The bylaws stated in German are legally binding. We provide this English translation only for the readers convenience.

**Translation: Rules of Procedure of the Collaborative Research Centre (CRC) 701**

1 **Characterisation and tasks of the CRC**
   
   (1) Bielefeld University constitutes the CRC “Spectral structures and topological methods in mathematics” according to the regulations of the Wissenschaftsrat and the Deutsche Forschungsgemeinschaft (DFG).

   (2) The task of the CRC is research in the field specified by the title. The CRC supports and coordinates the various research projects and facilitates the cooperation between the scientists and research groups involved. The CRC provides financial support to the various projects and organises joint seminars, colloquia and conferences. The CRC furthers scientific contacts in Germany and abroad by inviting non-resident scientists to participate in joint research projects and by enabling members of the CRC to take part in conferences and other events, which are important for the scientific work of the CRC.

2 **Organisational structure of the CRC**
   
   (1) The CRC has the following organs:
      
      1. Spokesman
      2. Scientific board - consisting of the spokesman and its deputies
      3. Assembly of principal investigators
      4. Gender equality officer

   (2) The following committees are in the CRC:
      
      1. General assembly
      2. Advisory committees

   (3) The CRC divides into various projects that are grouped into the following domains:
      
      Z Central administration
      A Stochastic and dynamical processes
      B Spectral structures
      C Topological methods in algebra

3 **Membership**
   
   (1) Members of the CRC are all scientists, who participate decisively in the research tasks of the CRC or those, who are employed for these tasks. The assembly of principal investigators decides on the terms of membership.

   (2) Any graduated (PhD) scientific employee of Bielefeld University can apply for membership in the CRC. The scientific board decides on the application. The scientific board can, in addition, propose further persons for membership. The assembly of principal investigators decides on the admission to the CRC.
(3) The membership ends with retirement from Bielefeld University or by signing off the work at the CRC.
   By suggestion of the scientific board, the assembly of principal investigators can decide on dismissing a member. A two-thirds majority of the present members, who are entitled to vote, is necessary to terminate a membership.

4 Rights and duties of the members

(1) In order to further the work of the CRC, all members are obliged to deliberate and support each other. All members are entitled to use the available common equipment of the CRC. In addition, the members are entitled to profit from the services of the library and from the computer resources within the scope of availability and the valid rules of procedure. All members receive the “CRC–notes” (on scientific events, guests, CRC administration, etc.), which are edited by the scientific board as required. In addition, all members receive a (printed) version of all reports and proposals.

(2) The members of the CRC are entitled to present applications via the scientific board to the assembly of principal investigators concerning their field of activity.

5 Principal Investigators

(1) Principal investigators are the scientists and lecturers of Bielefeld University listed on the website [http://www.math.uni-bielefeld.de/sfb701](http://www.math.uni-bielefeld.de/sfb701). They are personally responsible for reports, proposals, etc., and their timely submission.

(2) By suggestion of the scientific board, the assembly of principal investigators can nominate a new principal investigator by an unanimous resolution. The principal investigator should have a habilitation or equivalent qualification and should be a scientist working in Germany.

(3) By proposal of principal investigators, the scientific board is entitled to nominate a deputy for each principal investigator. Part (1), clause 2, will remain unaffected, Part (2), clause 2, should be applied accordingly.

(4) A principal investigator or deputy looses his status, but not the membership status in the CRC, if he or she is no longer involved in a current project or a project submitted.

6 Assembly of principal investigators

(1) All principal investigators are members of the assembly of principal investigators. In absence, they can be substituted (cf. §5 (3)).

(2) The spokesman convokes the assembly of principal investigators with a weeks notice. The assembly of principal investigators has to be convoked, if at least three principal investigators apply for it with specific topics of discussion.

(3) The assembly of principal investigators constitutes a quorum, if at least half of the principal investigators are present or substituted. Unless otherwise agreed, the assembly of principal investigators decides with simple majority of voters present. If a principal investigator is absent, his deputy is entitled to vote. The vote of each principal investigator is counted once, irrespective of the number of projects he or she is involved with.
(4) The assembly of principal investigators decides on all fundamental affairs of the CRC, in particular on the following:

1. Rules of procedure of the CRC
2. Re-elect spokesman and deputies
3. Establish CRC membership protocol in accordance with §3 (1)
4. Nomination of principal investigators in accordance with §5
5. Decisions on start, modification and termination of a project in accordance with §11
6. Decisions on distribution of resources, coordination of appointments and planning of employments
7. Decisions on proposals and reports in accordance with §12
8. Decisions on all affairs submitted by the scientific board or at least three principal investigators

(5) For all sessions of the assembly of principal investigators, a decision memorandum will be issued. If it is not confidential, this memorandum is accessible to all principal investigators.

7 Spokesman and deputies

(1) The assembly of principal investigators elects a spokesman and two deputies for a period of two years via secret ballot. The spokesman must be a tenured professor.

(2) A two-thirds majority is necessary to elect a spokesman or a deputy. Reelection is admissible. The first election takes place immediately after the bylaws of the CRC becomes effective.

(3) The tasks of the speaker are:

1. He presents the CRC inside and outside the University and is responsible for the daily affairs of the CRC.
2. He convokes and presides over the assembly of principal investigators, the scientific board and the commissions.
3. He executes resolutions and is accountable for that.
4. He corresponds with the DFG.
5. He edits the annual report based on the contributions of the principal investigators and combines it into a CRC-report.
6. He reports to the general assembly on the activities of the assembly of principal investigators, of the scientific board and on the general development of the CRC.
7. He prompts the administration of Bielefeld University to demand the means from the DFG, and then to assign these means.
8. He arranges and coordinates the organisational and administrative tasks in the CRC.

8 Scientific board

(1) The scientific board consists of the spokesman and the deputies.

(2) The scientific board has the following tasks:

1. Organisation of CRC events.
2. Management and control of money and positions in accordance with §13 trying to optimise those means subject to grant conditions and all resolutions of the assembly of principal investigators.

3. Editorship of the “CRC-notes” for members.

4. Initiation of financial proposals and research reports.

5. Suggestion of a gender equality officer (see §9 (1)).

6. The board is, in addition, responsible for all affairs, which are not assigned to other organs or committees.

(3) In order to exchange a position within the scientific board it is necessary to reelect the entire scientific board.

9 Gender equality officer

(1) Upon suggestion of the scientific board, the general assembly elects among the principal investigators a gender equality officer.

(2) The gender equality officer attends the meetings of the scientific board as an advisory member.

(3) According to the DFG-concept „Forschungsorientierten Gelichstellungsstandards” the gender equality officer proposes a catalogue of measures concerning equal opportunities for scientists.

(4) The gender equality officer manages and controls the money granted by the DFG for gender equality.

(5) Upon proposal the general assembly can elect among its members a substitute of the gender equality officer.

10 General assembly

(1) The general assembly consists of all members of the CRC. The spokesman convokes and presides over the general assembly. The convocation must take place within a period of one week. The general assembly is convoked at least once a year.

(2) The general assembly has the following tasks:

1. Decisions on modifications of the rules of procedure of the CRC, which are suggested by the assembly of principal investigators.

2. Reception and discussion of the spokesman’s report.

3. Discussion and suggestions concerning CRC events and activities (e.g. CRC seminars, workshops, etc.)

4. Election of a gender equality officer and - if applicable - her/his substitute.

11 Commissions

(1) In order to prepare proposals and reports, to organise a conference or for other large-scale tasks of the CRC, commissions may be constituted.

(2) All members of a commission have to be a member of the CRC. The assembly of principal investigators nominates members of a commission by suggestion of the scientific board.