

# Statutes of the European Astrobiology Campus (EAC)

## 1. General

The European Astrobiology Campus (EAC) is an initiative of European Higher Education Institutions, enterprises and other bodies. It aims to provide multidisciplinary, high class training to European students and foster communication between them. Its main activities are:

- To organise training events for students and early career scientists
- To provide training for lecturers in teaching astrobiology
- To hold astrobiology meetings for students and early career scientists
- To provide a discussion and communication platform on astrobiology research issues
- To involve them in outreach work to address the general public.

The EAC is a non-profit organisation. Any income generated by activities of the EAC will be used solely for the aims mentioned above.

## 2. Site

The official site of the EAC is the University of Tartu, Estonia. Estonian jurisdiction applies for all legal disputes that may arise within the EAC.

## 3. Partaking institutions

The following partners constitute the EAC:

### *Academic partners*

- University of Tartu, Estonia
- Stockholm University, Sweden
- University of Bordeaux, France
- Vilnius University, Lithuania
- Open University, UK
- University of Iceland
- Utrecht University, The Netherlands
- Tallinn University of Technology, Estonia
- University of Porto, Portugal

### *Non-academic partners*

- Cap Sciences Museum, Bordeaux, France
- Innovaxiom, France

Acceptance of new partners proceeds through decision of the Board after application from the concerned institution. The Board also sets forth the application modalities. Every institution has the right to send one of its members as a representative to the Board.

## 4. Board of the EAC

The Board leading the Partnership will consist of a representative from each of the partner institutions, an administrative project manager chosen by the University of Tartu as well as

two student and early career scientist representatives elected by the students and early career scientists during the Annual Meeting. The term of Board Members is 3 years. Re-election of past Board members is permitted.

The tasks of this Board, which will be the decision-making body of the proposed strategic partnership, are to

- Evaluate the progress of the training, outreach and dissemination activities
- Approve plans for new activities and the work plan of each year
- Supervise the production of the intellectual output including confidentiality and dissemination aspects
- Resolve any potential conflicts
- Control the financial reports and approve the yearly budget
- Chose the site of the Annual Meeting
- Approve reports to the Erasmus+ authorities
- Elect the Coordinator, Deputy Coordinator, Training Manager, Outreach

Manager and the Intellectual Output Dissemination Manager

Decisions of the Management Board will be made by majority. In case of equal numbers of yes and no votes, the vote of the Coordinator is decisive. The board should meet at least once a year in person, but otherwise meetings through electronic means (teleconferences) are allowed. Decisions by the Board must be communicated to the EAC members in an apt form.

#### **5. Executive Committee**

For the day-to-day management an Executive Committee will be appointed. This will consist of the coordinator, deputy coordinator the Training Manager, the Outreach Manager, the Intellectual Output and Dissemination Manager and an administrative project manager from University of Tartu. The Executive Committee will also prepare an annual report about the activities undertaken and the funds spent and ensure that all respective rules stipulated by Erasmus+, other funding agencies and the University of Tartu are kept. The Board also has the right to appoint and discharge the members of the Executive Committee.

#### **6. Annual meeting**

It is planned to hold an annual meeting of the EAC. To save costs and travel time, it is planned to organise this event in connection with a broader scientific conference. The Annual Meeting serves as a forum to discuss recent scientific progresses and findings and to plan future projects.

#### **7. Scientific Advisory Panel**

The EAC will appoint an external Scientific Advisory Panel consisting of leading scientists with wide experience in astrobiology training. The task of this Panel will be to have an outside view on the partnership and suggest changes and new activities. Also, it will function as a link to other organisations engaged in astrobiology training.

#### **8. Membership duties**

Members should take an active role in the EAC and refrain from any actions that damage the reputation of the campus (e. g. publishing of fabricated data, personal insults against fellow members, etc.). In case of misdemeanour or unjustified long inactivity of a member, the Board has the right to terminate its membership after communicating with the person concerned.

**9. Personal integrity**

Personal information about the members will NOT be disclosed to any third parties of the EAC without explicit consent of the concerned members.

**10. Dissolution of the EAC**

The Board decides about dissolution of the EAC and, if applicable, the use of its financial means by simple majority.