the above, **this report represents the proposal to create the Doctoral School of the Miguel Hernández University of Elche.** After being revealed and discussed by the staff involved in the university community, it was approved by the Governing Board in their ordinary session on X Y 2021 and favourably addressed by the Social Council in their ordinary session on X Y 2021, and will be submitted to the Valencia Regional Government's Council for its approval.

### **3 NAME AND LOCATION**

The Doctoral School proposed will be called **Doctoral School of the Miguel Hernández University of Elche (EDUMH).**

The EDUMH will be located in the university's campus in the town of Elche (Avenida de la Universidad s/n, 03202-Elche), specifically in the **Edificio Valona** building. However, where applicable, the UMH may assign to the EDUMH additional facilities of this or any other building of its five campuses in Elche, Sant Joan d'Alacant, Orihuela (Salesas and Desamparados) and Altea.



## 4 DOCTORAL PROGRAMMES IT WILL MANAGE AND ACADEMIC PROJECT

### 4.1 Doctoral programmes the EDUMH will manage

The EDUMH will manage the Doctoral Programmes that currently comprise the doctoral training offer of the UMH. Said training offer is comprised by 13 Doctoral Programmes, one of them being of an inter-university nature. They were all verified by the University Council and authorised by the Valencia Regional Government's Council in 2013. Twelve of them renewed their certification in 2019 (the re-certification of the 13th Doctoral Programme is planned for 2021). Table 1 summarises the main features of each active Doctoral Programme, which will comprise the training offer of the EDUMH. Any other doctoral programme taught at the UMH in the future will also be assigned to the EDUMH.

**Table 1: Main features of the Doctoral Programmes that will comprise the initial training offer of the Doctoral School of the UMH.** Data obtained from the doctoral student-monitoring procedures on 4 May 2021. \* = Data from all the universities that participate in the programme.

Programme	Other participating universities	THESIS			Total	New students school year 2020-2021
		Ongoing	Completed	Pending defence		
Bioengineering		51	19	3	73	13
Molecular and Cellular Biology		34	18	2	54	9
Social and Legal Sciences		43	9	2	54	9
Criminology*	University of Granada University of Murcia	83	9	1	93	20
Sport and Health		68	18	2	88	18



Economics*	University of Alicante University of Murcia National University of Distance Education Polytechnic University of Cartagena	79	8	1	13	5
Statistics, Optimisation and Applied		36	3	0	39	10
Historical and Social Studies on Science, Medicine and Scientific Dissemination*	University of Valencia (Estudi General) University of Alicante	41	9	2	52	4
Environment and Sustainability		29	2	1	32	8
Neurosciences		93	41	1	135	19
Agricultural, Environmental and Dietary Resources and Technologies		65	32	4	101	12
Public Health, Medical and Surgical Sciences		142	47	0	189	30
Industrial and Telecommunicati on Technologies		51	22	4	77	4

#### **4.2 Academic project of the Doctoral School of the Miguel Hernández University of Elche**

The EDUMH will coordinate the lessons and activities of the doctoral programmes of the UMH. The academic project will have the following guidelines:

- Specialised training, defined in the doctoral programmes assigned to the EDUMH.
- Transversal training that allows doctoral students to acquire a global vision of the aspects that facilitate their labour insertion.
- Organising an annual conference with doctoral students.

The academic project of the EDUMH requires that people who wish to direct a doctoral thesis meet some minimum requirements. These are related to completing a number of periods of research or transfer, or to the number of articles published or theses directed. These requirements are laid out in Articles 12.1 and 12.2 of the current Regulations for Doctoral Studies of the UMH (see the Annex I attached to this report).

## **5 OTHER AVAILABLE ACTIVITIES ON RESEARCH TRAINING**

As well as the specific training for each Doctoral Programme that will be assigned to the EDUMH, the School will design a catalogue of training activities in transversal skills to improve the current training offer in said skills. In February 2021, the UMH held the first edition of a conference for doctoral students. The EDUMH will take on the organisation for said conference in the future, to make it an annual event.

## 5.1 Training offer in transversal skills

### *Current situation*

The Regulations for Doctoral Studies of the UMH, approved by the Governing Board on 29 May 2020, says that students accepted to a Doctoral Programme must prove, before enrolling, completion of at least 6 ECTS of interdisciplinary training with the following characteristics (Article 5.2):

- Fundamental characteristics of the process of scientific production and dissemination.
- Systems for recovering information.
- Evaluating research work.
- Measuring the quality of scientific activity.
- Ethics in research activity.
- Funding research.
- Preparing research projects.
- Professional career in research.

This interdisciplinary training must be studied by all students who have not previously looked into the basics of scientific research, its funding and development. However, students who prove they have studied and passed these training activities in any official university master's degree focused on research, may directly enrol in the Doctoral Programme they were accepted to.

The training programme of these additional requirements has two paths. Firstly, students study a common path. Then, each student follows the specific path that includes their doctoral programme. This can be Health Sciences (Doctoral Programmes in Neurosciences, Public Health, Medical and Surgical

Sciences and Sport and Health), Science and Technology (Doctoral Programmes in Bioengineering, Molecular and Cellular Biology, Statistics, Optimisation and Applied Mathematics, Agricultural, Environmental and Dietary Resources and Technologies, Industrial and Telecommunication Technologies, and Environment and Sustainability) or Social Sciences and Humanities (Doctoral Programmes in Historical and Social Studies on Science, Medicine and Scientific Dissemination, Social and Legal Sciences, Criminology and Economics).

These access requirements teach students relevant aspects for having a career in research from a multidisciplinary viewpoint and through the use of essential tools for their scientific and human training. In this sense, they touch on basic aspects that allow students to begin their research work, such as using different sources of information, producing articles and scientific presentations, aspects about intellectual property and ethics, sources of funding for research, equality policies in research plans and online resources to share and disseminate research.

The verification report of the Doctoral Programme in Social and Legal Sciences includes transversal training within the programme itself and not prior to enrolment, unlike the other 12 programmes that will fall within the EDUMH. After creating the EDUMH, the Programme in Social and Legal Sciences will continue offering the following transversal training:

- Workshop on Dissemination in Social and Legal Sciences.
- Workshop on Producing Scientific Papers.
- Bases of Scientific Research, Research Activity and its Funding.
- Seminar on Progress in Research.
- Scientific Forum.

### *Evolution of the complementary transversal training*

In order to make careers in research a sustainable occupation and to favour employability and the interests of its professionals in the long term, the EDUMH intends to adapt its training offer in transversal skills to the suggestions included in the *“Report on training in transversal skills during doctoral studies in Valencian universities”* produced in December 2020 by RUVID and consultancy firm Carreras Científicas Alternativas. In this sense, for example, the report produced by the European Council of Doctoral Candidates and Junior Researchers (Eurodoc) entitled [Identifying Transferable Skills and Competences to Enhance Early-Career Researchers Employability and Competitiveness](#) says that doctoral students should be trained in mobility, business knowledge, teaching and supervising, interpersonal skills, cognitive skills, communication and professional development.

Creating the EDUMH will make it possible to update, improve, boost and expand the current training offer in transversal skills. The EDUMH will create a catalogue of multidisciplinary transversal activities broad enough to allow students to acquire the minimum training required by the Regulations for Doctoral Studies of the UMH so they can access a Doctoral Programme. They will also be able to acquire other skills to improve their insertion in a labour market that is increasingly demanding, global and interdisciplinary. Some of these skills are:

- Intercultural awareness/communication (cross-sectional awareness/experience, communication skills in other languages).
- Business knowledge (marketing, entrepreneurship, technological innovation/transfer, intellectual property, legal/business standardisation, creating patents).

- Interpersonal skills (conflict management, awareness of diversity, leadership/teamwork, negotiating, creating strategic contact networks, rhetoric/argumentation, stress tolerance).
- Cognitive skills (abstract/creative thinking, analytical thinking/synthesis capability, critical thinking/troubleshooting, organising/optimising ability).
- Communication (formal relationships, oral presentations, communicating science to non-specialised audiences, scientific policy, the use of social networks).
- Professional development (planning/assessing a professional career, writing and preparing a CV, techniques for passing job interviews, tools to search for jobs).

## 5.2 Annual conference of UMH doctoral students

On 2 February 2021, the Vice-Rectorate for Research of the UMH held the first conference of doctoral students (<https://congresoestudiantesdoctorado.umh.es/>). This conference took place through videoconferences and is intended to be an annual event. This first edition of the conference had 1,647 enrolees and 824 communications (326 oral and 498 posters) belonging to all branches of knowledge. In total, 16% of the communications were made by enrolees from the UMH, 81% by participants from other Spanish universities, and the remaining 3% by enrolees from 34 foreign universities. As well as the oral communications and posters, the conference programme included a plenary talk delivered by renowned science communicator Lluís Montoliu (@LluísMontoliu) and workshops on transversal aspects such as writing scientific articles, statistics and strategies for improving the impact and visibility of scientific work. The conference was recorded and is available on the university's YouTube channel at:

<https://www.youtube.com/playlist?list=PLClKgnzRFYe4KUQymr0uoaDJZxe5AExi>

The participation of doctoral students of the UMH and other universities in this type of events trains them in tasks like arranging their experimental results in communications, preparing posters and orally defending their objectives and results. Furthermore, it enables the exchange of knowledge, techniques and methodologies between researchers in training who belong to other programmes and universities, thus encouraging future collaborations. The EDUMH will be in charge of organising future editions of the conference for doctoral students, aiming to increase the participation of doctoral students from the UMH and other national and international universities.

## 6 ORGANISATIONAL STRUCTURE OF THE EDUMH

This section presents the collegiate (Steering Committee and Permanent Committee) and personal (management, two sub-directorates and a secretariat) bodies that comprise the organisational structure of the EDUMH. The duties of these bodies are detailed in the proposal of internal regulations, which can be found in Section 7 of this report.

### 6.1 Collegiate Bodies

#### 6.1.1 Steering Committee of the EDUMH

The Steering Committee of the EDUMH will be comprised by:

- The director of the EDUMH, who will act as president.
- The sub-director for quality.
- The secretary of the EDUMH.
- Doctoral Programme coordinators.
- Vice-Rectors (or the people delegated by them) with competences in the following topics:



- Research,
  - Doctoral Studies,
  - Studies,
  - Knowledge transfer and exchange,
  - Students.
- Deputy Vice-Rectors with competences in Doctoral Studies.
  - The manager of the scientific park of the UMH (or the person delegated by them).
  - Two student representatives.
  - The person in charge of the Study Management Service of the UMH.
  - The person in charge of the Research Management Service-OTRI.

#### 6.1.2. Permanent Committee

The Steering Committee will have a Permanent Committee to take care of the day-to-day management, which will be comprised by:

- The director of the EDUMH, who will act as president.
- The sub-director for quality.
- The secretary of the EDUMH, who will also be the secretary of the Permanent Committee.
- Vice-Rectors with competences in studies, doctoral studies and knowledge transfer and exchange.
- Seven representatives of the Doctoral Programmes belonging to the different branches of knowledge.
- The person in charge of the Study Management Service of the UMH.
- The person in charge of the Research Management Service-OTRI.

The non-ex officio members of the Permanent Committee will be chosen by the Steering Committee, who will submit the proposed nomination to the Rectorate.

## 6.2 Personal Bodies

### 6.2.1 The director of the EDUMH

The director of the EDUMH will be appointed by the Rectorate and must have at least three authorised periods of research and/or transfer, one of which must have been positively assessed in the last six years.

### 6.2.2 The sub-director for quality

The director of the EDUMH, after listening to the Steering Committee, will suggest a sub-director for quality to the Rectorate. The person proposed for this position must be part of the teaching staff, be assigned full time to the EDUMH and have completed at least two six-year periods of research and/or transfer, one of which must have been positively assessed in the last six years.

### 6.2.3 The academic sub-director

The director of the EDUMH, after listening to the Steering Committee, will suggest an academic sub-director to the Rectorate. The person proposed for this position must be part of the teaching staff, be assigned full time to the EDUMH and have completed at least two six-year periods of research and/or transfer, one of which must have been positively assessed in the last six years.

#### 6.2.4 The secretary of the EDUMH

The secretary of the EDUMH will be appointed by the Rectorate and must have at least three authorised periods of research and/or transfer, one of which must have been positively assessed in the last six years.

## **7 PROPOSED INTERNAL REGULATIONS**

### **7.1 Chapter I: Concept, definition and duties**

The Doctoral School of the Miguel Hernández University of Elche (hereinafter EDUMH) is the academic body in charge of managing the lessons and activities of doctoral studies at the Miguel Hernández University of Elche (UMH) and is organically under the Vice-Rectorate with competences in research.

The EDUMH brings together all the Doctoral Programmes taught at the UMH upon its creation, as well as all Doctoral Programmes that may be added in the future to the doctoral training offer of the UMH.

The EDUMH is comprised by the teaching staff of the UMH's Doctoral Programmes, the students enrolled in any Doctoral Programme of the UMH and the administration and service staff affiliated to the School.

Likewise, the Governing Board may approve participation in the School of other universities, research institutes, public or private institutions and entities, both national or foreign, who conduct R&D activities in the scope of management of the EDUMH. The conditions of said participation must be written in a collaboration agreement, which must be approved by the Governing Board of the UMH.

### Duties of the EDUMH

The duty of the EDUMH is to manage the Doctoral Programmes of the UMH. To do so, the EDUMH will have the following competences:

- Manage and supervise the doctoral teachings at the UMH.
- Assess verification reports and approve the presentation, before the Council of Universities, of the doctoral programmes of the UMH that emerge after the EDUMH is created.
- Plan, supervise, disseminate and manage training activities for doctoral students of the UMH.
- Drive the excellence of the UMH Doctoral Programmes.
- Promote cooperation in R&D among the various research structures of the UMH, and among these research structures and both public and private external entities.
- Promote the mobility of the doctoral teaching staff and students of the UMH.
- Establish connections with master's degrees of the UMH that focus on research, to offer courses and activities.
- Promote the internationalisation of doctoral programme students and teachers.

The administrative management of the Doctoral Programmes will be performed by the EDUMH with support from the Study Management Service of the UMH and the Doctoral Unit.

The administrative duties assigned to the EDUMH that are conducted through the Doctoral Unit are:

- Organising and managing the material resources assigned to the EDUMH.

- Keeping the website updated and revising the EDUMH's quality indicators and its Doctoral Programmes.
- Providing administrative support to the Academic Committees of the Doctoral Programmes.
- Providing administrative support to organise the Annual Conference of Doctoral Students.
- Administratively manage the training offer on transversal skills of the EDUMH.
- Organise and manage the procedures connected to defending doctoral theses.

The administrative duties connected to managing doctoral studies conducted by the Study Management Service of the UMH are:

- Managing the pre-enrolment and enrolment of students.
- Managing and processing equivalence reports for doctor's degrees issued by foreign universities.
- Safeguard academic records.
- Issue academic certificates.
- Process the issuing of degree certificates.

## **7.2 Chapter II: Collegiate governing bodies of the EDUMH**

### Steering Committee of the EDUMH

The Steering Committee of the EDUMH will be comprised by:

- The director of the EDUMH, who will act as president.
- The sub-director for quality.
- The academic sub-director.

- The secretary of the EDUMH.
- Doctoral Programme coordinators.
- Vice-Rectors (or the people delegated by them) with competences in the following topics:
  - Research.
  - Doctoral Studies.
  - Studies.
  - Knowledge transfer and exchange.
  - Students.
- Deputy Vice-Rectors with competences in Doctoral Studies.
- The manager of the scientific park of the UMH (or the person delegated by them).
- Two student representatives.
- The person in charge of the Study Management Service of the UMH.
- The person in charge of the Research Management Service-OTRI.

Their duties are:

- To establish criteria and guidelines to create, modify and remove Doctoral Programmes at the UMH and send these criteria and guidelines to the relevant Vice-Rectorate.
- To approve, on the motion of the relevant departments or institutes, the structure of the Academic Committees of Doctoral Programmes and their Coordinators.
- To approve programmed training activities.
- To ensure compliance with the Doctoral Programme verification reports.
- To approve the EDUMH's budget so it may be submitted for its final approval by the university's collegiate bodies, and implement it in accordance with the Implementation and Operation Provisions of the UMH.

- To submit to the relevant Vice-Rectorate the proposals to create or modify any regulation related to doctoral studies of the UMH.
- To approve strategic documents for the EDUMH, such as the guide of good practice for doctoral studies, the guide for conflict resolution, etc.
- To submit the proposal for appointing non-ex officio members of the Permanent Committee to the Rectorate.
- To submit any proposal to modify internal regulations of the EDUMH to the Rectorate.
- To approve agreements for co-tutorship, double doctorates and industrial doctorates.
- To approve the proposal of Extraordinary Doctorate Awards.
- Any other duty assigned to them by the EDUMH at one of the UMH's Governing Board meetings.
- To improve the quality of the EDUMH and the Doctoral Programmes in collaboration with the Department of Quality.

#### Permanent Committee of the EDUMH

The Permanent Committee of the EDUMH will be comprised by:

- The director of the EDUMH, who will act as president.
- The sub-director for quality.
- The academic sub-director.
- The secretary of the EDUMH, who will also be the secretary of the Permanent Committee.
- Vice-Rectors with competences in studies, doctoral studies and knowledge transfer and exchange.
- Deputy Vice-Rectors with competences in Doctoral Studies.
- Seven representatives of the Doctoral Programmes belonging to the different branches of knowledge.
- The person in charge of the Study Management Service of the UMH.

• The person in charge of the Research Management Service-OTRI. The duties of the Permanent Committee of the EDUMH are to:

- Manage the facilities of the EDUMH.
- Authorise the depositing of doctoral theses before their defence.
- Appoint external evaluators and members of the tribunals for doctoral thesis defences.
- Organise the extraordinary doctoral awards and submit a proposal for their approval to the Steering Committee.
- Rule on requests to limit the dissemination of doctoral theses.
- Approve the criteria and procedures for awarding any type of research aid offered by the EDUMH.
- Propose and approve the creation of *ad hoc* work committees for issues of interest to the EDUMH.
- Submit strategic documents for the EDUMH, such as the guide of good practice for doctoral studies, the guide for conflict resolution, etc., to the Steering Committee for their approval.
- Submit to the Steering Committee the proposals to create or modify any regulation related to doctoral studies of the UMH for their approval.
- Submit proposals of transversal training activities for students of the EDUMH to the Steering Committee for their approval.
- Submit any proposal to modify internal regulations of the EDUMH to the Steering Committee.
- Produce the budget of the EDUMH.
- Collaborate with the people and Doctoral Programmes involved in producing co-tutorship, double doctorate and industrial doctorate agreements.
- Submit co-tutorship, double doctorate and industrial doctorate agreements to the Steering Committee for their approval.
- Any other duty assigned by the Steering Committee of the EDUMH.



### 7.3 Chapter III: Single-member governing bodies of the School

#### The director of the EDUMH

The duties of the director are:

- To lead, drive, organise, manage, coordinate and supervise the activities of the EDUMH, following the strategy laid out by the Steering Committee.
- To represent the EDUMH before the governing bodies of the UMH and in activities in the scope of doctoral training conducted outside the UMH.
- To manage the material and human resources of the EDUMH.
- To summon and chair the Steering Committee and Permanent Committee, flesh out their proposals and implement their agreements.
- To propose to the Rectorate who should be appointed secretary of the Steering Committee.
- To implement the agreements of the Governing Board of the UMH in the scope of the EDUMH's mission.
- To implement the agreements of the Steering Committee and the Permanent Committee of the EDUMH.

#### The sub-director for quality

The duties of the sub-directorate for quality are:

- To ensure, assess and improve the quality of the EDUMH and the Doctoral Programmes in collaboration with the Department of Quality.
- To supervise the Internal Quality Guarantee System of the EDUMH and its Doctoral Programmes.

- To monitor the system of indicators of the quality plans of Doctoral Programmes.
- To supervise the Doctoral Programme re-certification and monitoring processes.
- To supervise the plans to improve Doctoral Programmes.
- To supervise the reports on revised results of Doctoral Programmes.
- To collaborate in assessing the level of satisfaction of the different groups of interest, both of the EDUMH and Doctoral Programmes.
- To coordinate the actions of the EDUMH with the Department of Quality of the UMH.
- Any other relevant duty to improve the quality of doctoral training at the UMH.

#### The academic sub-director of the UMH

The duties of the academic sub-directorate are:

- Propose to the Permanent Committee an offer of academic training activities for EDUMH students.
- Organise and supervise, with the support of the Doctoral Unit, the academic training activities of the EDUMH.
- Any other duty that aims to improve the academic activities of the EDUMH.

#### The secretary of the EDUMH

The duties of the secretary are:

- To write and safeguard the reports of the Steering Committee and Permanent Committee.

- To receive and safeguard the reports that grade training activities or any other documentation that assesses students of the EDUMH.
- Issue certificates on the agreements of the Steering Committee.
- Any duty assigned by the Governing Board in the field of competences of the EDUMH.

#### **7.4 Chapter IV: Meetings of the Steering Committee and the Permanent Committee**

##### Convening and frequency

The meetings of the Steering Committee and the Permanent Committee will be convened by the secretary, following the instructions of the director, at least 72 hours in advance for ordinary sessions and 48 hours in advance for extraordinary sessions.

The call must include the day, place and time of the meeting, as well as an agenda with at least the following items:

- Approval of the minutes of the previous meeting.
- A report of the director of the EDUMH.
- Motions and queries.

The minimum frequency of the ordinary meetings of the Steering Committee and the Permanent Committee will be six-monthly. The Steering Committee and the Permanent Committee may hold an extraordinary session either on the motion of the director of the EDUMH or when more than a third of the members of these bodies expressly request one to the director.

### Structure of the meetings

The meetings of the Steering Committee and the Permanent Committee will be chaired by the director of the EDUMH or, in their absence, by the Vice-Rectorate with competences in Doctoral Studies.

The Steering Committee and the Permanent Committee may take decisions in their meetings as long as the president, secretary and at least half of their members are present.

People expressly invited by the director of the EDUMH on the motion of any member of these bodies may attend, with a voice but no vote, the meetings of the Steering Committee and the Permanent Committee.

The decisions of the Steering Committee and the Permanent Committee will be taken by simple majority of the members present in the meetings. If there is a draw, it will be broken by the vote of the director of the EDUMH.

### Minutes of meetings of the Steering Committee and the Permanent Committee

The secretary of the EDUMH will record the minutes of the meetings of the Steering Committee and the Permanent Committee. Said minutes must include the following items: attendees, adequately justified absentees, agenda, main points of the discussions and content of the agreements reached.

The approved and electronically signed minutes will be available to the members of both governing bodies of the EDUMH on a virtual hard drive.

### Telematic means

The Steering Committee and the Permanent Committee will preferably use telematic means of communication.

When the situation so requires, the meetings of the Permanent Committee and the Steering Committee may be held via teleconference. When a member of the Permanent Committee or Steering Committee cannot attend a physical meeting of either of these bodies, they may do so via teleconference if requested.

The opinions or votes of members of the Permanent Committee and the Steering Committee expressed by teleconference or issued by email from an official UMH address will be considered valid during these meetings.

## **7.5 Chapter V: Doctoral Programmes**

Everything regarding the following aspects of the Doctoral Programmes will be regulated by Chapter II of the Regulations for Doctoral Studies of the UMH (see Annex I attached to this report):

- Definition.
- Submission and processing.
- Academic Committee.
- Coordinator.
- Human resources: teaching staff, teams and lines of research.
- Tutoring the doctoral student.
- Direction and co-direction of the doctoral thesis.
- The doctoral student.

## 7.6 Chapter VI: Doctoral theses

Everything regarding the following aspects of doctoral theses will be regulated by Chapter IV of the Regulations for Doctoral Studies of the UMH (see Annex I attached to this report):

- The content of conventional theses.
- The content of theses by compendium of publications.
- Doctoral theses subject to processes of protection or transfer of technology or knowledge.
- Direction of the doctoral thesis.
- Thesis tribunals.
- Requirements of the thesis tribunals.
- Approval and appointment of the tribunal that will judge the doctoral thesis.
- Defence and evaluation of the doctoral thesis.
- Remote thesis defence.
- Co-tutorship and/or international double doctorate.
- Industrial theses.

## 7.7 Chapter VII: Rights and duties of doctoral students

The rights and duties of doctoral students are listed in Article 14.2 of the Regulations for Doctoral Studies of the UMH (see Annex I attached to this report).

## 7.8 Chapter VIII: Student supervision and monitoring

Chapter III (Article 16) of the Regulations for Doctoral Studies of the UMH (see Annex I attached to this report) will be applicable for the supervision and monitoring of students.

## 8 CODE OF GOOD PRACTICE

The Governing Board of the UMH approved the second edition of the Code of Good Scientific Practice in its meeting of 30 September 2020. Said code is available at:

[https://boumh.umh.es/files/2020/10/boumh-rs-428\\_2020-cogo-not-acuer-consejo-de-gobierno-codigo-buenas-prcticas-cientificas-vr-investigacin.pdf](https://boumh.umh.es/files/2020/10/boumh-rs-428_2020-cogo-not-acuer-consejo-de-gobierno-codigo-buenas-prcticas-cientificas-vr-investigacin.pdf)

The EDUMH will implement the Code of Good Scientific Practice of the UMH, which must be signed by doctoral students and thesis directors, co-directors and tutors.

The Code of Good Scientific Practices of the UMH regulates the following items:

- Responsible research and innovation.
- Commitments to dissemination and implementation.
- Principles of integrity in research.
- Responsibility of the institution in training on research.
- Supervision of the people who are being trained on research.
- Preparing research projects.
- Registration, documentation, storage, custody and sharing the data and biological or chemical material resulting from research.
- Management of the economic resources and intellectual and industrial property.
- Publication and dissemination practices.
- Authorship of scientific papers, publications and patents.
- Peer review practice.
- Misconduct and undesirable practices in research.
- Main regulatory requirements in scientific practice.
- The Ethics and Research Integrity Committee and the Responsible Research Office of the UMH.

Especially relevant for the EDUMH is the chapter dedicated to the supervision of researchers in training, which covers aspects such as appointing a supervisor, the responsibilities of the supervisor, limits to the number of people a supervisor oversees, and the obligations of people undergoing training on research.

## **9 LIST OF HUMAN MEANS, MATERIALS AND FACILITIES**

### **9.1 Human resources**

The EDUMH must be managed with the personal and material means of the UMH. The initial distribution of human resources who will conduct their duties at the EDUMH is shown in Figure 1.

A Doctoral Unit will be appointed to the EDUMH and will be in charge of the School's administrative management. This Doctoral Unit will be comprised by a medium level technician and three administrative assistants. The duties that will initially be assigned to the Doctoral Unit are:

- Organising and managing the material resources assigned to the EDUMH.
- Keeping the website updated and reviewing, in collaboration with the sub-director for quality of the EDUMH, the indicators of quality of the School and its Doctoral Programmes.
- Providing administrative support to the Academic Committees of the Doctoral Programmes.
- Providing administrative support to organise the Annual Conference of Doctoral Students.
- Administratively managing the training offer on transversal skills of the EDUMH.
- Organising and managing the procedures connected to defending doctoral theses.



A well as the Doctoral Unit assigned to the EDUMH, the School will also be, in performing their duties, closely connected to the Study Management Service of the UMH. Through the Service's management, head of section and an administrative assistant, the Service will be in charge of:

- Managing the pre-enrolment and enrolment of students.
- Safeguarding academic records.
- Managing and processing equivalence reports for doctor's degrees issued by foreign universities.
- Issuing academic certificates.
- Processing the issuing of degree certificates.

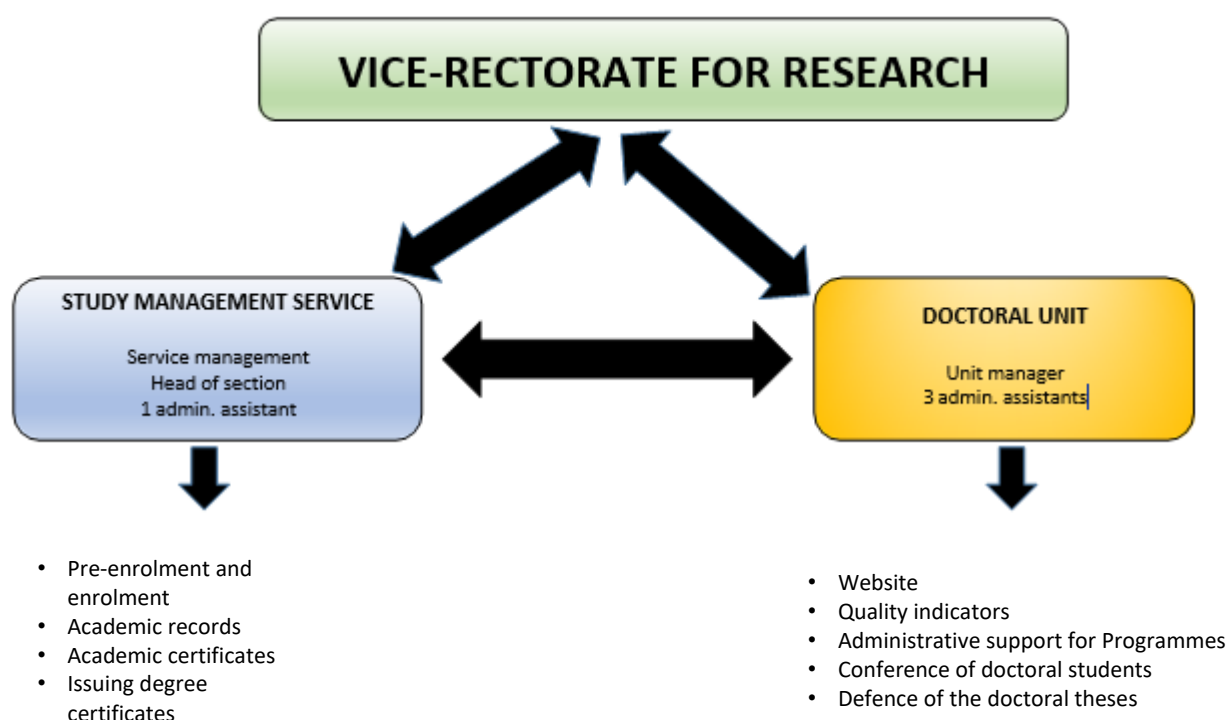


Figure 1: Initial structure of the human resources assigned for managing the Doctoral School of the UMH.

However, all these human resources and duties may increase or adapt if required by the volume and type of activities to be conducted by the EDUMH.

In fact, the Governing Board of the UMH intends to create, in the medium term, units of methodological support in statistics, linguistics, etc. who would also provide a service to the EDUMH.

## 9.2 Facilities

Annex II details the floor plan of the facilities of the EDUMH.

## 9.3 Material means

The facilities assigned to the EDUMH depicted in the above floor plan will have all the necessary equipment to fulfil the duties assigned. This includes electricity, telephone, office tables and chairs, an internet connection, computers, printers, stationery, cleaning services, etc. Furthermore, the meeting room will be equipped with a plasma screen and the necessary audio-visual equipment to conduct videoconferences.

The Study Management Service of the UMH has the necessary materials to continue fulfilling its assigned duties. The equipment of said service includes all the necessary computer and office material to ensure the administrative management of doctoral studies functions appropriately.

# 10 ECONOMIC REPORT

The EDUMH will be funded with financial resources from the UMH, in line with the Budgets approved each year, and pursuant to the budget allocation formula detailed in the Provisions for the Implementation and Performance of the Budget of the UMH.

## **11 MECHANISMS TO ASSESS AND MONITOR STUDENTS AND TO CONTROL THE QUALITY OF DOCTORAL THESES**

### **11.1 Mechanisms to evaluate and monitor students**

The mechanisms to evaluate and monitor students are listed in Article 16 of the Regulations for Doctoral Studies of the UMH (see Annex I attached to this report).

### **11.2 Mechanisms to control the quality of doctoral theses**

The mechanisms to control the quality of doctoral theses are listed in Article 21 of the Regulations for Doctoral Studies of the UMH (see Annex I attached to this report).

### **11.3 Monitoring graduates**

The UMH currently has a system to monitor graduates which is conducted by the Occupational Observatory through telephone surveys. The EDUMH will evolve the current graduate monitoring system following the recommendations listed in the *“Report on monitoring graduated doctors from Valencian universities”* created in December 2020 by consultancy firm Carreras Científicas Alternativas under the auspices of RUVID.

## **12 REFERENCES TO GENDER**

Pursuant to Spanish Law 3/2007, of 22 March, for effective equality between women and men, as well as Spanish Law 9/2003, of 2 April, of the Valencia Regional Government, for equality among women and men, any reference to people, groups or academic positions using the male gender, will be alluding to the neutral grammatical gender; therefore, this includes the possibility of referring to both women and men.

## **ANNEX I: REGULATIONS FOR DOCTORAL STUDIES OF THE MIGUEL HERNÁNDEZ UNIVERSITY OF ELCHE**

Text of the Regulations for Doctoral Studies of the UMH approved by the Governing Board on 29 May 2020.



Adobe Acrobat  
Document

ANNEX II

