

## CHARTER OF TOULOUSE SCHOOL OF ECONOMICS

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## Preamble

The Foundation Toulouse School of Economics (TSE) has been created on February 1, 2007 at the University of Toulouse-1 Capitole (UT1C), in partnership with the CNRS, INRA and EHESS, these 4 institutions being hereafter referred to as the “tutelles”. By providing financial support and governance to the TSE academic community, it is aimed at promoting innovative research and higher education in economics. The governance of TSE is instrumental in ensuring that its public and private financing is put to good use to support this objective. TSE has established an efficient governance structure, closely following the highest international academic standards. It has a Board of 15 Directors, with 5 representatives of public founders, 5 CEOs of large companies and 5 other Directors (3 outside economists and 2 TSE researchers). The scientific policy is evaluated by a Scientific Council made up of 16 internationally renowned researchers, all external to TSE and highly committed to the project. The Department Council advises the Director of TSE on current issues, and makes policy recommendations.

Because the strength of an academic centre relies primarily on the personality and talents of its members, TSE works to develop the human capital of all its members. It aims at offering to each of its members the best academic environment to foster his/her professional aspiration in research and in education. The direction of TSE recognizes the diversity of its academic community and of its academic needs. It makes sure that everyone contributes to the project according to ability, comparative advantage and aspiration.

This document describes the set of rules applying to this community. It replaces various earlier documents produced by the direction of TSE (Scientific Orientations, Reform of Governance, Charter of Scientific Integrity). It complements the existing official documents of the foundation (Statutes, Règlement Intérieur). This charter, and any future change to it, must be approved by the board of the foundation.

TSE is closely associated to the UMR TSE-R and to the School TSE. These two independent institutions have their own rules and governance which are not described in this document. Because these three institutions encompass the same institution and share the same goals, most rules will be common to them. They preserve the employment status of their individual members, whose rules prevail upon this charter.

## **Title 1: Membership**

TSE members fall into three categories: Full Members, Associate Members, and Emeritus Members.

### **Article 1-1 – TSE Full Members**

The right to full membership is granted to researchers who are employed by one of the tutelles, and assigned by this institution to the UMR TSE-R. All members of TSE-R will also be members of TSE, or of IAST, or of both TSE and IAST. Full membership can also be granted on an individual basis by the Director of the foundation. These modifications to the membership list are made as and when required following consultation with the Department Council. Each year, the Board of the foundation is informed of these modifications. It then approves or refuses the modifications of the list. All full TSE members have the same rights and obligations, under the limitation of article 2-3. By accepting membership, TSE members agree to abide by this charter.

### **Article 1-2 – TSE Associate Members**

Associate membership is granted for three years on an individual basis by the Director of the Foundation. Nominations are made as and when required following consultation with the Department Council. Each year, the Board of TSE is informed of these modifications, which it validates or invalidates. Associate Members are expected to participate in the scientific life of TSE for the duration of their membership. Their access to TSE programs is determined by the Director on the basis of their contributions to TSE.

### **Article 1-3 – Emeritus**

TSE recognizes, welcomes and favors the continued involvement of its productive researchers who reach the retirement age set by their employer. At the same time, TSE recognizes the existence of various constraints (mainly the availability of offices and staff, and budget constraints) that can prevent a retiree from continuing to enjoy the full benefits of a TSE membership.

**1-3-1** The maximum retirement age for a full membership at TSE is fixed at 68 years old, independently of the retirement rule of the employer. The emeritus status of TSE can be granted upon request for an additional period of 3 years, renewable. Emeritus Members are expected to contribute to the scientific life of TSE (research, seminar and conference attendance, mentoring, etc).

**1-3-2** The decision to grant the TSE emeritus status is made by the Director of TSE on the basis of the candidate's prospective contributions to the community. He/she may delegate the evaluation of the candidates to an ad hoc committee.

**1-3-3** The minimum package offered to TSE emeritus colleagues is as follows: a shared office, the option to publish papers in TSE working paper series, the membership to one of the TSE thematic groups, the invitation to all TSE activities, the possibility to host a research grant at TSE, and the individual research fund. The access to other TSE programs is determined by the Director of TSE on an individual basis.

## **Title 2: Rights and duties of TSE members**

### **Article 2-1 – Rights of TSE members**

The Full Members of TSE are protected by the standard principles of academic freedom. They have equal access to the different programs of TSE.

### **Article 2-2 – Duties of TSE members**

Individual members are responsible for the fulfillment of their duties (teaching, research, administration...) with respect to their employment status. In addition, they are committed to contribute to the collective missions of TSE.

**2-2-1** TSE members should understand that their research, teaching and public communications have an important impact on the reputation of the TSE community as a whole. They must uphold high standards of conduct in their interactions with both their academic colleagues and the support staff. All members and staff of TSE must ensure that the working atmosphere of the institution respects the autonomy and professionalism of all those who work there. In particular, physical, psychological and sexual harassment of any kind are unacceptable and liable to prosecution. All members of TSE must sign the anti-harassment charter.

**2-2-2** As far as this is compatible with their own labour contract, TSE Full Members are expected to devote at least four days per week during the academic year to research, teaching and administration as well as to participate actively in collective activities including seminars and conferences at TSE. Outside professional activities which might create an actual or apparent conflict with TSE's goals or reputation, including paid positions in another academic institution, should be disclosed to, and approved by the Director.

**2-2-3** TSE members actively participate in the scientific life of the thematic group to which they belong (mentoring, seminars, conferences ...). They also contribute to the global missions of TSE, in particular in the domains of teaching, administration, and committee duties.

**2-2-4** 2-2-4 TSE Full Members sign their working papers and scientific publications using the affiliation

'Author, Toulouse School of Economics, ".....", Toulouse, France'

where " ....." may include parts or all of the following list : CNRS, EHESS, INRA, University of Toulouse Capitole, University of Toulouse, and must at the minimum include the researcher's employer (if the employer is in this list) and one (and only one) of the two university affiliations (University of Toulouse Capitole or University of Toulouse). Multiple affiliations in publications by Full Members must be approved by the Director. All TSE Members make the final version or last preliminary version of their publications or accepted papers without delay available to the administration through the indicated channel (typically, by uploading them on the intranet of TSE).

### **Article 2-3 – Suspension**

The Director of TSE is entitled to reduce, suspend or terminate the participation of a member to any TSE programs when any of these duties described in 2.2 is not fulfilled. The Scientific Council plays the role of court of appeals in this domain.

## Article 2-4 - Scientific Integrity

**2-4-1** The originality, objectivity, non-partisanship and scientific rigor of the research undertaken by researchers at TSE are its most important assets. TSE is committed to providing researchers with an environment that fosters independent and rigorous research. Both the users of TSE research and its sponsors have a right to expect it to be carried out to the highest standards and to be submitted to rigorous peer review. TSE is committed to transparency regarding its sources of funding. TSE's sponsors and users, as well as the general public, have a legitimate right to know of any factors that might cause any risk of bias in its research. To the extent that TSE researchers are also active in discussion about policy matters of public interest, TSE is committed also to promoting the highest standards of integrity in public debate, and to ensuring that its scientific reputation is not used to give unwarranted authority to partisan assertions.

**2-4-2** Consistently with these principles the Board of Directors of TSE declares:

- A. That it holds no institutional views on matters of public policy and seeks to impose no such views on its researchers, each of whom is free to draw conclusions on the basis of scientific evidence and his/her own value judgments, and to publish such conclusions when and where s/he judges appropriate. All such conclusions and opinions remain the exclusive responsibility of the researchers concerned.
- B. That in accepting funding from sponsors for the purposes of research, it cannot make any advance commitments as to the conclusions to be drawn from the research.
- C. That in accepting funding from a sponsor it cannot undertake to induce any individual member of TSE to make available their time for additional consulting activity on an individual basis.
- D. That the results of any sponsored or unsponsored research can be submitted for publication in scientific journals except where it involves confidential data, for which a limited exception to the eligibility for publication must be negotiated in advance with the sponsor concerned.
- E. That it will publish on its website a list, to be updated at the end of each calendar year, of all sources of funding greater than 5,000 Euros in cash or in kind, including a separate list of donors who have donated sums larger than 100,000 Euros in the previous calendar year.

**2-4-3** Similarly, TSE expects from each of its members

- A. That s/he will maintain the highest standards of integrity in the conduct of research.
- B. That s/he will not allow the conduct or the conclusions of that research to be influenced by partisan objectives, including those of any sources of institutional and/or individual funding s/he may have received.
- C. That, in the interest of transparency about any possible conflict of interest, s/he will mention in research publications and other public studies the institutions funding this work.

- D. That s/he will make her/his best effort to ensure that any dissemination of his/her research in non-scientific media (press, television, internet blogs, ...) does not distort the scientific conclusions of that research for partisan ends.
- E. That in undertaking any consulting activity on an individual basis s/he will bear in mind that his/her value as a consultant derives in large measure from the collective scientific reputation of TSE, and will refrain from any conduct that might cast doubt on his/her scientific integrity or that of other members of TSE.

**2-4-4** The ethics committee makes recommendations to the Director of TSE on the implementation of these principles.

### **Title 3: TSE talent policy**

Conditional on approval by the Scientific Council in June 2015, the publication prizes program and the existing teaching load reduction program will be terminated at the end of 2015 (the last PPs will be granted in April 2016 on the basis of publications in 2013, 2014 and 2015). The teaching load reduction program will be replaced by a new Teaching Buyout program, with a transfer of the accumulated points from the existing program to the new one. Four programs related to the TSE talent policy will thus coexist: the Outstanding Vitae Awards (OVA), the Teaching Buyouts (TB), the Individual Research Funds (IRF), and the junior recruitments. These programs are aimed at improving the internal and external attractiveness of TSE.

#### **Article 3-1 – Outstanding Vitae Awards**

A system of monetary rewards based on the academic publications and merits is aimed at internationally well-recognized TSE researchers.

**3-1-1** Any Full Member can apply for an OVA, with the exception of TSE Assistant Professors (previously called “junior chairs”). A member must apply in order to be considered. Applicants must submit their C.V. and a letter describing the recent contributions of the applicant to the missions of TSE (education, teaching, administration ...).

**3-1-2** For new OVA awarded from 2015 on, the awards are reconsidered every 4 years. Every year, the award compensates for the transfer of property rights of some of the awardee’s publications to TSE.

**3-1-3** A four-member subcommittee (with rotating membership) of the Scientific Council assesses the research output and publications of potential awardees, and makes recommendations to the Director of TSE for allocating the awards. The recommendation is validated by the Scientific Council.

**3-1-4** The Director of TSE, the Scientific Director, and the Dean of the School TSE meet each applicant individually to discuss his/her recent contributions to the missions of TSE. The Director of TSE can invite other participants (Director of the thematic group...) to the meeting.

**3-1-5** The Director of TSE takes the final decision on the allocation of OVAs. Although a special focus is put on publications, the Director considers all contributions of the applicant to TSE in order to determine the OVA level. The Scientific Council plays the role of court of appeals in this domain.

**3-1-6** In case of multiple affiliations in publications, awards are prorated.

**3-1-7** OVAs are not paid during a period of leave. However, for researchers on a paid leave approved by the Director of TSE, or exceptionally in other cases of a leave upon prior approval by the Director of TSE, OVAs are accumulated during the leave period for a maximum of 2 years, and the accumulated amount will be paid in full upon return.

### **Article 3-2 – Teaching Buyouts (TB)**

Teaching is one of the two crucial activities of TSE members. However, the researchers who have been the most productive in the recent past should be allowed to focus more on their current research agenda by benefiting from a reduction of their teaching load. Contrary to the OVA system which compensates researchers for their merits along their entire career, the TB program is based on a shorter memory.

**3-2-1** All members of TSE to the exception of Assistant Professors who are also employed by UT1C are eligible for a program of reduction of teaching hours.

**3-2-2** For each member of TSE, who is also employed by UT1C, the reduction of hours is bought using an individual TB Account. Each year, this TB Account is credited by the points allocated by the Director on the basis of the publications of the previous calendar year. The value of the TB Account is capped at a level determined by the Director. Each year, the reduction of teaching hours for the following year is included in a “contrat de modulation” signed by the President of the university.

**3-2-3** Each year, the Scientific Council receives from the administration the list of publications of the previous calendar year. It makes recommendations to the Director about which publications in the list should be awarded publication points, and how much. These recommendations are inspired by a ranking of journals which is posted on TSE website. This ranking is periodically revised by the Scientific Council.

**3-2-4** Reductions in teaching hours may be bought by members using their TB Account at a unit price (teaching hours/point) which is decided on January by the Director of TSE for the next academic year, after consulting the Dean of the School.

**3-2-5** Members may use the TB Account as they wish provided that the balance is positive. However, the program cannot reduce the annual teaching load of a member below 42 hours, in accordance with the legal framework regulating teaching hours in universities. Members should notify the designated person at TSE before April 15 of the teaching load reduction they intend to request for the next academic year. Teaching hours in Bachelor, Master or PhD classes may not be reduced without the approval of the dean, who gets advices on this matter from the thematic group chairs and the education program Directors.

**3-2-6** These reductions cannot be cumulated with other programs of teaching load reduction (IUF, sabbatical year, delegation CNRS...).

### **Article 3-3 – Individual Research Funds**

In order to support their efforts, TSE allocates a limited annual research fund to all Full Members doing research who were unsuccessful in their search for external sources of funding.

**3-3-1** The Individual Research Fund (IRF) can cover expenses related to research, conditional to general restrictions determined by the Director. These expenses are periodically audited to evaluate their impact on research quality and to ensure that external sources of funding are not being crowded out.

**3-3-2** For each participating member of TSE, an individual IRF Account is opened after the IRF contract has been signed by her/him. This IRF Account is debited by the expenses in real time. Each year, all IRF accounts are uniformly credited by an amount determined by the Director. Unused credit can be reported on the next year but the total credit cannot exceed 1.5 base annual credit. A feedback on the current balance is transmitted to each participating member on a regular basis by the administration of TSE.

**3-3-3** The default option for travels by TSE members is coach class. The Director of TSE may validate an upgrade in exceptional circumstances, and only when the travel lasts for more than 7 hours. In that case, the member must pay one-fourth of the difference between the actually paid airfare and the coach airfare.

#### **Article 3-4 – TSE Assistant Professors**

The attractiveness of TSE on the junior job market is based on TSE chairs. The chair holders are selected through a recruitment mechanism which combines an active search process, high selectivity and academic collegiality. UT1C has entrusted the mission of advising it on the selection of economists for an academic job at the University to TSE, prior to the legal procedure (“appel à candidature, comité de selection” and decision by the board of the University).

**3-4-1** Assistant Professor positions are offered for a period of six years, corresponding to a three-year contract renewable once after a mid-term review. Assistant Professors may then be recommended for a permanent position in the French academic system, following an assessment and selection process.

**3-4-2** The selection procedure for Assistant Professor positions is based on international best practices. The thematic groups play a key role in searching for potential candidates in their fields. Hiring should take a long-term perspective, constraints and opportunities several years down the road should be identified.

**3-4-3** At the end of the selection process, the Recruitment Committee makes recommendations to the Director who is in charge of the negotiation phase, in partnership with UT1C. The terms of the offers made by the Director are controlled by the Remuneration Committee. In the final step, the selection procedure at UT1C is launched, and the recruitment decision is made by the university following its own legal procedure.

**3-4-4** The tenure evaluation is supervised by the Recruitment Committee under the control of the Scientific Director of TSE. The Recruitment Committee makes use of sub-committees to conduct evaluations. The recruitment committee seeks external letters asking for a) the standing of the candidate relative to other researchers in his/her field, b) the suggestion of alternative candidates whom the faculty might have missed (mention à discuter avec le CoDir), c) whether the candidate is likely to improve the institution’s research standing in Europe and the world.



A minimum of 6 evaluation letters must have been received about the candidate among recognized personalities that can be chosen among suggested names by the candidate but not only.

- The candidate must provide a short report on his/her activity at TSE and projects.
- The reading committee (composed at least of one researcher of the candidate thematic group and two others) will provide its report about papers and letters (in the future we may separate the reading committee reading papers and the one reading letters) sufficiently before the recruiting committee meeting. Recommendation letters received will not be shared by email with the rest of the recruiting committee but can be read by any member of the committee.
- A vote on the approval of the tenure will be organized with secret ballot.
- The tenure will be granted if the candidate receives strictly more than 75% positive votes of the voters.
- There will not be any vote by procuration.
- A quorum of 2/3 of the recruiting committee is necessary. If not reached, the decision is postponed to the next recruiting committee where no quorum will be needed (we have 30 members of the RC, meaning the quorum is currently of 20)
- The tenure criteria remain the following: having a good scientific contribution and influence to become a leader of his domain in Europe, having good teaching evaluations and contributions to public good at TSE. We have no quantitative criteria.

After discussion in a first meeting of the recruiting committee, another meeting of the recruiting committee is needed for further discussion and vote.

The vote needs the presence of a quorum of 2/3 at least of recruiting committee members. A positive evaluation is obtained if the candidate obtains strictly more than 75% positive votes of the recruiting committee members present.

At the end of this evaluation process, a recommendation is made to the Director of TSE, who makes the final decision. If a positive tenure decision is made, the Director is responsible for the administrative process of transforming the academic position into a permanent (tenured) academic position at TSE.

**3-4-5** The same procedure is adopted when an external senior candidate is considered for a tenured position at TSE.

**3-4-6** A mid-term review of Assistant Professors is organized 3 years after recruitment, based on the same procedure than for the tenure decision. In general, the evaluation is made to provide advice and support to the candidate in preparation of the tenure evaluation. But in extreme cases, the contract may be recommended to be terminated. In case of a positive outcome, TSE considers the possibility to finance a sabbatical year or half a year, with no teaching, a 50% salary, and the freeze of the tenure clock. It can also decide to support the candidacy of the chairholder for a position at CNRS, INRA or EHESS.

**3-4-7** For each of her first two children, the tenure clock of a mother with a tenure track position is extended by one year, except if the birth takes place during the last year of the tenure track. Fathers see their tenure clock extended by 6 months.

#### **Article 3-5 – Promotion of the “Maîtres de conférences” in economics**

The « Maître de conférences » in economics (section 5 of CNU) can be allowed to be promoted professor at the University of Toulouse 1 Capitole after a positive evaluation of the recruiting committee of TSE. This evaluation is done after voluntary application of the Maître de conférences who are already getting an OVA at the time of application. The recruiting committee then implements an evaluation under the control of the Scientific Director of TSE. The Recruitment Committee makes use of sub-committees to conduct evaluations. The evaluation consists in an evaluation of the academic contributions of the candidate, his/her teaching performance and administrative contributions. The recruitment committee seeks external letters asking for the standing of the candidate relative to other researchers in his/her field. After discussion in a first meeting of the recruiting committee, another meeting of the recruiting committee is needed for further discussion and vote.

The vote needs the presence of a quorum of 2/3 at least of recruiting committee members. A positive evaluation is obtained if the candidate obtains strictly more than 75% positive votes of the recruiting committee members present.

### **Title 4: Thematic Groups**

TSE aims at transforming Toulouse into one of the best possible environments to conduct research in economics and related fields. This requires attention to the quality of the scientific environment at TSE, and to the opportunities that one offers to each and every member to develop her/his own research agenda and to empower her/him with means of action within the institution. Thematic Groups (TGs) are jointly created by TSE and the UMR TSE-R to organize the basic and most important layer of scientific interactions at TSE.

#### **Article 4-1 – Governance of TGs**

**4-1-1** It is the joint responsibility of the directions of the UMR and of the foundation to close/create/merge groups, after consultation with the concerned researchers and their tutelles. When a new TG is created, the Directors of the UMR and of the foundation designate its chair. In a second step, the chair forms her/his group.

**4-1-2** Each group has a chairperson, named for 3 years. The TG chair is responsible for the internal organization of the group and the realization of the TG missions that are described in Article 4-2. Chairpersons are collectively chosen by their group members in a process designed by each group but which must involve all its members. They are proposed to the directions of the UMR and of the foundation, who have a veto right on this matter.

**4-1-3** Each member of TSE is affiliated to at most two TGs, but is administratively allocated to one TG. It is through this affiliation that official communications from and to the UMR and TSE will be forwarded. A group does not have the right to veto an exit. Nobody can join a group without approval by the group. Affiliation to a group implies a commitment to take an active part in the activities of the group, for instance, but not only, by regular participation in seminars, mentoring of graduate students and the like.

**4-1-4** Each year, the Scientific Council of TSE determines the set of TGs to be evaluated at its next annual meeting. The chairperson of each TG to be evaluated writes a scientific report and is invited to the meeting for a discussion. The Scientific Council makes recommendations to the direction of TSE and to the chairpersons about potential reinforcing or corrective measures to be implemented by these TGs.

**4-1-5** The Director and Adjunct Director of the UMR TSE-R negotiate with the relevant groups to develop new research areas which the tutelles may demand. It is the responsibility of the UMR to ensure that TGs satisfy the demands of the tutelles of the UMR.

#### **Article 4-2 – Responsibilities of TGs**

The groups should contribute to the quality of the research environments of their members. Groups should also provide services to the entire community. In determining their actions, they take into account all externalities that they generate within TSE. In particular, they are encouraged to include as many participants as possible in their activities, including those which are not affiliated.

TGs have the following duties:

**4-2-1** Mentoring junior faculty: TGs make sure that their affiliated juniors feel supported professionally. They build up a case for their midterm review and their tenure promotion cases. All newly hired assistant professors belong to a group. The chair is ultimately responsible for mentoring juniors.

**4-2-2** Doing the preliminary groundwork for hiring: TGs identify needs in their field (broadly defined), identify potential targets both junior and senior, and communicate this to the recruiting committee. Past this preliminary stage, the recruiting committee takes over, groups are no longer formally involved in the decision to recruit or not. Of course, their opinion is taken into account by the Recruitment Committee in which they are represented, and they are expected to play the main role in convincing people to come to Toulouse.

**4-2-3** Mentoring graduate students: All doctoral students should be affiliated to a single primary group, typically the principal affiliation of their primary thesis advisor. The group is co-responsible with the advisor and the Director of the doctoral program for monitoring their progress. Each group names a faculty member responsible for graduate students, normally not the group chair. Under the ultimate responsibility of the Director of graduate studies, the group can freely choose how they mentor graduate students (weekly brownbags, weekly reading groups, weekly team building sessions, ski trips,...).

**4-2-4** Teaching responsibilities: TGs can be delegated some responsibility for identifying teaching needs, resources and communicating them to the dean, and for building a coherent sequence in their field and managing it. But whether or not to delegate these responsibilities is entirely in the hands of the individual responsible for the teaching programs and the dean.

**4-2-5** Organizing research seminars: The responsibility for organizing seminars lies with groups. Those responsibilities are to: (1) invite speakers, (2) organize and reimburse their traveling and accommodation expenses according to the global budget they have for that, (3) make sure the seminar is well attended and the audience is of high quality. A group determines its seminar activities. The optimal number of seminar series organized by a group is one.

**4-2-6** Gather hard and soft information: Groups are entities among which people interact often and know each other well, so they are natural places for gathering soft information. The group chair aggregates this information and passes it along to other institutional components of TSE. TGs also advertise their activities to the rest of the community. Once a year, the group chair writes a short memo about the activities of the group. These memos will be included or appended to the annual reports of TSE and of the UMR, and transmitted to the Scientific Council and to the board of TSE.

#### **Article 4-3 – Management of TGs**

The involvement of the chairperson in the management of the TG should be limited to strategic issues, leaving the day-to-day management of the administrative issues to the centralized staff unit.

**4-3-1** Decisions of a group and budget allocation are made under the full responsibility of its chairperson.

**4-3-2** Each group is free to organize itself in the way that best serves its own objectives, as long as they are in line with the global endeavor and research priorities of TSE and its public tutelles. The Directors of the UMR and of the foundation may veto any action of TGs that generates negative externalities for other groups or for TSE as a whole. To formalize its internal organization, each group should have a formal statement of its internal rules and of the scope of its scientific activities. This scope should not be too narrow and should be approved by the Directors of the UMR and of TSE. Efforts will be made to identify best practices pioneered by some groups, and to help other groups implement them.

**4-3-3** The UMR and TSE are responsible for providing the funding of TGs that is needed to fulfill their missions. They commit to an annual budget whose control and supervision are transferred to each TG chair, under the general TSE spending rules and constraints. A fraction of this budget can be allocated conditional to the realization of some predefined objectives. The level of funding depends upon each TG's activities, and is negotiated on a yearly basis with the UMR and the foundation. The UMR may commit resources for a longer duration in relation to the research priorities of its tutelles (grandfathering rule for INRA-oriented TG for example). Funding may depend upon the number of affiliated members and of graduate students, the provision of public goods by the group, overheads on research grants,... TGs have the option to transfer IRF resources of its members to the group's general budget. Research contracts (ANR, ERC,...) remain under the control of their principal investigator, under the general rules of TSE.

**4-3-4** Given the relative scarcity of TSE resources in this domain, administrative and technical support for individual researchers is organized and managed at the central level. The allocation of offices also remains under the control of the Director of TSE, under the authority of the president of UT1C.

### **Title 5: Internal governance of TSE**

The foundation is governed through two independent institutions, its Board of Directors and its Scientific Council. Their role and architecture are described in the Statutes of TSE. We hereafter describe the rules by which decisions are taken internally at TSE, under the general authority of the Board.

## Article 5-1 – The Director of TSE and its Executive Committee

**5-1-1** The Director of TSE is selected by the Board of Directors of the TSE Foundation. The mandate of the Director is 4 years, renewable. The Director is accountable to the Board for the implementation of its strategic decisions. In particular, the Director of the Foundation is responsible for the execution of its budget, and for the management of TSE programs, fundraising, external and internal communication, recruitment, tenure promotion, and fulfillment of internal and external contractual commitments of the foundation. He/she is also responsible for the well-functioning of the different governance institutions, of the administration, and of the interactions of the foundation with the TGs, the UMR TSE-R, the school TSE and the tutelles.

**5-1-2** The members of the Executive Committee (EC) are appointed by the Director of TSE. The Scientific Director, the Academic Director, the Chief Operating Officer, and the Director of Financial Affairs of TSE are members of the EC, which is chaired by the Director of TSE. The EC assists him/her in the general management of TSE and the coordination of the actions of the TSE Foundation.

In particular, the Director of TSE can delegate:

- To the Chief Operating Officer, the operational management (i.e. human resources of the administrative staff, communication, infrastructures ...) and financial affairs, with the support of the Director of financial affairs;
- To the Scientific Director, all the scientific matters (scientific council, recruitment committee, talent policy, ...);
- To the Academic Director, the management of the PhD programme.

The Director of IAST, the Dean of the School, the Director of the UMR TSE-R, and leaders of other institutions playing a role linked to TSE's goals can be invited on a regular basis. The EC meets every month during the academic year.

## Article 5-2 – The Department Council

**5-2-1** The first role of the Department Council (CODEP) is to advise the Director of TSE, to evaluate and to make recommendations on the activities of TSE. It also contributes to information flows to and from individual researchers. Its purpose is to provide a broad, yet manageable, forum for exploring ideas, evaluating actions, discussing interactions of the overall group of economists with the university and national research organizations, and sharing information. It meets at least every three months during the academic year.

**5-2-2** The CODEP is chaired by the Director of TSE and is composed of 6 members of the following two colleges:

- College 1: Present and past principal investigators of an ERC grant and fellows of the Econometric Society
- College 2: Researchers appointed by the Director of TSE

The members of the Department Council serve for a period of three years. The Dean of the School and the Scientific Director of TSE are invited on a regular basis. The Director may also decide to invite the administrative staff.

**5-2-3** For strategically important questions requiring a large consensual basis exceeding what the CODEP can do, the Director may decide to gather a TSE Forum. All academic members of TSE and all members of the EC are invited to the Forum. The Director may also decide to invite the administrative staff.

### **Article 5-3 – The Recruitment Committee**

**5-3-1** The Recruitment Committee (RC) conducts in-depth searches on the senior and junior job markets, plans the global recruitment strategy of the TSE community, and evaluates tenure candidates. It makes recommendations on the recruitment strategy of all researchers who will be associated with TSE in one way or another. It coordinates the various mechanisms that lead to the temporary or permanent recruitment in TSE.

**5-3-2** The RC is chaired by the Scientific Director, who may delegate the management of the annual job market campaign to a “job market officer”. The members of the RC are internationally reputed researchers of TSE. The RC is composed of:

- A representative of each TG designated by the TG according to its internal governance, with a veto right by the Director;
- The academic members of the EC, the dean of the School and the Director of the UMR;
- Up to 10 members of TSE selected by the Scientific Council of TSE. Given that TGs are all represented, the SC selects these members solely on scientific grounds, not on thematic diversity grounds.

The Scientific Director of TSE can invite a maximum of 3 additional members to this committee on a permanent basis. The members of the RC should interact with other TSE members to improve their assessment, when this is compatible with the possible confidentiality of the internal discussions.

**5-3-3** Any outside researcher who wants to visit TSE must have an identified internal sponsor. Any visit exceeding two months must be approved by the RC.

**5-3-4** All IAST recruitments with a PhD in economics must be approved by the RC of TSE.

### **Article 5-4 – The Council of the Administrative Staff**

**5-4-1** The CSA shares ideas, experiences and projects about the administrative and technical organization of the TSE community, and makes recommendations to the CoDir. One of the long term goals of this Council is to better coordinate i) the administrative activities in our community and ii) the management of our building and its equipment, jointly with TSE members overseeing specific matters (allocation of offices, organization of seminars and conferences, management of grants, visitors, website, computer assistance, networks...).

**5-4-2** The CSA is chaired by the Chief Operating Officer. It is composed of:

- 2 representatives and 1 deputy representative for TSE-R ;
- 4 representatives and 1 deputy representative for the FJLL ;
- 2 representatives and 1 deputy representative for the TSE-School ;
- The general secretaries of TSE-R and of TSE-School ;
- The Directors of TSE, TSE-R and TSE-School, the CFO of TSE, or their representatives.

## Article 5-5 – Other committees

**5-5-1** The **Remuneration Committee** has a maximum of 4 internal members selected by the Board of Directors. This Committee controls the external academic job offers that are negotiated by the Director. It also controls the bonuses that are decided by the Director in compensation of various missions (administration, management of specific actions...).

**5-5-2** The members of the **Ethics Committee** are appointed for a period of 5 years by the TSE Board and are irrevocable. The Ethics Committee comprises two TSE members and two members from outside TSE. Any member of TSE can request an evaluation from the Ethics Committee on any ethical question linked to her/his professional activities. The Ethics Committee may decide to refer a case itself in line with the code of ethics. The Director is accountable to the committee for offering administrative assistance and access to all information relevant to the committee's investigation. The recommendations are forwarded to the Director and to the Department Council. The committee is free to determine its own internal rules how to proceed with cases.

**5-5-3** The **Investment Committee** is in charge of advising the Director about the portfolio allocation of the endowment. Its composition is decided by the Board of Directors.

**5-5-4** The « **review board for human subjects** » of TSE and IAST examines ethical aspects of experimental projects.