

Graduate School FGB

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A: Activity

Graduate School of the Faculty of Behavioural & Movement Sciences (FGB) for Research Master (RM) students* and PhD candidates**.

*: *The regular one year master programs will not be part of the Graduate School.*

**.: *This includes external PhDs as VU doctorate regulations apply to all promotions, including those of external PhD-candidates.*

B: Objective

The objective of the Graduate School (GS) is to:

- *offer graduate level education to RM students and PhD candidates;*
- *provide FGB with an organizational structure and practical support to facilitate high quality research orientated graduate level education;*
- *monitor RM students' and PhD candidates' academic performance and degree completion;*
- *improve the visibility of FGB for RM students and PhD candidates seeking international graduate level education in the form of a Research Master or PhD track;*
- *promote optimal use of educational resources for research towards RM students and PhD candidates in FGB.*

C: Profile

The GS is part of FGB (as stated in the FGB faculty regulations: articles 8 and 15.2) and contributes to the visibility of FGB as a faculty that offers high quality educational opportunities for Research Masters and PhDs. This GS is unique due to the combination of the disciplines psychology, educational sciences, and movement sciences.

D: Research Master Programs and PhD training track

Research Master Programs

The GS of FGB will contain the following Research Master programs:

1. [Human Movement Science: Sport, Exercise & Health](#)
2. [Clinical and Developmental Psychopathology](#)
3. [Cognitive Neuropsychology](#)
4. [Social Psychology](#)
5. [Genes, Behaviour, Health and Twins \(under development\)](#)

All of these research masters offer a two year program (120 EC) and have their own admission requirements.

Besides the above mentioned Research Master programs, FGB also participates in two inter faculty organized Research Master programs, being:

1. [Neurosciences](#)
2. [Cognitive science](#) (as specialization in the Research Master *Artificial Intelligence*)

The GS will act as a portal for these programs, but relegates the organization and quality assurance to the faculties mainly responsible for these programs ('penvoorders').

PhD training track:

The aim of the PhD training track is to train PhD candidates to be independent researchers in a sub-discipline of Psychology, Education- or Movement Sciences. At the end of their PhD training

track candidates have the knowledge, skills and connections in the field needed to pursue a career in science or any other career for which a PhD degree is indicated.

The PhD training track is part of the doctorate regulations of the VU University (article 15 and 16) and is obligatory for each PhD student. With regards to the scope and the content of the PhD training track, the VU University have set the following requirements:

1. The PhD needs to acquire at least 30 EC (840 hours) training;
2. The content of the PhD training track will for all individual PhD candidates be made explicit in the Training & Supervision Plan (TSP), which will be approved by the faculty, the supervising professor and the PhD candidate;
3. The faculty (board) determines how requirement 1 can be met, conforming to article 38, paragraph 2;
4. The faculty is authorized to have an exemption procedure for the provisions set by requirement 1.

For FGB and its PhD training track this means that:

- the Promotion Committee of FGB mandates the FGB PhD Education Committee (PEC) to execute the VU doctorate regulations;
- the PEC implements the VU doctorate regulations and FGB requirements for the mandatory training of 30EC under the flag of the GS according to the VU doctorate regulations (see appendix A for current requirements);
- the quality of the PhD training track and specific training courses within this track, which is also part of the internal quality assurance of FGB, will be audited by the PEC;
- other faculties and research institutes in which FGB PhDs participate and/or FGB is responsible (e.g. ‘penvoerder’; LEARN!; MOVE; iBBA) may mandate the PEC of FGB to execute their PhD-regulations;
- FGB has to see to it that PhD candidates have financial means for educational activities (‘training course budget’);
- FGB will provide practical and organizational support for PhD educational activities (e.g. makes sure that PhDs can participate in courses offered by local or national research institutes /schools (or other organizations) and only organises courses itself when others are unable to offer these courses at a sufficient level*.

**At a sufficient level means here; A: there are no other organization offering similar courses; B: if the content of the courses offered by others is not in line with the aims and educational goals of the PhD-candidates.*

E: Organisation Graduate School

The board of FGB is integrally responsible for the activities under the umbrella of the GS FGB. The associate dean for education functionally steers the program directors (‘opleidingsdirecteuren’) of the research masters and oversees the support by the education office (‘onderwijsbureau’). The associate dean research oversees the activities of the PhD Education Committee and steers the support by the research office.

- Coordinating education accreditation procedures, visitations and evaluations of the Research Masters

Examination Committees

The Examination Committees for Research Master students are formed by senior FGB staff and is charged with the following responsibilities:

- implement regulations for accurate and sound procedures for exams
- delegate the task to determine the scores of the exams to examiners / teachers
- appoint the examiners (e.g. teachers or trainers of the courses)
- provide guidelines for the judgement of exams to examiners
- judge individual requests of students, concerning the:
 - o admission to the Research Masters
 - o exemptions for training courses
 - o addition of extracurricular activities on Master diplomas
 - o prolongation of results
 - o exceptions for specific entry requirements of (parts of) the Research Master program

Education Committees Research Masters

The Education Committees Research Masters are formed by teaching staff and Research Master students (occasionally joined by staff from the Education Office) which have the responsibility to:

- provide requested and unrequested advise to the Faculty Board about issues that concern the Research Masters, including the Academic and Examination Regulation (AER).
- annually review the AER
- evaluate the Research Masters

The student board FSR is welcome to nominate student-members for the Education Committee RM, who will be appointed by the faculty board with priority.

The PhD Education Committee:

The PhD Education Committee (PEC) will consist out of 7 persons. Three professors or associated professors (one from every discipline), three PhD students (one from every discipline) and one secretary from the research office. On the basis of its own evaluation cycle, the PEC may propose to expand its number of members or appoint replacement members in case of possible conflicts of interests. The FGB faculty board appoints the chair of the PEC for a three-year term (0.1 fte), who will propose the remaining members for appointment or reappointment by the faculty board.

Tasks of the PEC are:

- judging the training and supervision plans (TSP) according to the FGB regulations;
- judging the fulfilment of the educational requirements for completed TSPs;
- judging individual requests of PhD students for exemptions for PhD training courses;
- advising the FGB faculty board with regard to the implementation of the FGB regulations for PhDs, including matters pertaining to the availability and quality of training opportunities and the size of the budget for PhD-training;
- identifying the training needs of PhD students at FGB and possible gaps between these needs and available training programmes.
- providing the faculty board of FGB with numbers on the success rate of the PhD track (in accordance with guidelines of the Standard Evaluation Protocol).
- judging eligibility for the Talent travel stipends;
- proposing recipients for the yearly FGB Dissertation Award* to the Faculty Board FGB.

* this will only be done by the professors participating in the PEC, PhD representatives are excluded from this responsibility giving due attention to potential conflicts of interest.

In the extension of judging the TSP, The chair of the PEC will also be mandated by the Dean of FGB to:

- approve and sign the TSP
- approve, sign and send the application for admission to the doctoral programme (form I) towards the College of Deans.

Research Office

The PEC is supported by the Research Office for administrative support, monitoring of regulations and communication with PhD-students, promotors, and the board. With regards to the PhD track, the Research Office has the following specific tasks:

- execute the general administrative and organizational tasks concerning the PhD Track, including:
 - o the administration of:
 - the enrolment of PhDs in the GS
 - the check whether the PhDs have an approved TSP or not
 - the successfulness of followed courses (via grades awarded or other evidence of trainer/teacher)
 - exemptions
 - o the production of certificates for the PhD students that complete their training track.
- organizing GS activities (especially those with a focus on PhD students), including educational activities (e.g. GS colloquia, ethics course, entrepreneurship course);
- providing information about the PhD track for research quality assessments ('onderzoeksvisitaties') and annual research reports;
- providing information about the PhD track on VUnet (in close collaboration with the service Marketing & Communication).

Scientific and Ethical Review Board (VCWE)

The VCWE is formed by scientists from FGB who have the tasks, with regards to the PhD track, to:

- provide scientific advice for the PEC on:
 - o the scientific quality and feasibility of the research plan for the PhD (if the plan hasn't been peer reviewed before by granting agencies or research institutes) related to the Training and Supervision Plans;
 - o ethical admissibility of research plans.

F: Activities

The main activity of the GS FGB is the organization and execution of the Research Masters and PhD training track for FGB. For the Research Masters the program directors are integrally responsible for their Research Master program. For the PhD training track the PEC makes sure that PhDs can participate in courses offered by third parties (e.g. local or national research institutes /schools) and only organises courses itself when others are unable to offer these courses at a sufficient level (e.g. A; there are no other organization offering similar courses, B; if the content of the courses offered by others is not in line with the aims and educational goals of the PhD-candidates). Currently the PEC organizes under the flag of the GS the following educational activities:

- GS colloquia, on average between 8 to 10 per year
- a research ethics course (3 EC; obligatory), in close collaboration with prof. dr. Doret de Ruyter (*in annex C you can find the course description*),
- an entrepreneurship course (2 EC; elective); in close collaboration with the Amsterdam Center for Entrepreneurship (ACE) (*in annex C you can find the course description*),

G: Appendices

A: *'Training and Supervision Plan & PhD training track within the Graduate School FGB'*

B: *'Conditions attached to the PhD thesis - FGB'*

C: *Course descriptions of courses organized by GS FGB*