

CERES MEMBERSHIP

In its July 2003 meeting the CERES Board has accepted the policy to change CERES from a membership to a network organization. In February 2004 the Board accepted the following new membership arrangements:

CERES

1. **Regular members**
2. **Affiliated members**
3. **Other network contacts**

1. **Regular members** are members for whom the research institutions to which they belong (founding institutions and associated institutions) register the research time with CERES and for which CERES acknowledges their research and supervision output in regular re-accreditation rounds. This research time cannot be registered with another research school, although a registered regular member can also be a regular member of another research school, for another part of their research time.

Regular members can be differentiated in four major categories:

1.1 **Senior fellows:** accepted by the CERES Board; accepted by a CERES Working Programme; at least 0.2 fte research time per year.

Annual fee: for each 0.1 fte: € 50,- (minimum 0.2 fte: € 100,-)

1.2. **Honorary fellows:** the CERES Board can nominate one person every year for honorary membership. Written nominations are to present to the Board before the first of May.

Annual fee: free

1.3. **Junior fellows:** PhD holders with a maximum of 5 years since their PhD, either **post-docs**, or **new members of research/teaching faculty** with one of the founding members or associated institutions of CERES; accepted by the CERES directorate, accepted by a CERES Working Programme, and with a 'tutor' from among the CERES senior fellows, appointed by the CERES directorate.

Research time of postdocs will be valued at half time, but registered according to paid (research) time (e.g. a postdoc with 0.8 research position will be registered as 0.8, but valued as 0.4 fte).

Annual fee: for each 0.1 fte: € 50,- but with a maximum of € 200,-

1.4. **PhD candidates:** all registered PhD candidates; accepted by the CERES directorate.

Registration fee: regular PhD candidates (including Sandwich PhD's): € 1100,-.

Free access to all CERES activities during PhD registration and up to one calendar year upon PhD graduation.

Potential members on a (re-) qualification trajectory are scholars, who want to become senior fellow, with more than 5 years since their PhD; who had not yet been accepted by the CERES board; and for whom the directorate has accepted a qualification trajectory, with a 'tutor' from among the CERES senior fellows, appointed by the CERES directorate.

2. **Affiliated members** can be differentiated in two major categories:

2.1. **Affiliated scholars, affiliated PhD candidates and research master students:** senior and junior researchers who are members of other research schools, or have equivalent research positions, who wish to be registered as CERES affiliated scholars or junior researchers, and who are accepted by the CERES directorate. They can be member of one or more of the CERES Working Programmes.

Annual membership fee for these different affiliated members is: € 150

Affiliated PhD candidates with a CERES supervisor, who want to participate in the introductory (first-year) CERES programme, have to pay € 1.200,- or affiliated PhD's without a CERES supervisor who wants to participate in the CERES introduction programme have to pay € 2.200,- for those parts they attend (in cases of over-registration, they have secondary rights of access). The same is true for (exceptional) training courses for which all CERES members pay additional fees.

Research Master students from member institutions who are accepted by the CERES directorate and registered as affiliated research master students can participate in CERES training activities (in case of over registration they also have secondary rights of access). For courses they attend full costs are being charged.

2.2 Affiliated researchers

CERES alumni (PhD alumni beyond one calendar year after their PhD graduation) can become affiliated researchers (if they are member of other research schools or equivalent positions abroad) or affiliated practitioner (in all other cases).

2.3 Affiliated practitioners: all others, working in the domains of social transformation, resource dynamics, development, international relations, multi-culturality, who wish to register as CERES affiliated practitioners, and who are accepted by the CERES directorate. They can be member of one of the CERES Working Programmes (*PhD candidates cannot be registered as affiliated practitioners; they are either full members of CERES or affiliated (junior) scholars.* Annual fee: € 150.

Upon registration (after acceptance by the CERES directorate and paying the required annual fee), CERES affiliates can freely participate in any of the CERES activities, for which CERES members don't have to pay. Senior affiliated members can register PhD candidates at CERES (who then follow the normal procedures), can make use of the restricted parts of the CERES information database, and have a right to have their products mentioned in the annual reports (on the website) and include their brief cv on the CERES website. CERES expects that affiliates share network information with their CERES colleagues, and that they participate in at least one CERES activity each year; this can be a summer school, a working programme activity, a regional or thematic meeting, or a training module.

3. Other network contacts in the fields of social transformation, resource dynamics, development, international relations, multi-culturality can be anybody, with whom CERES members have co-published, or with whom they have research and/or supervision contacts. We can differentiate three groups at three levels of geographical scale: PhD candidates, researchers and practitioners in:

- 3.1. The Netherlands or Flanders
- 3.2. Other parts of the European Union
- 3.3. Outside the European Union.

These also include all alumni who do not apply for an affiliated status.

These other network contacts will be included in the restricted part of the CERES database, with their regional, topical and disciplinary information.

Colleagues, who are neither regular nor affiliated members of CERES are expected to pay for CERES activities (such as summer schools, conferences, training courses) and for access to the restricted database of CERES.

MEMBERS' PROCEDURE FOR ADMISSION TO AND RESIGNING FROM CERES

Procedure for admission of regular members

The procedure applies to new members from the institutions participating in CERES.

- Researchers who want to apply for CERES membership have to submit a request to the Board through the scientific director.
The request should include a curriculum vitae giving:
 - research work (past and current)
 - publications (differentiated: books, chapters in books, articles in refereed journals, etc.)
 - scientific position and 'reputation' as indicated a.o. by membership of scientific associations, advisory committees, etc.
 - planned research
- The scientific director will ask advice from the management team of the most appropriate working programme.
- Considering the advice received from the management team the scientific director formulates - in co-operation with the CERES-directorate - a reasoned recommendation.
- The recommendation of the scientific director is submitted to the Board. This recommendation may be to a) reject immediately; b) accept immediately; c) proposed adjustments, specify the products to be supplied or suggested changes in the working plan/time schedule)
- The Board decides on formal admittance to CERES. The applicant is informed of the decision.
- An applicant has the right to lodge an appeal with the scientific director against a decision of non admission within 30 days of receiving the Boards' decision.
- The scientific director discusses admission with the Faculty or Institute.
- After approval has been granted by the Faculty or Institute administration, the new members are admitted.

Criteria

Different admission criteria have been formulated for the various membership categories.

a. *senior fellows*

The staff is responsible for the training and support of candidates who have been assigned to their research group. They are also responsible for implementing the research programme. In particular, the staff is selected on the basis of academic productivity. In the first place, they should be competent researchers.

The following criteria therefore apply:

- Scientific productivity in the research school's scope of research. This should be made apparent by a Ph.D. thesis and regular output of scientific publications in the form of books, contributions to books or journals, at least (of the basis of standard 0,3) five of which should have been published (or accepted) in internationally refereed magazines or in books published by internationally recognised publishers during the last five years;
- Scientific expertise and prestige. This should be apparent from:
 - involvement in the support of Ph.D.-candidates;
 - editing academic journals;
 - managerial responsibility in national and international academic committees (or academic conferences);
 - demonstrable co-operation with researchers or research groups at international level.

b. *post-doctoral (visiting) junior fellows*

- In addition to the permanent staff, researchers with a post-doctoral appointment and (visiting) fellows may join CERES. The following criteria apply to these admissions:
- The post-doc's research is aligned with the school's research programme.
- Scientific productivity in the school's scope of research which is apparent from a Ph.D. thesis and (international) scientific publications
- The research output valuation of post-doctoral researchers is based on 50% of the actual appointment.

c. *PhD- candidates*

The procedure for admission of PhD candidates is as follows:

The Ph.D. proposals are registered with the board at as early a stage as possible. The Directorate is requested to give recommendations regarding the proposals. If necessary, advice is requested from

third parties. In every case an advice of the convenor of the most appropriate working programme is part of the application procedure. Recommendations also concern the composition of the supervision team, the feasibility of the research plan and the suitability for inclusion in one of a CERES working programmes. Amendment may follow as a result of the recommendations. The board decides on the admission of a project.

A research proposal contains the following information:

- names, addresses, telephone numbers, e-mail addresses of:
 - promotor/supervisor (applicant)
 - composition of supervision team
- title
- concise phrasing of the research question
- elaboration of the definition of the problem
- connection with one of the CERES working programmes
- scientific justification
- indication of social significance
- concise justification of methodology
- research methods used
- workplan, including timetable for fieldwork
- budget
- period of appointment
- formal status of appointment (AIO/OIO, Sandwich Ph.D.-candidate/other arrangements)
- nature of funding (source or combination of sources)
- nature of funding (Similarly, NWO (pre)proposals are registered with the Board. The board decides which proposals to be submitted by NWO can be considered as CERES projects).

Accepted proposals will be forwarded to the convenor of the most appropriate working programmes. The management team is expected to arrange a meeting with new members and make suggestions on supervision arrangements within the working programme.

Minimum and maximum scope of participation

Senior researchers

In the case of tenured staff (wpvast) a standard participation of 0,3 is suggested. The minimum participation is 0.2 and the maximum participation is 0,5. Working programme co-ordinators are expected to participate with an additional 0,1 for their management activities. In case of participation in more than one working programme, a minimum participation of 0.1 per programme is required for participation in a working programme.

Evaluation of participants

a. senior researchers

Based on CERES' annual reports, the Board will periodically (midterm evaluation and accreditation (KNAW) procedure) assessed whether the performance off staff members still complies with the admission criteria. The scientific director will inform those persons who do no longer fulfil these criteria. If in two successive years they fail to meet the criteria sufficiently, the Directorate will make a recommendation to the Board. The Board decides on the continuation of the members' participation. The employee in question may lodge an appeal against the Board's decision with the scientific director of CERES within 30 days of receiving the decision of the Board.

Board decisions on this matter are made known to the Faculty or Institution in question by the scientific director.

b. post-docs and Ph.D.-candidates.

In the context of the annual reporting, the Board monitors the progress and quality of the projects. If there is serious concern about the progress and quality of a project, the Directorate may inform the Board that the project in question should be discontinued as a CERES project.

The employee in question may lodge an appeal against the Board's decision with the scientific director of CERES within 30 days of receiving the decision of the Board.

The Board's decisions on this matter are made known to the Faculty or Institution in question by the scientific director.

Ph.D.-candidates

Determinant is the scope of the appointment, with the understanding that account must be taken of:

1. obligation to take training courses and
2. obligation to teach (in the case of aio's and oio's)

A 'safe' and realistic average is 0.7 fte for the implementation of research (on full appointment).