Part 1 — General terms and conditions

1. On the recommendation of the Associate Dean of Research, the Dean may create research centres (centres) for the purpose of:
   - strengthening the quality, relevance and exposure of research in areas in which the Faculty wishes to have a special research focus
   - expanding the Faculty's international research profile
   - working to implement the Faculty's strategy and action plans
   - promoting the Faculty's opportunities to have access to external research funding, internal research funding that is subject to competition, EU funds and sponsorships, etc.
   - developing the Faculty's research-based study programmes
   - creating an attractive, inspiring and outstanding research and study environment for full-time employees, part-time employees, students and partners

2. A research centre will be described as a "centre". The designation "centre" may only be used by research centres that are approved in accordance with these guidelines.

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1 As of 1 March 2016, the "Guidelines for the establishment, extension and closing of Research Groups at the Faculty of Law, University of Copenhagen" laid down by the Dean on 15 October 2008 are repealed.
3. A committee will be appointed by the Associate Dean of Research to advise the latter on the submission of recommendations to the Dean for the creation, extension or closing of a centre, or whether an application must be sent back to the applicants with the request to make changes and submit a new application.

Part 2 — Creation, extension and closing

4. A centre may be created or extended on the basis of an application from a research environment.

(2) The application must include a description of the centre's research area, the requirements and the basis for the establishment of a centre, cf. Section 6, and a description of how the centre expects to participate in the implementation of the Faculty's strategy and action plans, cf. Section 1, and also a list of members and affiliated employees, cf. Part 3, and designation of a head of the research centre, cf. Part 4

(3) An application must be endorsed by all of the employees wishing to be members of the centre, and by the nominated head of the research centre. The application may include the nomination of several candidates for the head of research centre post.

(4) The Associate Dean of Research may set one or several deadlines for applications for the creation or extension of centres, or allow applications to be submitted on an ongoing basis.

5. A centre is created for a fixed term, for a maximum period of five years.

(2) A centre may be created/extended on a conditional basis for a shorter period than five years. In such case, in the Dean's decision concerning conditional creation/extension for a shorter period than five years, guidelines will be laid down for how the research centre can achieve the full extension within a specific time frame.

(3) On the basis of the usual application procedure, cf. Section 4, the formation of a centre may be extended on one or several occasions. A extension will be for a fixed term, for a maximum period of five years.

6. On deciding on the creation or extension of a centre, special emphasis will be given to:

- whether the centre's research activities relate to current research requirements that must be expected to be of key importance to society going forward

- whether the centre has a research plan based on one or several collective research projects which relate to these key societal requirements and with a sufficiently clearly worded research purpose, which is of demonstrable significant importance to society e.g. commercially;

- the extent to which the centre will be able to achieve research synergy and encourage cross-disciplinary research, including whether the research plan innovatively intersects the traditional legal disciplines and/or jurisprudence and other sciences
• whether the centre has an international profile, for example due to formalised international cooperation

• whether an adequate account can be given of which researchers wish to be members of the centre, and which research efforts the researchers concerned will commit themselves to contributing to the centre's activities

• whether the researchers wishing to be members of the centre can present research results within, at any rate, significant elements of the centre's subject area

• whether the centre can account for how it will contribute to the implementation of the Faculty's strategy and action plans

• whether the centre has an appropriate number of researchers as members, i.e. that as a starting point at least five permanently employed researchers (positions at assistant professor, associate professor and professor level in accordance with the job structure) are prepared to devote a considerable proportion of their research efforts to the centre's subject area

• the extent to which it is likely that a centre that is created can be expected to command a strong position in the competition for research funds – especially salary funding – and sponsorships, etc., or the extent to which a previously approved centre has succeeded in attracting external financing, including a share of the University's research funding which is subject to competition

• the relation between the centre's research and the Faculty's study programmes, including responsibility for developing research-based subjects for the bachelor programme, courses in the master's programme and professional master's programmes, etc., the focus in relation to thesis students, the development of the law degree programmes and the centre's role with regard to any elite programmes

• whether the centre has drawn up an appropriate communication strategy

• whether the centre has drawn up an appropriate strategy for cooperation with practitioners and employers, including public authorities and business and industry

7. An application for the closing of a centre should be sent to the Associate Dean of Research. The application must describe why the centre is required to be closed, and how the head and members of the centre view the proposal to close the centre.

(2) A centre that does not fulfil the objectives in Sections 1 and 6, and which is unable to adhere to its research plan, or which does not inform the Associate Dean of Research about its activities, cf. Section 8(1), may be closed by the Dean, on the recommendation of the Associate Dean of Research.

8. Permission to run a centre is subject to the condition that, before the end of February each year, the head of the centre informs the Associate Dean of Research in writing of the centre's activities during the preceding year. The Associate Dean of Research may grant exemption from the deadline and lay down more detailed reporting guidelines.
The Associate Dean of Research will inform the Dean on an annual basis of the overall activities of the centres.

(2) On the expiry of the centre's period, cf. Section 6, the head of the centre must ensure that the centre's activities in the preceding period are reported on and evaluated. The report and evaluation must be sent to the Associate Dean of Research, who will notify the Dean. The Associate Dean of Research may lay down more detailed reporting guidelines.

(3) Significant changes to the centre's research plan or ability to fulfil the centre's objective, cf. Section 1, must be notified to the Associate Dean of Research without undue delay.

Part 3 — Affiliation of employees

9. A researcher may a member of one centre, cf. Section 10, and/or affiliated to one or several centres, cf. Section 11.

(2) A motivated application for membership, or an application for termination thereof, must be sent to the Associate Dean of Research, via the head of the centre. The Associate Dean of Research will grant or refuse the application.

(3) A motivated application for affiliation and an application for termination thereof must be sent to the head of the centre, who will grant or refuse the application.

(4) Membership of or affiliation to a centre will not affect any of the rights held by a researcher as a consequence of his or her employment, cf. Sections 10 and 11, however.

10. A researcher who is a member of a centre is expected to make a research effort that contributes to achieving the centre's research plan and the general objectives for the centre's overall activities, cf. Section 1.

(2) With due respect for the individual researcher's academic freedom, as part of the researcher's annual performance and development review the head of the centre and the employee will discuss the expectations of the nature and extent of the employee's obligations pursuant to subsection 1.

11. A researcher who is affiliated to a centre must to a reasonable extent participate actively in the centre's general activities, including seminars and meetings.

12. By application to the Associate Dean of Research, one or several external employees or partners, etc. may be affiliated to the centre, to a specified extent.

Part 4 — Head of research centre

13. An application for appointment as the head of the centre must be sent to the Associate Dean of Research. As a rule, appointment will take place on the creation or extension of a
centre. The Dean will invite the candidate(s) nominated in the application for the post of head of the centre to an interview with the management, after which the Dean will decide on the appointment.

(2) If no candidate for the post of head of the centre is appointed by the Dean after the interviews, within the deadline set by the Dean the applicants for the creation/extension of a centre may nominate further candidates for the post of head of the centre.

(3) The Dean may release a head of centre from this office, on the basis of his or her application as well as evaluation by the Associate Dean of Research, or when other special grounds apply.

14. A head of centre must be a permanently employed associate professor or professor at the Faculty of Law, have a sound academic reputation, good management and cooperation skills, and a broad academic network.

(2) In very special circumstances, the Dean may waive the requirement for the head of a centre to be a permanently employed associate professor or professor.

15. The head of the centre will be responsible for the centre's operation and the development of the centre's activities, cf. Section 1, including:

- coordination, quality assurance and relevance assurance of research and other activities at the centre
- planning of the centre's academic goals and initiatives, with due respect for the individual researcher's academic freedom
- external profiling and exposure of the centre
- promoting the centre's cooperation with practitioners, researchers and employers from Denmark and abroad
- submitting applications for internal and external grants, etc. for the centre
- recruitment and career development, including by working to achieve a research environment that supports researchers in recruitment positions and promotes their academic development and progression
- holding employee performance and development reviews with the centre's members

16. Staff responsibility for the researchers who are members of or affiliated to a centre will be held by the Associate Dean of Research. As delegated by the Associate Dean of Research, the head of the centre will hold performance and development reviews with the centre's members.

(2) The Dean may decide that the personnel responsibility for the researchers who are members of the centre should, as recommended by the Associate Dean of Research, be
delegated to the head of the centre. The head of the centre may submit an application to this effect to the Associate Dean of Research.

(3) The personnel responsibility for the administrative employees who perform tasks for a centre or its members will be held by a manager appointed by the Dean.

17. Each research centre must have an education coordinator. The head of the centre may appoint an education coordinator for the centre or undertake the role himself/herself. The head of the centre must inform the Associate Dean of Research and the Associate Dean of Education of the appointment. The Associate Dean of Education will determine the specific tasks of the education coordinator.

(2) The purpose of a education coordinator is:

- to spotlight the relation between the centre's research and the Faculty's study programmes and the related teaching
- to highlight this relation to the students and other stakeholders
- to contribute, together with the study programmes’ course directors, to the inclusion of the centres’ research in the Faculty's study programmes to the greatest possible extent

Part 5 — Advisory centre committee

18. The Associate Dean of Research, on the recommendation of the head of the individual centre, will appoint an external advisory centre committee for the centre.

(2) The external advisory centre committee will be tasked with advising the head of the centre on the centre's activities and internal and external cooperation.

Part 6 – Research groups

19. Research groups may be established by employees who are affiliated to the same research centre or to various different research centres, or who are not affiliated to any centre.

20. Research groups are created for two years at a time and must at all times have at least three employed researchers (at assistant professor, associate professor or professor level) affiliated.

21. A research group will be created or extended on the basis of an application from a group of researchers, cf. Section 19.

(2) The application must include:

- an explanation of the purpose of establishing the research group
• a definition of the group's research area

• a research plan describing how the proposed group will undertake research within the group's research area

• recommendation of a research group coordinator, who will be employed at the Faculty at minimum assistant professor/postdoc level, to represent the group, with responsibility for ensuring communication of the group’s activities on the Faculty’s website and for cooperating with the Faculty’s course directors and managers, etc. on the research basis for the Faculty's programmes

• a statement of the research group's contribution to the research base of subjects in the Faculty's study programmes

(3) The application must include a list of the employees who wish to be affiliated to the research group. An application must be endorsed by all of the employees wishing to be members of the group. After the research group has been established, the research group coordinator will consider the inclusion and withdrawal of members, whereby changes in the group’s membership will be notified to the Associate Dean of Research.

(4) An application for the creation or extension of research groups may be submitted to the Associate Dean of Research at any time. The Associate Dean of Research will consider the application after consulting the Associate Dean of Education.

(5) The Associate Dean of Research will appoint a research group coordinator and may withdraw this appointment after consultation of the research group coordinator.

(6) The Associate Dean of Research may close a research group on the basis of an application or without any application after consultation of the research group coordinator.

22. Research groups may be extended one or more times.

(2) A recommendation for the extension of a research group must include an assessment of whether:

• during the period that has elapsed the group has achieved research results to an appropriate extent at a high academic level

• these results have been achieved and communicated as part of a joint research effort within the group

• the group has had other joint research activities (such as conferences, knowledge dissemination, or other initiatives)

• the research group, if it is extended, can be expected to achieve results beyond what can be achieved through the individual members’ own individual efforts

• the research group has contributed to the Faculty's research-based study programmes to the expected extent