

Regulations of the Centre for Textile Science and Technology (2C2T)

Chapter I – GENERAL PROVISIONS

Article 1 (Nature and Objectives)

1. The Centre for Textile Science and Technology, hereinafter referred to as the Centre or 2C2T, is an organic subunit for research, development and innovation of the University of Minho, whose scope of activities lies in the field of Science and Technology of fibrous materials and associated processes, including the areas of Physics, Chemistry, Management and Design.
2. The Centre is associated with the Department of Textile Engineering.
3. The objectives of the Centre are:
 - a) To contribute to the development of scientific and technological research in its fields of interest;
 - b) To conceive and carry out R&D; programmes and projects;
 - c) To promote and collaborate with other Universities, Higher Education Institutions and Research Laboratories in research and postgraduate teaching activities of the 2nd and 3rd Cycles and in continuing education;
 - d) To contribute to scientific and technological exchange between organisations and departments involved in research;
 - e) To develop service provision activities to the community.

Chapter II – ORGANISATION OF R&D; ACTIVITIES

Article 2 (Structure and External Evaluation)

1. The Centre structures its activities at two levels: Lines of Action and R&D; Projects.
2. For the purposes of the periodic evaluation promoted by the managing entity of the National Scientific and Technological System, the Lines of Action are the level of organisation of the Centre to be evaluated.

Article 3 (Lines of Action)

1. The Lines of Action correspond to the areas of competence of the Centre and constitute its first level of organisation of R&D; activities.
2. The Lines of Action shall:
 - a) Correspond to consolidated areas of knowledge;
 - b) Possess coherence in their subject and in the methodological approaches used;
 - c) Possess adequate human resources for the performance of R&D; activities in the corresponding areas of knowledge.
3. The responsibilities of the Lines of Action are:
 - a) To promote R&D; programmes and projects that contribute to the creation of knowledge in the corresponding areas of knowledge;
 - b) To promote the organisation of scientific and technical activities and events that allow the dissemination of the area;

- c) To provide scientific support to 2nd and 3rd cycle training programmes included in the educational offer of the University.
- 4. A member of the Centre shall be linked to a Line of Action, according to his/her own choice, considering his/her area of competence and specific scientific interests.
- 5. Each Line of Action shall have a Coordinator, appointed by the Director from among its PhD researchers referred to in Article 5, paragraph 1, items a1) and a2), for three-year terms, renewable.
- 6. The creation and extinction of Lines of Action is the responsibility of the Scientific Committee of the Centre.

Article 4 (R&D; Projects)

- 1. R&D; Projects constitute the basic element of organisation of the Centre's activities. Research Projects of the Centre are considered to be scientific or technological research activities with well-defined objectives, of limited duration and with execution scheduled over time, carried out in whole or in part in the Laboratories assigned to the Centre or to the Department of Textile Engineering, whose proposals have been submitted by a researcher of the Centre.
- 2. There may be different types of projects, namely:
 - a) Projects funded by national or international science, technology and innovation funding bodies;
 - b) Projects funded by companies or other institutions;
 - c) Projects funded by units or subunits of the University;
 - d) Projects associated with master's dissertation work or doctoral theses.
- 3. The projects referred to in items c) and d) require approval by the Scientific Committee of the Centre and shall report annually on the results and progress of the work.

Chapter III – RESOURCES

Article 5 (Researchers)

- 1. The Centre considers the following categories of researchers:
 - a) Integrated Researchers – PhD researchers carrying out R&D; activities at the Centre on a permanent basis and included in the list submitted annually to the competent entity for management of the national S&T; System for funding purposes, including:
 - a1) PhD researchers belonging to the university teaching career, performing duties on a full-time basis at the University;
 - a2) PhD researchers belonging to the research career, performing duties on a full-time basis at the Centre;
 - a3) PhD researchers with fixed-term contracts or research fellows, performing duties on a full-time basis at the Centre for a period longer than one year;
 - a4) PhD researchers affiliated with a higher education or S&T; institution, national or foreign, other than the University of Minho, and with partial dedication to R&D; work at the Centre, this being their main Centre.
 - b) Collaborating Researchers – Researchers carrying out R&D; activities at the Centre, in collaboration with the Integrated Researchers referred to in items a1) and a2), namely:
 - b1) PhD researchers without affiliation to the University.
 - b2) Non-PhD researchers with fixed-term contracts or research fellows, performing duties on a full-time basis for a period longer than one year;
 - b3) 3rd cycle students developing an R&D; project leading to the submission of a doctoral thesis.

- b4) 2nd cycle students developing an R&D; project leading to the submission of a master's dissertation.
- b5) R&D; collaborators, temporarily providing relevant services to the Centre's R&D; activities.

2. Acceptance of the status and category of member of 2C2T is decided by the Scientific Committee of the Centre.

3. Maintenance of the status of member presupposes the development of research in at least one project of the Centre.

Article 6 (Financial Resources)

- 1. It is the responsibility of the Centre to manage the financial resources allocated to it in the University budget, as well as its own revenues resulting from its R&D; activities, after deduction of the institutional retentions in force.
- 2. The financial resources of the Centre consist of:
 - a) Allocations granted by the University of Minho;
 - b) Allocations granted by other public or private, national or foreign entities;
 - c) Revenues associated with tuition fees of postgraduate courses, under the terms of the internal regulations in force and of the agreements existing with the departments also involved in these training programmes;
 - d) Revenues from the provision of services to the community;
 - e) Contributions from ongoing R&D; projects at 2C2T.
- 3. In any case, the provisions established by law and by the norms and regulations of the University of Minho shall be observed.

Article 7 (Spaces)

The Centre is responsible for the allocation of the spaces assigned to it.

Chapter IV – GOVERNANCE

Article 8 (Governing Bodies)

- 1. The governing bodies of the Centre are:
 - a) The Scientific Committee;
 - b) The Coordinating Committee;
 - c) The Director.
- 2. The Centre has, as an advisory body, the External Advisory Committee.

Article 9 (Scientific Committee)

- 1. The Scientific Committee is the collegiate governing body of the Centre.
- 2. The Scientific Committee is composed of all the integrated researchers of the Centre.
- 3. The Scientific Committee operates in Plenary or in subcommittees, of a permanent or occasional nature, whose constitution, composition and competences shall be approved by the Plenary or by the Coordinating Committee.
- 4. The competences of the Plenary of the Scientific Committee are:
 - a) To issue opinions on the Activity Plan and budget, the Activity Report and the accounts, after analysis of the opinion of the External Advisory Committee;

- b) To issue opinions on the creation, restructuring or extinction of teaching projects in which the Centre is involved;
- c) To issue opinions on the creation, restructuring or extinction of Lines of Action;
- d) To issue opinions on the lecturers responsible for the curricular units in which it is involved;
- e) To issue opinions on the acceptance of master's dissertation plans and doctoral theses;
- f) To issue opinions on the composition of the External Advisory Committee;
- g) To approve the admission and dismissal of members of the Centre;
- h) To elect the Director of the Centre;
- i) To approve the proposal for the Regulations of the Centre;

j) To issue opinions on all other matters submitted to it by the Coordinating Committee or by the Director.

5. The Plenary of the Scientific Committee meets ordinarily three times a year and extraordinarily when convened by the Director, or at the request of at least one third of its members, in writing and indicating the matters they wish to see addressed.

6. The Plenary of the Scientific Committee may delegate to the Director or to the Coordinating Committee the competences it deems appropriate for its proper functioning.

Article 10 (Coordinating Committee)

1. The Coordinating Committee is composed of the Director of the Centre, who presides, the Deputy Director and the Coordinators of the Lines of Action of the Centre, with the Deputy Director having voting rights only when replacing the Director.

2. The Coordinators of the Lines of Action are appointed by the Director from among its PhD researchers referred to in Article 3, paragraph 5, after hearing them.

3. The Coordinating Committee is responsible for:

- a) Ensuring the management of the Centre and the Lines of Action;
- b) Proposing the Activity Plans and the Budget Proposals of the Centre and of the Lines of Action;
- c) Preparing the Annual Activity Report of the Centre;
- d) Promoting the establishment of the External Advisory Committee, after hearing the Scientific Council of the Centre, and ensuring its operation;
- e) Defining the rules and criteria for coordination and allocation of resources;
- f) Taking all appropriate measures to pursue the objectives of the Centre and its proper functioning and responding, in due time, to the issues raised by the bodies of the University.

4. The Coordinating Committee meets ordinarily each quarter and extraordinarily when convened by the Director or at the request of one third of its members.

5. The Coordinating Committee may delegate to the Director the competences it deems appropriate for its proper functioning.

Article 11 (Director of the Centre)

1. The Director of the Centre is elected from among the researchers of the Centre referred to in Article 5, paragraph 1, items a1) and a2).

2. The Director is responsible for:

- a) Representing the Centre;
- b) Appointing the Coordinators of the Lines of Action;

- c) Convening and presiding over the Scientific Committee, the Coordinating Committee and any ad hoc subcommittees created;
- d) Submitting to the Scientific Committee the proposal for the Activity Plan and budget and the annual Report, to be presented to the School;
- e) Managing the human, financial and material resources of the Centre;
- f) Ensuring the holding of the elections provided for in the statutes of the School and submitting the respective results to the governing bodies of the School;
- g) Executing the delegations of powers assigned to him/her by the bodies of the School.

3. The term of office of the Director lasts three years and is renewable.

4. The Director is assisted by a Deputy Director, who shall ensure his/her functions in case of absence or impediment.

5. In cases of vacancy, resignation or removal of the Director, the most senior PhD researcher in full-time service, of the highest category, shall assume the position, unless this is the Director. In this case, his/her replacement shall be ensured by the second most senior PhD researcher of the highest category in the seniority list of the Centre, who shall organise a new electoral process within a maximum period of thirty days.

Article 12 (Scientific Advice)

1. The Centre has an External Advisory Committee, composed of individuals of recognised merit, which assesses the functioning of the Centre based on an annual visit and on the Plans and Reports, and advises its governing bodies on matters related to the strategy, policies and structure of the Centre.
2. The External Advisory Committee is composed of a minimum of three experts, specialists in the scientific areas of the Centre, expressly invited for this purpose, and should normally include foreign researchers.

Chapter V – FINAL AND TRANSITIONAL PROVISIONS

Article 13 (Revision of the Regulations)

These Regulations may be revised at any time by the Scientific Committee of the Centre, and the revised version must be approved by a simple majority in a meeting expressly convened for this purpose.

Article 14 (Omissions)

In all matters not provided for in these Regulations, the Scientific Committee shall decide, observing the guidelines of the governing bodies of the School and the University.

Article 15 (Entry into Force)

These Regulations shall enter into force after their approval by the governing bodies of the School.