

UNIVERSIDADE CATÓLICA PORTUGUESA Porto Regional Centre
Católica Porto Business School (FEG/CPBS)

Research Centre in Management and Economics

- CEGE -

Chapter I

General Provisions

Article 1

(Character)

1. The Research Centre in Management and Economics (CEGE) is a research unit within the Católica Porto Business School (FEG/CPBS) of Universidade Católica Portuguesa (UCP). It was established to conduct scientific research in Economics and Management and in other related areas.
2. CEGE is governed by UCP's bylaws and by this regulation.
3. CEGE does not enjoy administrative and financial autonomy.

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Article 2

(Headquarters)

CEGE operates under the responsibility of the Presidency of the Porto Regional Centre and is part of it for administrative and general coordination purposes.

Article 3

(Purpose)

1. CEGE seeks to achieve the following aims:
 - a) Develop scientific research projects;
 - b) Support in submitting applications for public and private funding of scientific projects;
 - c) Disseminate and publish research findings;
 - d) Organise congresses, conferences, seminars, lecture cycles and other scientific meetings;
 - e) Promote and establish research networks and scientific partnerships with equivalent institutions, at home and abroad;

f) Accomplish other tasks entrusted to it by FEG /CPBS and UCP's governing bodies within its objectives.

Article 4

(Organisation of scientific activities)

1. CEGE is organised in research groups whose members conduct scientific research in the same area of knowledge.
2. Each research group is coordinated by a principal investigator (PI), approved by CEGE's scientific council for a renewable three-year period.
3. CEGE members must be part of at least one research group and may be affiliated to more than one group whenever there are overlapping research interests.
4. The existence of research groups does not preclude the development of other projects involving several groups.

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Article 5

(Revenues and costs)

1. The following are to be considered as CEGE revenue:
 - a) Allocations made by the UCP, directly or through the FEG/CPBS
 - b) Allocations and allowances made by funding agencies;
 - c) Grants from public and private entities;
 - d) Other grants and allocations.
2. CEGE's costs are those resulting from the Centre's activity in compliance with existing legislation and regulations.

Article 6

(Cooperation arrangements)

To achieve its objectives and implement its activities, CEGE may establish cooperation arrangements with equivalent institutions, at home and abroad.

Chapter II

Membership

Article 7

(Categories of membership)

1. CEGE is composed of two membership types:

- a) Full members
- b) Collaborators

Article 8

(Full members)

1. Researchers with contractual employment link with FEG/CPBS and who, cumulatively, fulfil the conditions below shall be eligible to be full members to CEGE:

- a) Have been awarded a doctoral degree;
- b) Are not full members of other research centres funded by Fundação para a Ciência e a Tecnologia (FCT);
- c) Continue to conduct, in a regular and verifiable way, relevant scientific activity that produces scientific evidence that fulfils the criteria specified in the Annex to this regulation.

2. Provided that they comply with the requirements described in paragraph 1 of this article, researchers from other institutions who, cumulatively, fulfil the conditions below shall be eligible to be full members to the Centre:

- a) Have been duly authorised by their institution of origin;
- b) Take part in CEGE's projects;
- c) Have been approved as full members by CEGE's Scientific Board.

3. Every year the analysis of the full members' outputs of the last 5 years is undertaken to verify the compliance with the criteria in the Appendix.

Article 9

(Collaborators)

1. Researchers who take part in projects developed by the Centre and who have been approved by CEGE's Scientific Board shall be eligible to be CEGE's collaborators.

Article 10

(Admission policy and termination of membership)

1. Admission of new members to the Centre is automatic for those faculty members of FEG/CPBS that fulfil the criteria in article 8.
2. The CEGE scientific board or the Director may propose names to be admitted as full members or collaborators.

2. Membership of CEGE shall cease under the following circumstances:

- a) By request of the party concerned presented to the Director of CEGE;
- b) By the non-fulfilment of the criteria specified in article 8.

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Article 11

(Membership rights)

1. Members of CEGE shall be entitled to:

- a) Take part in the Centre's scientific activities;
- b) Benefit from the Centre's support in submitting applications for public and private funding of scientific projects;
- c) Benefit from the Centre's support in organising congresses, conferences, seminars, lecture cycles and other scientific meetings.

Article 12

(Membership duties)

1. Members of CEGE shall have a duty to:

- a) Cooperate in the Centre's scientific activities;

- b) Carry out the tasks for which they were designated;
- c) Report annually on their scientific activity;
- d) Respond diligently and in a truthful and swift way to all the requests for cooperation and information from any of the Centre's bodies;
- e) Mention membership of CEGE in all work that stems from research activities.

Chapter III

Composition

Article 13

(Governance structure)

1. The Scientific Board, the Board of Directors, the Director and the External Scientific Monitoring Committee (CEAC) make up the governance structure of CEGE.

Article 14

(Scientific Board)

1. The Scientific Board consists of all the full members of CEGE.
2. The Scientific Board shall be chaired by the Director of CEGE.

Article 15

(Scientific Board Responsibilities)

1. The CEGE's Scientific Board responsibilities shall be:
 - a) Approve its internal Bylaws.
 - b) Participate in the definition of the Centre's research activities in accord with UCP's scientific policy and with the guidelines set by FEG/CPBS's Scientific Council;
 - c) Approve the Centre's research projects (??);
 - c) Deliver an opinion on the constituent elements of CEAC;

- d) Deliver an opinion on the programmes for the dissemination of the Centre's activities;
 - e) Deliver an opinion on the Centre's activity plan and on its annual activity report;
 - f) Deliver an opinion on the Centre's budget;
 - g) Deliver an opinion on the Centre's annual execution report;
 - i) Approve the setting up or termination of research groups;
 - j) Approve the proposal of the director for the researchers in charge of coordinating the research groups (PIs);
2. CEGE's Scientific Board shall meet ordinarily once a year and exceptionally whenever convened by CEGE's Director or at the request of at least half of the Centre's full members.
3. The CEGE's Scientific Board decisions shall be taken by a simple majority of those present and voting.

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Article 16

(Board of Directors)

1. The Board of Directors consists of CEGE's Director and of the coordinators of each research group.

Article 17

(The Board of Directors Responsibilities)

1. The Board of Directors shall be responsible for:
- a) Ensuring the Centre's guidance and daily management, in collaboration with the Director;
 - b) Drawing up the Centre's activity plan and the annual activity report and submitting them to CEGE's Scientific Board;
 - c) Approving the Centre's budget;
 - d) Approving the Centre's annual execution report;
 - e) Drawing up proposals for the setting up and termination of research groups;
 - f) Proposing and defining the constituent elements of CEAC;

g) Performing the duties assigned by the Director;

h) Enforcing compliance with this Regulation.

2. The Board of Directors shall hold ordinary meetings twice a year and shall meet exceptionally whenever convened by CEGE's Director.

Article 18

(Director)

1. Only CEGE's full members who are permanently employed at UCP can be appointed to the post of Director of the Centre.

2. CEGE's Director shall be appointed by the Rector on a proposal from FEG/CPBS's Director.

3. CEGE's Director's term of office shall be three years with the possibility of reappointment for an equal period of time.

4. The Director shall be substituted during the Director's absences and impediment by the coordinator of one of the research groups designated by the Director.

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Article 19

(Director's Responsibilities)

1. CEGE's Director shall be responsible for:

a) Representing CEGE and ensuring that it is linked together with FEG's Scientific Board and with other bodies of FEG/CPBS and UCP;

b) Guiding and managing the Centre's activities in compliance with the regulations and decisions of its Scientific Board and Board of Directors;

c) Convening and chairing the meetings of the Board of Directors and of CEGE's Scientific Board;

d) Drawing up the Centre's activity plan and the annual activity report;

e) Establishing the budget and drawing up the Centre's annual execution report;

f) Providing the best conditions to ensure the proper functioning of CEAC;

- g) Ensuring the follow-up of the decisions taken by UCP and FEG's competent bodies;
- h) Overseeing the employees and other agents or administrative staff working for the Centre;
- i) Advertising the Centre's existence and scientific activities.

Article 20

(External Scientific Monitoring Committee)

1. CEGE shall have an External Scientific Monitoring Committee (CEAC) composed of three to five key internationally renowned personalities external to UCP.
2. CEGE's CEAC shall be responsible for:
 - a) Reviewing the functioning of CEGE and giving an opinion on the Centre's activity plan, annual activity report, budget and annual execution report.
 - b) Making regular appraisals of the Centre's activities.
3. The personalities that make up CEGE's CEAC shall be appointed for a three-year period by CEGE's Scientific Board on a proposal of the Board of Directors.
4. CEAC shall meet regularly once a year as convened by CEGE's Director.

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Chapter IV

Final provisions

Article 21

(Amendments to the regulation)

CEGE Scientific Board is responsible for all amendments to this regulation, following the advice of FEG/CPBS's Director and CEGE's Board of Directors and Scientific Board.

Article 22

(Entry into force)

This regulation shall enter into force immediately after its approval by the Scientific Council of CEGE. and shall replace all existing rules

APPENDIX

1. For the purposes of article 8, paragraph 1, subparagraph c, the elements below are considered research evidence:

- a) Scientific papers published in international journals with scientific refereeing;
- b) Books; special issues of journals with substantial input provided by the researcher; book chapters, including contributions to conference proceedings with publication of the paper in full and with an ISBN number;
- c) Participation in external financed projects as a principal researcher.

2. For the purposes of article 8º, subparagraph c), research outputs of CEGE members are assessed every year, and any of the two alternatives below are considered evidence of continued relevant scientific activity conducted in a regular and verifiable way:

- a) 4 pieces of research evidence delivered in the last 5 years. At least 2 of those pieces must be scientific papers published in international journals with scientific refereeing and belonging to one of the following databases and/or rankings: ISI Web of Knowledge; SCImago Journal & Country Rank; ABS (Association of Business Schools);
- b) 4 research outputs delivered in the last 5 years, with only 1 scientific paper published in an international journal with scientific refereeing provided that the latter is a level 4 journal according to the ABS ranking.

3. For researchers who have obtained their doctoral degree in the 3 years leading to the moment when CEGE's assessment process by FCT is finished, the delivery of at least 2 research findings is considered evidence of continued relevant scientific activity. In such case, one of these findings should be a scientific paper published in international journals with scientific refereeing entered in one of the following databases and/or rankings: ISI Web of Knowledge; SCImago Journal & Country Rank; ABS (Association of Business Schools); the other can be the doctoral thesis.