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On behalf of the University of Vienna, we welcome you as a member of the Scientific Advisory Board of one of our faculties or centres. We very much appreciate your support and are sure that you will contribute with your knowledge and experience to the development of one of the University’s faculties or centres.

As mentioned in our invitation letter, the University of Vienna has fundamentally reorganised its academic and administrative structure in accordance with the Universities Act 2004/2005. As part of this reorganisation, the University redefined its profile by putting stronger emphasis on research excellence, on raising its teaching quality and on improving its management capacity.

Simultaneously, scientific advisory boards (SABs) of all faculties and centres were established to advise the deans in planning the development of teaching and research at the respective faculties and centres. Over 60 researchers from all over the world are currently active in the SABs and have proven to be of valuable support to the leadership of our faculties and centres. However, past experience has also shown that many experts from abroad find it difficult to understand the Austrian tertiary educational system and the situation at the University of Vienna, which differs in many points from systems in the rest of the world. This can make the assessment of a faculty’s or a centre’s situation or the formulation of specific recommendations difficult, especially since many key factors are determined by Austrian federal law. To name only one example of major importance: Austrian universities must in general not limit the number of students entering the University but have to accept all eligible students, even on doctoral level.

In order to support you in getting acquainted with the situation in Austria and at the University of Vienna, this Orientation Handbook shall provide a basic overview of the strategic aims and the governance structure of the University of Vienna. We hope that the handbook will help you to contextualise the specific situation of the Faculty or Centre you are affiliated with and to understand the framework conditions under which the deans are proceeding with their policies.

Let us express again our appreciation for your willingness to support the University of Vienna as a member of one of its scientific advisory boards. We hope that you will always regard the time you spend in Vienna as fruitful and worth the effort!

Kind regards,

Heinz W. Engl
Rector

Heinz Faßmann,
Vice-Rector for Research and International Affairs

Welcome Address
Scientific Advisory Board (SAB) Terms of Reference

1. Each Faculty/Centre should be advised by a Scientific Advisory Board (SAB) regularly and in general terms on the scientific profile and organisational development of the Faculty/Centre and its subunits, as well as in the preparation of its Development Plan. This task of the SAB is separate from any periodic evaluations (“informed peer review”) undertaken by the University. The SAB will not undertake any formal evaluations.

2. The SAB consists of 3-5 members, proposed by the Faculty/Centre on the basis of their scientific, administrative and leadership experience in fields covering those of the Faculty/Centre and appointed by the Rectorate for a term of four years, renewable once.

3. The SAB selects a Chairperson among its members. The Dean, in coordination with the Chairperson, sets the dates and draft agendas of the SAB meetings. The Chairperson chairs the SAB meetings and is supported by the Dean’s Office in issuing any resulting SAB reports or recommendations in a timely manner.

4. The SAB shall meet physically at least once every year. Additional meetings in person or by correspondence may be held, if required, to support the Faculty/Centre in the preparation of development plans and other documents of importance for strategic planning. Meetings with members of the Rectorate are welcome.

5. In conjunction with its formal meetings, the SAB is also encouraged to hold face-to-face meetings with the subunits of the Faculty/Centre and their (junior and senior) staff and students to discuss and remain informed of current developments and concerns.

6. As part of its vision for the future of the Faculty/Centre, the SAB may advise on desirable improvements in the composition of the academic staff, including the academic directions to be driven by future openings for full professors and tenure track positions. SAB members with appropriate backgrounds may be asked to participate in search committees for candidates for such positions.

7. The SAB will report its findings and recommendations to the Dean; parts of the report may be forwarded to the Rector. Normally, SAB reports will be disseminated within the Faculty and may be discussed within faculty conferences. If needed, the SAB may make confidential comments on specific issues to the Dean.

8. At least one month before its next meeting, the SAB shall receive a succinct report from the Faculty/Centre on actions taken in response to its previous recommendations.
The University of Vienna Today – Strategic Aspects

Overview

The University of Vienna was founded by Duke Rudolph IV in 1365. It is the oldest university in the German-speaking world and one of the largest in Central Europe. The University of Vienna celebrated its 650th anniversary in 2015.

Currently, about 94,000 students, of whom approximately 29% have an international background, are enrolled at the University of Vienna in 175 degree programmes, (56 bachelor’s, 104 master’s, 2 diploma and 13 PhD programmes).

With 9,600 employees, 6,800 of whom are academics and about 1,500 of whom are financed with the aid of third-party (i.e. external) funding, the University of Vienna is the largest teaching and research institution in Austria and ranks among the largest employers in the region of Vienna.

The University of Vienna is a research university with a high international profile. It is conscious of its roots – in particular local traditions – and at the same time understands research as a challenge that goes well beyond its location. In this regard, and as the largest institution of the tertiary sector in the German-speaking countries, it strives to maintain its historically grown tradition where it has proved successful and, at the same time, to venture into new and innovative research fields. The University of Vienna is committed to basic research open to application and, through its research activities, to the necessity of contributing to the acquisition of academic knowledge and to the solution of major societal challenges.

Another goal is to attach appropriate importance to application-oriented and applied research in line with the possibilities of the subject area. In this way, the University of Vienna aims to play a more active role in the innovation process and, in this context, sees as one of its tasks the training of young people for economy and society who have the key innovation competence to identify and analyse problems properly and to contribute to solving them. In research-led courses, students are taught cutting-edge research and open-mindedness to future issues. Application-oriented research also plays a role in teaching and preparing graduates for their professional career.

The University of Vienna is the largest research institution of Austria with more than 130 “bottom-up” key research areas which are defined by the faculties in the development planning process, almost 2,500 publications in the Web of Science per year and more than 250 EU projects, each of them involving up to 30 international partners from research and industry.

A total of 35 ERC grants that have been awarded since the establishment of the European Research Council (ERC) testify to the high quality of research. The ERC grants have been conferred on academics who are active in many different subject areas ranging from life sciences and quantum physics to mathematics and the humanities. The University of Vienna is confident that it can continue to exploit its potential in the field of ERC accordingly.

The academics of the University of Vienna are also very successful in the allocation of national funding sources and obtained 22% of the funding budget of the FWF (Austrian Science Fund – the largest funding source for basic research in Austria) in 2015.

Research and teaching are intrinsically related to each other. Research is both a leading factor in the design of the degree programmes and the concrete contents of what is being taught. The place in the University where this fundamental idea is put into practice is the 15 faculties and 4 centres which cover a wide range of disciplines: from Catholic and Protestant theology, law, business and economics, computer science, historical and cultural studies, philological and cultural studies, philosophy and education, psychology, social sciences, mathematics, physics and chemistry, earth sciences, geography, astronomy, life sciences, translation studies, sport science, molecular biology and teacher education.

The University of Vienna has more than 60 locations, its centre being the historic Main Building on the Wiener Ringstrasse. This building houses the university management, the Main Library, administrative institutions, various departments and some of the deans’ offices as well as many lecture halls, such as the Audimax, the largest lecture hall in the University offering seats for 1,500 students. Another important centre is the University Campus nearby, where most of the humanities departments, in addition to the new Hörsaalzentrum (lecture hall centre), are located. Other university departments are grouped in the vicinity, such as the Universitätszentrum (university centre) in Althanstrasse, the Faculties of Business, Economics and Statistics; and Mathematics on Oskar-Morgenstern-Platz, the Juridicum (Faculty of Law) in Schottenbastei and the building in Schenkenstrasse behind the Burgtheater.

Other university sites of major importance are the Campus Vienna Biocenter in Dr.-Bohr-Gasse and the Centre for Sport Science and University Sports Auf der Schmelz.
The University of Vienna regards its international orientation as a major resource for cooperation and competition and actively strives to establish new cooperation schemes with internationally attractive academic institutions based on existing cooperative relationships between particular areas or individuals.

The University of Vienna has 74 partners at university level, including the University of Chicago, Stanford University, the Australian National University, the Hebrew University of Jerusalem and the Fudan University in Shanghai. Last year new contracts were signed mainly with universities in Asia and Latin America.

The University of Vienna is part of the European ERASMUS programme and member of several international networks such as ASEA-UNINET, the Network of Universities from the Capitals of Europe (UNICA) and the European University Association (EUA). The University of Vienna has an ERASMUS partnership with over 350 universities in Europe.

Nearly 30 % of its students and more than a third of all academic staff (38.6 %) have an international background. Among the group of academic staff financed through third-party funding, the number of international staff (53.3 %) is higher than the number of researchers who have an Austrian citizenship. Among the professors appointed during the last years, approximately 75 % come from countries other than Austria. Students from approximately 130 countries attend more than 10,000 lectures and courses at the University of Vienna every year.

The Financial Situation of the University of Vienna

Income from federal sources (including reimbursement of costs for the loss of tuition fees) accounted for some 80 % of the total revenues of the University of Vienna. The basic economic conditions of the University of Vienna are therefore decisively influenced by the performance agreements that are concluded with the Federal Ministry of Science, Research and Economy: Sufficient federal funding is a basic prerequisite for creating appropriate study and teaching conditions and providing an efficient research infrastructure. The situation at the University of Vienna is especially challenging. Some 30 % of Austrian students are enrolled at the University of Vienna, but its budget share by comparison is only around 15 %.

To achieve its objectives, the University of Vienna needs to substantially increase its budget on a permanent basis to be able to employ additional staff and set up related infrastructure, with the goals of reaching – over the whole University – the quantitative student-teacher ratios which are common in the field of teaching at comparable foreign universities, improving study conditions as well as providing competitive framework conditions in research for internationally visible leading-edge research. The funding of teaching is particularly dependent on the provision of sufficient budget funds by the Federal Government. Although federal funding has risen continually in recent years based on absolute figures, recently its growth has not been able to keep pace with the influx of students continues. Although contributions towards overheads are increasingly financed in such projects, these funds cover only a part of the overheads and are also used to cover funding gaps, which arise to a considerable extent in some European programmes such as Marie Skłodowska-Curie.

The University of Vienna had and has distinctly unfavourable quantitative student-teacher ratios in some, mainly social science programmes. Under the current framework conditions, the University of Vienna can, at best, maintain the quantitative student-teacher ratios – which are not in line with international standards – at a constant level, in some programmes even this represents a major challenge as long as the framework conditions do not change and the influx of students continues. Although appropriate student-teacher ratios can already be observed in some disciplines in the field of natural sciences, these subjects also require substantial funding for investment-related resources (such as laboratory capacity) and associated staff resources.
In some areas of the life sciences both problems can be observed simultaneously. A gradual improvement of quantitative student-teacher ratios is needed to meet standards common at European universities that are relevant for comparison. Therefore, the University of Vienna considers it indispensable that a system be implemented which covers the full costs for the studies of all students in line with a capacity-oriented funding scheme for the global budget, as has been developed jointly by Universities Austria and the Federal Ministry of Science, Research and Economy (BMWF) and, based on which, the real costs of teaching should be financed.

At the University of Vienna, the research sector urgently needs to modernise its equipment infrastructure. It would additionally be necessary to provide the FWF – which is also still underfunded compared with Switzerland, for example – with more resources, and gradually to switch over to full cost funding of its projects.

It can be expected that the introduction of a capacity-oriented funding system – in the form of teaching capacity-based funding and full cost funding – in research cannot be launched, for financial reasons, before the next but one performance agreement period from 2019 onwards.
Governance and Autonomy

The University of Vienna has undergone significant changes in recent years also with regard to its management structure and the degree of autonomy it enjoys. Historically speaking, the University has had to adapt to three Universities Organisation Acts since 1975:

- Under the 1975 Universities Organisation Act (UOG 1975), which governed the University until 1999, the University was a subunit within the overall state structure. Decision-making at the University took place in a large number of collegial bodies that allowed for the participation of large groups of university staff and students. However, the most important decisions (e.g. the appointment of professors) were ultimately reserved for the Federal Ministry of Science, Research and Economy. In Austria, all universities are federal universities.

- The 1993 Universities Organisation Act (UOG 1993), which governed the University from 2000 to 2003, already reduced the decision-making power of the Federal Ministry and transferred certain decisions to the University, while balancing internal decision-making power between collegial bodies and responsible officers. The departments of the University (excluding those of the Faculty of Medicine) enjoyed a certain level of autonomy vis-à-vis university leadership. The University continued to be part of the overall state structure.

- Under the 2002 Universities Act (UG), which has governed the University since 2004, the University is a separate legal entity, distinct from the State. Pursuant to this Act, the former Faculty of Medicine of the University of Vienna was reorganised as a separate university. Key aspects of this Act include:
  - Universities are no longer agencies of the State without legal capacity; they enjoy a high level of autonomy vis-à-vis the State but remain in the domain of public law and are “legal persons under public law”.
  - The triangle of Rectorate, University Board and Senate constitute the university leadership.
  - The Federal Government is responsible for providing the basic funding of the University in the form of the so-called ‘global budget’. Resources are allocated on the basis of performance agreements. To some extent the budget is dependent on performance indicators. However, the Federal Government is no longer liable for the debts of the University. The financial affairs of the University are managed by the Rectorate and supervised by the University Board.
  - Universities are free to determine their own strategic goals, their internal organisation structure, their degree programmes and can appoint their own academic and administrative personnel.

However, matters concerning degree programmes continue to be regulated by federal law. In general, the University cannot limit the number of students but must accept every eligible student, a rule which also applies to doctoral candidates. Public universities in Austria charge a small tuition fee on a per-semester basis depending on whether the student is a citizen of an EU member state or not. Currently, all students from EU countries are exempted from paying tuition fees at public universities. Only students who exceed the period of study defined in the curriculum by more than two semesters and students from non-EU countries have to pay tuition fees (EUR 363.36 or EUR 726.72 respectively, per semester).
University Governance

As mentioned above, the Rectorate, University Board and Senate constitute the University’s leadership.

- The Rectorate manages the University and develops the strategic guidelines for the University which are specified in the Development Plan, the performance agreements concluded with the Federal Ministry and the target agreements concluded with the faculties/centres, directors of studies and university divisions. The Rectorate consists of the Rector and up to four vice-rectors. For the October 2015–September 2019 term of office, the Rectorate consists of Rector Heinz W. Engl, Vice-Rector Heinz Faßmann (Research and International Affairs), Vice-Rector Christa Schnabl (Educational Affairs) and Vice-Rector Regina Hitzenberger (Infrastructure).

- The University Board, whose members must not be employees of the University, elects the Rector and the vice-rectors for a term of four years and may dismiss them for good cause. It approves the Development Plan drawn up by the Rectorate. It approves the guidelines for financial management, appoints an auditor to audit the financial statements of the University and approves any non-current liabilities. The University Board consists of nine members, four appointed by the University and four appointed by the Federal Government. The ninth member is elected by the eight appointed members. The current University Board is active until February 2018 and is headed by Eva Nowotny.

- The Senate specifies the curricula for the degree programmes, participates in procedures for awarding an authorisation to teach (venia docendi, habilitation) and in procedures for the appointment of professors. For these matters, the Senate establishes collegial bodies. The Senate is elected by the members of the University for a duration of three years. Of its 18 members, 9 are professor representatives, 4 are elected representatives of academic staff (excluding professors), 4 are student representatives, and one member is from the non-academic university staff. The current Senate is active from October 2016 until September 2019 and is headed by Michael Viktor Schwarz.

All three management units are supported by the Offices of the Rectorate, of the University Board and of the Senate which cooperate closely to ensure a successful interaction among the university leadership. More specifically, the Office of the Rectorate supports the Rector and vice-rectors in the preparation and implementation of strategic decisions and strategic measures; the Office of the University Board organises the meetings of the University Board and supports all of its members in fulfilling their duties; and the Office of the Senate supports all appointed members of the Senate, especially in the development of curricula for degree programmes and in study-related legal matters.

Academic Autonomy

Development Plan

The University’s academic profile is defined by its Development Plan. Apart from outlining the strategic orientation of the University in research, teaching and management, the Development Plan is concerned with the assignment and definition of professorial positions, with the number of professorial and tenure track positions in general and with the degree programmes to be established or to be discontinued.

The Development Plan sets standards for the targets of the coming years and forms the basis for the performance agreement concluded with the Federal Ministry responsible for determining the allocation of funds to our University.

Written by the Rectorate (with input from the faculties and centres), the Development Plan is submitted to the Senate for acceptance before being approved by the University Board. The Development Plan usually sees one larger-scope revision every three years, with one small revision in between. The Development Plan prepared in 2017 shall extend to the year 2024 and forms the basis for the performance agreement (to be negotiated in 2018) for the 2019–2021 three-year period. Likewise, three years later, the Development Plan to be prepared in 2020 shall extend to the year 2027 and forms the basis for the performance agreement (to be negotiated in 2021) for the 2022–2024 three-year period.

Financial Autonomy

Performance Agreements

Every three years, the Federal Ministry of Science, Research and Economy and the Rector conclude a performance agreement which defines the global budget to be allocated to the University for the next three-year period and the targets to be achieved by the University. The University Board has to accept the draft of the performance agreement and gives an opinion on the result of the negotiation process prior to its conclusion. Once a performance agreement is signed, the universities are free, within the limits of their tasks and the performance agreements, to use their global budgets as they see fit.

The Rectorate has to prepare a performance report/intellectual capital report (containing several indicators which are defined by regulation of the Minister) and financial statements every year.

Target Agreements

On the basis of the aforementioned performance agreement concluded between the Federal Ministry of Science, Research and Economy and the Rectorate either annually or every two years, target agreements are signed by the Rector and the heads of the faculties and centres which define their budget allocations. In studies and teaching matters, the target agreements are concluded between the Rectorate, the heads of the faculties and centres and the directors of studies in the relevant fields of study.

On the basis of the target agreements, the deans of the faculties or centres allocate resources to the subunits and supervise the performance of the subunits as part of the annual discussions with professors and all habilitated staff members.
As part of its autonomy, the University is free to decide on the number of employees, and their level of qualification, and is only limited by the budget available (and by the restrictions of labour law). As a consequence of the 2002 Universities Act, all new staff members hired since 2004 are either on fixed-term or permanent contracts and are no longer federal civil servants.

When there is a vacancy, the Head of the Faculty or Centre decides whether a post is to be advertised in the same subunit (department) or at another subunit. He/she decides (with the consent of the Rectorate) whether one or more posts of different skill levels are advertised, or whether the budget for the posts is allocated to other purposes.

The available types of employment contracts (including the possibility for tenure track), the respective amount of salary and related matters are regulated in a legally binding collective agreement for all Austrian universities. Alongside these university employees, there is still a non-negligible, albeit declining number of federal civil servants who are assigned to service at the University.

The collective agreement requires the University to draw up an internal structure plan, which has to contain, for each faculty and centre, the number of tenure track positions that may be advertised at this Faculty/Centre. This internal structure plan is prepared in annual meetings between the Head of the Faculty or Centre and the member of the Rectorate responsible for human resources against the background of the performance agreement agreed upon with the Federal Ministry. The total number of tenure track positions also has to be specified in the Development Plan.

Tenure Track

As of 31 December 2015, the University has had 73 tenure track postdoc positions. This number will grow slowly within the next few years with postdocs on tenured civil service positions, stemming from the situation before 2004, going into retirement. Furthermore, a full professor position can be converted into a new tenure track position (plus a predoc or half-time post-doc position) after the full professor retires. Tenure track positions are advertised by the Rectorate and open to postdocs two years after graduation from their doctoral studies. Tenure track positions must be advertised in an internationally visible procedure (similar to positions for university professors). The selection process includes external evaluation of the candidates and dual decision-making at the level of the Vice-Rector for Research and International Affairs as well as the Rector. Successful candidates will be offered a contract defining their rights and duties during up to two initial years. During these two years the Dean can decide together with the professors of the respective fields whether or not to offer tenure. If yes, the University will sign a qualification agreement with the position holder in which he/she defines the field of research and the indicators for a successful career for the next four years. Upon positive evaluation at the end of the qualification period, the assistant professor will be promoted to associate professor. The personnel profile of a tenure track position is thus characterised by the fact that the holder of such a position is entrusted with research and teaching tasks in the same way as a professor. Associate professors whose tenure track position was advertised in 2016 or later automatically belong to the group of university professors. Furthermore, all associate professors may apply for one of the professorial positions advertised by the Rectorate. The Rectorate may also, to promote the attractiveness of tenure track positions at the University of Vienna, advertise a number of professorial positions without predetermined subject dedication for which only associate professors of the University of Vienna may apply.

Quality assurance plays a vital role when tenure track positions are filled and qualification agreements are concluded and assessed. The appointment proposal submitted to the member of the Rectorate who is responsible for personnel issues is prepared by a panel which is chaired by the member of the Rectorate who is responsible for research and comprises the (Vice-)Dean as well as professors from related fields. The appointment proposal is based on a comparative international appraisal. International reviewers are also involved in the assessment of the fulfilment of qualification agreements and in assessing the associate professors’ applications for professorial positions without predetermined subject dedication.

Appointment of Professors

In order for a full professor position to be allocated on a permanent basis for longer than five years or for an initially limited time with the possibility of permanent extension, the subject dedication of each specific position must be specified in the Development Plan of the University. Based on input received from the faculties and centres, and taking into account the view of their respective scientific advisory boards, the Rectorate includes the position with a specific denomination in the Development Plan. All positions are publicly advertised in Austria and abroad by the Rectorate.

Nominated by the professors in the respective department, the professorial members of the Senate appoint at least two reviewers, of whom at least one must be external, for the selection process. The Rector nominates another external reviewer. Furthermore, the Senate appoints an appointment committee which has a fixed ratio of members from all different strata of the University. While reviewers are not members of the appointment committee, the appointment committee is required to ask for external evaluation of all candidates who formally abide by the requirements given in the advertisement of the position and to base its decision on the list of invited candidates on the reviewers’ expert opinions. Upon approval of the list by the Vice-Rector for Research and International Affairs on behalf of the Rector and the consent of the Equal Opportunities Working Party, candidates...
are invited to give public presentations at the University of Vienna and to introduce themselves at least to members of the department and departments of related fields, if not to other staff members.

Based on the reviewers’ expert opinions, as well as on the performance of the candidate during the public and non-public lectures and discussions, the appointment committee draws up a shortlist of the three most suitable candidates for the advertised professorship, giving reasons for its decision in a report submitted to the Rector.

The Rector selects the successful candidate from the shortlist, following a final double-check by the Unit for Quality Assurance of the University, or else remits the shortlist to the appointment committee if he comes to the decision that the appointment committee has not chosen the most suitable candidates. The Rector has the right to select one among the three short-listed candidates for a formal job offer. He then conducts the contract negotiations and concludes the employment contract including the resources allocated to the professorship with him/her together with the Head of the Faculty or Centre. Since the year 2000, there is no longer any involvement of the Ministry of Science, Research and Economy in the process of appointing professors. For a professor to be appointed for a period not exceeding five years, there is a simplified appointment procedure. Extension of such an appointment is only permissible following an appointment procedure as described above. For the tenure track position leading to a full professor position, see the section “Tenure Track” above.

Habilitation

Provided that there is evidence of outstanding academic credentials, as well as teaching ability, the University may award an authorisation to teach (venia docendi, habilitation) for an entire academic subject. In 2015, 48 candidates successfully went through the process of habilitation at the University of Vienna.

The habilitation thesis is either a monograph or a selection of already published papers submitted for evaluation by the habilitation committee. The quality of the submitted thesis or papers must be of impeccable methodological quality, contain new academic insights and demonstrate the candidate’s command of the habilitation subject and his/her ability to promote research in the respective field.

Nominated by the professors in the respective department or faculty, the professorial members of the Senate appoint at least three specialists as subject reviewers, of whom at least two must be external and who must be at least formally qualified at the same level as the candidate. Additionally, an internal expert opinion is required to assess the teaching experience of the candidate. Furthermore, the Senate appoints a habilitation committee which includes members from all groups of academic employees of the University as well as student representatives. While reviewers are not members of the committee, the committee is required to base its decision on the reviewers’ expert opinions and other opinions received. Professors of adjacent fields have the right to comment on the candidate even if they are not members of the committee. Student members of the committee are entitled to comment in oral or written form on the teaching abilities of the candidate.

In general, the habilitation neither modifies an existing employment contract nor grants the right to employment at the University of Vienna.
As of 1 January 2013, the University of Vienna implemented its new Organisation Plan improvements based on recommendations given by an international peer evaluation.

**UNIVERSITY MANAGEMENT**

- University Board
- Office of the University Board
- Rectorate
- Office of the Rectorate
- Senate
- Office of the Senate

**15 FACULTIES AND 4 CENTRES**

- Faculty of Catholic Theology
- Faculty of Protestant Theology
- Faculty of Law
- Faculty of Business, Economics and Statistics
- Faculty of Computer Science
- Faculty of Historical and Cultural Studies
- Faculty of Philological and Cultural Studies
- Faculty of Philosophy and Education
- Faculty of Psychology
- Faculty of Social Sciences
- Faculty of Mathematics
- Faculty of Physics
- Faculty of Chemistry
- Faculty of Earth Sciences, Geography and Astronomy
- Centre for Life Sciences
- Centre for Translation Studies
- Centre for Sport Science
- and University Sports
- Centre for Molecular Biology
- Centre for Teacher Education

**RESEARCH PLATFORMS**

- 17 Research Platforms

**STUDY LAW AND STUDY ORGANISATION**

- Studienräts
- 49 Directorates of Studies

**DIVISIONS**

- Vienna University Library and Archive Services
- Accounting and Finance
- Research Services and Career Development
- International Office
- Corporate Communications
- Human Resources and Gender Equality
- Postgraduate Center
- Facility and Resources Management
- Teaching Affairs and Student Services
- Conference and Event Management
- Vienna University Computer Center
- Quality Assurance
- Professors' Appointment Consulting Service
- Internal Audit

**SPECIAL BODIES**

- Equal Opportunities Working Party
- Arbitration Committee

**Faculties, Centres and their Internal Structure (Subunits)**

In order to form organisational units (faculties and centres) which are competent in their strategic planning, the University of Vienna has 15 faculties and four centres (for a list, see appendix). Faculties are academic organisational units with research and teaching duties, while centres perform special tasks for the University of Vienna or either focus predominantly on teaching or on research. As a rule, faculties are divided into subunits (departments, etc.). These constitute the internal structure of the Faculty and are the units of quality assurance for academic performance. Any change to the decided internal structure of the Faculty or Centre has to be approved by the Rector.

The head of the Faculty (the "Dean") or of the Centre is appointed by the Rector upon recommendation by the Faculty and bears responsibility for the Faculty or Centre. To fulfil his/her duties, the Dean cooperates closely with a number of vice-deans (one of whom has to be responsible for teaching) and the staff of the Dean's Office. The Dean acts as employer for all staff members except for professors, assistant professors and associate professors on behalf of the Rector. Responsibilities include: strategic planning in accordance with the Development Plan of the University and the recommendations of the Scientific Advisory Board; bargaining and finalising the target agreement with the Rectorate; dealing with day-to-day business; organisational governance such as appointing heads of subunits and coordinating research at the Faculty or Centre; allocating resources to subunits of the Faculty or Centre; exercising the role of direct superior for all academic and non-academic staff members and conducting yearly staff appraisals with them; coordinating and preparing the evaluation of the faculty performance; participation in procedures for the appointment of professors; and ensuring smooth communication within the Faculty/Centre.

The Faculty Conference elected by all strata of the faculty staff and students is composed of representatives of all groups of the respective Faculty and advises the Dean. The Faculty Conference has the right to be informed by the Dean on all relevant matters. If there is disagreement between the Dean and the Faculty Conference, the Conference can directly report to the Rector.

The head of a subunit has only those powers that the Dean decides to delegate to him/her, and such a delegation does not relieve the Dean of his/her responsibility.

**Directors of Studies**

With the implementation of the 2002 Universities Act, the University of Vienna has adopted a matrix structure (comparable to the University of Amsterdam). Degree programmes often provide for courses (compulsory or elective) from different faculties/centres. Therefore, the degree programmes and the directors of studies, who are responsible for one or more degree programme(s), (for a list of the directors of studies, see appendix) are not tied to faculties and centres but have their own structure. Depending on the number of students, directors of studies either supervise a bigger degree programme or several smaller studies. As managers of the study organisation and the courses of the degree programme, they are an interface between students, professors and the university administration. Directors of studies are responsible for a group of various degree programmes. They organise the preparation of the curriculum and also offer mentoring to students in legal and organisational matters. They are tasked with the planning and organising of the degree
programme and examination procedures, the selection of external teaching personnel as well as the quality management of courses and lessons. They must guarantee that students can proceed with their studies without delay. However, they do not have the right to impose the content taught in the courses upon teaching personnel.

The directors of studies and the vice-deans responsible for teaching in the faculties/centres affected, as the case may be, work closely together. The Director of Studies is advised by a Studies Conference, containing half representatives of the teaching staff and half student representatives, and pursues his/her task under the direct leadership of the Vice-Rector for Educational Affairs.

Research Platforms, Research Centres and Research Networks

In order to underline its research profile, the University initiated the instrument of research platforms, research centres and research networks for the advancement of especially innovative research areas and interdisciplinary research projects. Research platforms are established on the basis of an international peer-review assessment organised by the Rectorate, for a limited period of time (initially for three years), with an option of one extension (limited to three more years) after a positive interim assessment. The research projects pursued by research platforms have to be of the highest standard and must in addition open up new perspectives and develop research questions beyond academically already well-established fields. After six years, extremely successful and important research areas developed by research platforms can take the form of a more sustainable research centre. Research networks are a comparatively informal way of bringing researchers from adjacent disciplines together to enhance communication and exchange between different fields of research dedicated to areas of common interest such as environmental science, gender studies, etc.

Currently, there are 17 research platforms, two research centres and two research networks active at the University of Vienna (for a list, see appendix).

Administrative Support

Administrative support at the University of Vienna is organised under 14 divisions that serve the University and help to implement the policies of the Rectorate alongside the Office of the Rectorate. They work under the direct leadership of the respective vice-rectors or the Rector. As part of a yearly procedure they conclude target agreements with the Rector.

- Vienna University Library and Archive Services
- Accounting and Finance
- Research Services and Career Development
- International Office
- Corporate Communications
- Human Resources and Gender Equality
- Postgraduate Center
- Facility and Resources Management
- Teaching Affairs and Student Services
- Conference and Event Management
- Vienna University Computer Center
- Quality Assurance
- Professors’ Appointment Consulting Service
- Internal Audit
Appendices

- Faculties and Centres of the University of Vienna
- Directorates of Studies
- Research Platforms, Research Centres and Research Networks
- Selected Austrian Research Funding Institutions

The 15 Faculties and 4 Centres of the University of Vienna

1. Katholisch-Theologische Fakultät
   Faculty of Catholic Theology
2. Evangelisch-Theologische Fakultät
   Faculty of Protestant Theology
3. Rechtswissenschaftliche Fakultät
   Faculty of Law
4. Fakultät für Wirtschaftswissenschaften
   Faculty of Business, Economics and Statistics
5. Fakultät für Informatik
   Faculty of Computer Science
6. Historisch-Kulturwissenschaftliche Fakultät
   Faculty of Historical and Cultural Studies
7. Philologisch-Kulturwissenschaftliche Fakultät
   Faculty of Philological and Cultural Studies
8. Fakultät für Philosophie und Bildungswissenschaft
   Faculty of Philosophy and Education
9. Fakultät für Psychologie
   Faculty of Psychology
10. Fakultät für Sozialwissenschaften
    Faculty of Social Sciences
11. Fakultät für Mathematik
    Faculty of Mathematics
12. Fakultät für Physik
    Faculty of Physics
13. Fakultät für Chemie
    Faculty of Chemistry
14. Fakultät für Geowissenschaften, Geographie und Astronomie
    Faculty of Earth Sciences, Geography and Astronomy
15. Fakultät für Lebenswissenschaften
    Faculty of Life Sciences
1. Zentrum für Translationswissenschaft
   Centre for Translation Studies
2. Zentrum für Sportwissenschaft und Universitätssport
   Centre for Sport Science and University Sports
3. Zentrum für Molekulare Biologie
   Centre for Molecular Biology
4. Zentrum für LehrerInnenbildung
   Centre for Teacher Education

Directorates of Studies

1. Catholic Theology
2. Protestant Theology
3. Law
5. Computer Science and Business Informatics
6. Egyptology – Jewish Studies – Prehistoric and Historical Archaeology
7. History
8. History of Art and Architecture – European Ethnology
9. Antiquity Sciences
10. German Studies
11. Romance Studies
12. English and American Studies
15. East Asian Studies
16. Musicology – Linguistics
17. Theatre, Film and Media Studies
18. Philosophy
19. Education
20. Psychology
21. Political Science
22. Mass Media and Communication Science
23. Sociology
24. Social and Cultural Anthropology
25. Mathematics
26. Physics
27. Chemistry
28. Earth Sciences – Meteorology – Geophysics – Astronomy
29. Geography
30. Biology
31. Molecular Biology
32. Pharmacy
33. Nutritional Sciences
34. Translation Studies
35. Sport Science
36. Doctoral Programme Catholic Theology
37. Doctoral Programme Protestant Theology
38. Doctoral Programme Law
40. Doctoral Programme Social Sciences
41. Doctoral Programme Historical and Cultural Studies
42. Doctoral Programme Philological and Cultural Studies
43. Doctoral Programme Philosophy and Education
44. Doctoral Programme Natural and Technical Sciences
45. Doctoral Programme Earth Sciences, Geography and Astronomy
46. Doctoral Programme Psychology and Sport Science
47. Doctoral Programme Life Sciences
Research Platforms, Research Centres and Research Networks

Research Platforms

- Global African Diaspora Studies Platform (Faculty of Philological and Cultural Studies; Faculty of Historical and Cultural Studies)  
  Head: Adams Bodomo

- Responsible Research and Innovation in Academic Practice (Faculty of Social Sciences; Faculty of Life Sciences)  
  Head: Ulrike Keppler

- Vienna Metabolomics Center (Faculty of Life Sciences; Faculty of Chemistry; Faculty of Earth Sciences, Geography and Astronomy)  
  Head: Wolfram Weckwerth

- Nano-Norms-Nature (Faculty of Law; Faculty of Philosophy and Cultural Studies; Faculty of Historical and Cultural Studies; Faculty of Life Sciences, Geography and Astronomy)  
  Head: Angela Kallhoff

- Mobile Cultures and Societies (Faculty of Philological and Cultural Studies; Faculty of Social Sciences)  
  Head: Annette Pelz

- Elfriede Jelinek: Texts – Contexts – Reception (Department of German Studies; Faculty of Philological and Cultural Studies; Faculty of Historical and Cultural Studies; Faculty of Social Sciences)  
  Head: Pia Janke

- Marine Rhythms of Life (Centre for Molecular Biology; Faculty of Chemistry; Faculty of Life Sciences)  
  Head: Kristin Tessmar-Raible

- Active Ageing (Faculty of Life Sciences; Centre for Sport Science and University Sports)  
  Head: Karl-Heinz Wagner

- Cognitive Science (Faculty of Philosophy and Education; Faculty of Historical and Cultural Studies; Faculty of Psychology; Faculty of Life Sciences; Centre for Translation Studies)  
  Head: Franz-Markus Peschl

- Godel Research Center (Faculty of Mathematics)  
  Head: Sy-David Friedman

- Ethics and Law in Medicine (Faculty of Protestant Theology; Faculty of Catholic Theology; Faculty of Law; in cooperation with the Medical University of Vienna)  
  Head: Ulrich Körntner

- Translational Cancer Therapy Research (Faculty of Chemistry; in cooperation with the Medical University of Vienna)  
  Head: Bernhard Keppler

- Characterisation of Drug Involved Mechanisms (Faculty of Life Sciences; Faculty of Chemistry)  
  Head: Claudia Valenta

- Religion and Transformation in Contemporary European Society (Faculty of Catholic Theology; Faculty of Protestant Theology; Faculty of Law; Faculty of Philological and Cultural Studies; Faculty of Philosophy and Education; Faculty of Social Sciences)  
  Head: Kurt Appel

- Computational Science Center (Faculty of Mathematics; Faculty of Computer Science)  
  Head: Otmar Scherzer

- Erwin Schrödinger International Institute for Mathematical Physics (Faculty of Mathematics; Faculty of Physics)  
  Head: Joachim Schwerner

- European Integration Research (Faculty of Social Sciences; Faculty of Law; Faculty of Business, Economics and Statistics; Faculty of Historical and Cultural Studies)  
  Head: Gerda Falkner

Research Centres

Successful research platforms can be converted into research centres after completion of the maximum 6-year funding. Research centres are subunits of a faculty/centre and are partly funded by it. They are established following presentation of a concept that is evaluated internationally. Research centres should help to reach a critical mass in socially relevant topics at the University of Vienna and are intended to form the basis for research platforms and third-party funded projects in the pillar “Societal Challenges” of the EU’s Horizon 2020 framework programme. Research networks are funded by the participating faculties and centres.

- Human Rights (until 30 April 2017) (Faculty of Law; Faculty of Business, Economics and Statistics; Faculty of Philological and Cultural Studies; Faculty of Psychology; Faculty of Social Sciences)  
  Head: Manfred Nowak (until 31 July 2016; afterwards, it is headed by Christina Binder)

- CIRDIS – Center for Interdisciplinary Research and Documentation of Inner and South Asian Cultural History (until 31 December 2017) (Faculty of Philological and Cultural Studies; Faculty of Historical and Cultural Studies; Faculty of Earth Sciences, Geography and Astronomy)  
  Head: Martin Gaenszl
Selected Austrian Research Funding Institutions

- FWF – Austrian Science Fund: The most important funding body in Austria supports basic research, open to all academic disciplines.

- OeNB – Österrreichische Nationalbank, central bank of the Republic of Austria: Open to economics and clinical medicine, as well as social sciences and humanities. Other sciences are not supported.

- FFG – Austrian Research Promotion Agency: A merger of several, former independent Austrian research agencies with a focus on the support of applied research.

- WWTF – Vienna Science and Technology Fund: Supports basic research, innovation and application-orientated research.

- INITS: Provides seed financing for academic spin-offs. A joint project of the University of Vienna, the City of Vienna and the Vienna University of Technology.

- EU-funded projects in the 7th Framework Programme, Horizon 2020 and from other European sources.