

German Alliance for Global Health Research

Regulations for bodies and committees

Preamble

The German Alliance for Global Health Research is a researcher-driven platform for global health in Germany. The aim is to support interdisciplinary and cross-sectoral research and cooperation on global health in Germany.

These rules of procedure regulate the composition of the tasks of the various organs of the Alliance, namely the General Assembly, the Steering Committee, and the Secretariat.

§1 General Assembly

(1) Tasks

The General Assembly discusses the research needs and possibilities in the field of global health research and elects the Steering Committee. Individual members have the right to nominate candidates, vote and stand for election. The General Assembly may bring issues, e.g. concerning the research strategy, to the attention of the Steering Committee.

(2) Composition

The General Assembly is composed of all members of the Alliance. The Statutes regulate eligibility for membership.

(3) Working methods

The General Assembly meets at least once a year. The Alliance Secretariat is responsible for convening the meeting. Members can submit proposals for agenda and voting items for the annual meetings to the Secretariat at any time. Meeting minutes are made available to all members of the General Assembly. A short version will be publicly available.

(4) External participants

Persons wishing to attend the General Assembly as external participants must apply to the Secretariat in due time. The Steering Committee decides on the application. External participants do not have a vote.

§2 Steering Committee

The Steering Committee is the key decision-making body of the Alliance, which manages the day-to-day business with full support by the Secretariat. It performs the overriding tasks of management and control and makes all research-related decisions of the Alliance. It represents the Alliance externally. More specifically, the Steering Committee:

- is responsible for the peer review process for awarding funding to interdisciplinary pilot and cross-sectoral, special projects and global health fellowships
- takes funding decisions on workshop support and stipends / travel aids
- approves all outward communication materials

- mediates in case of disagreements between project partners of awarded projects
- monitors the awarded projects and overall network progress
- informs the General Assembly

(5) Composition

The Steering Committee will consist of

- 16 delegates elected by the General Assembly for a period of two years
- 2 delegates of the coordinating entity of BMBF funding
- 1 elected representative of the early-career researchers among the members

One representative of each of the following institutions may also take part in the meetings of the Steering Committee: the Federal Ministries of Education and Research (BMBF) and the Project Management Agency in charge of the platform

Future additional funders (such as the Federal Ministries of Health (BMG), Economic Cooperation (BMZ), the Federal Foreign Office and foundations and others) may also be granted a permanent seat without voting rights.

The Secretariat employees take part in the meetings of the Steering Committee.

(6) Elections to the Steering Committee

Elections to the Steering Committee will be held at the beginning of 2020 and every two years at the General Assembly of the Alliance. The Secretariat of the Alliance is responsible for managing the elections. The members of the Steering Committee are elected for a term of two years; re-election is unlimited.

Alliance members are requested to announce their candidacy or nomination to the Secretariat until the day of the election. According to their membership profile, the candidates will be allocated to one of the following research areas (1) biomedicine, (2) public health, 3) humanities and social sciences, (4) engineering and other sciences.

The General Assembly will elect four representatives for each research area and a representative of the early career researchers. Members have up to three votes per research area. To ensure gender balance in the SC, from each research area, the two male and two female representative with the highest number of votes are elected to the Steering Committee.

(7) Speakers

The Steering Committee elects one person from among its members as its speaker and four other persons as deputy speaker, aiming to ensure diversity of discipline, gender and other factors. Re-election as speaker or deputy speaker is possible once. After two terms of office in one of the above-mentioned functions, election and one-off re-election to the other function is possible. Therefore, the maximum term in office as speaker/co-speaker is eight years.

Each deputy speaker will represent a particular area of work of the Alliance and work together with the Secretariat to develop these areas:

- Deputy speaker for cooperation and networking
- Deputy speaker for early-career researcher support
- Deputy speaker for cross-sector collaboration in global health research
- Deputy speaker for research funding

In addition to the formal speaker and deputy speaker roles, the Steering Committee may appoint special Officers for horizontal aspects or special topics, such as international affairs or equal opportunities.

(8) Mode of operation

The Steering Committee meets at least twice a year. Additional votes by e-mail, telephone or web conference are possible. The Alliance's Secretariat is responsible for convening, organizing and recording the meetings. In principle, consensus decisions are sought. If this is not possible, decisions are taken by a simple majority of the votes present; members absent from the meetings can use their vote for decisions via e-mail to the Secretariat in advance of the meeting or by mandating other members. Meeting minutes are made available to all members of the Steering Committee as well as the relevant funding bodies of project proposals. A short version will be publicly available.

(9) External participants at meetings of the Steering Committee

External persons may be invited to attend meetings at the request of the Secretariat or the Steering Committee. Persons wishing to attend meetings of the Steering Committee as external participants must apply to the Secretariat in due time. The Steering Committee decides on the application. In principle, external participants do not have a vote.

§3 Secretariat

Together with the Steering Committee, the Secretariat manages the day-to-day business and administrative affairs of the Alliance and implements the work program of the Alliance together with the Steering Committee. It is the contact point for members of the Alliance in organizational matters. The Secretariat is hosted by Charité - Universitätsmedizin Berlin.

§4 Changes to these regulations

The Steering Committee can make changes to these regulations by qualified majority.