The Direction of the Ecole polytechnique fédérale de Lausanne, based on Art. 3 par. 1 letter a of the Ordonnance du Conseil des EPF sur les écoles polytechniques fédérales de Zurich et de Lausanne\(^1\), hereby adopts the following:

**Article 1 Subject**

\(^1\) These rules and regulations define the principal missions, organisation and functioning of the College of Humanities (hereinafter CDH) and determine the competences and tasks of its bodies.

**Article 2 Missions**

\(^1\) The CDH assumes responsibility and manages a teaching programme in the social and human sciences domain (hereinafter SHS programme). This programme forms part of the study plans of EPFL Sections at Bachelor and Master levels.

\(^2\) It may offer teaching programmes in other curricula (Doctoral School, Minors, Continuing Education, etc.).

\(^3\) It supports and develops research work at the interface between the basic sciences, engineering sciences and social and human sciences.

\(^4\) It develops promotional activity throughout the campus concerning the social and human sciences in connection with the teaching and research mentioned in the above paragraphs.

**Article 3 Constituents**

The College is constituted of:

1. the College Director;
2. the College Direction;
3. the College Teaching Committee;
4. the SHS Programme Teachers’ Assembly;
5. the College Council.

**Article 4 Composition**

The College is composed of the social and human sciences teaching programme (SHS) and of two Institutes headed by a full, associate or tenure-track professor specialised in the human and social science domains corresponding to their missions.

**Article 5 Competences of the College Director**

1. General competences: the Director
   a. is responsible for the College. He/she is the spokesperson for the College in all dealings with the EPFL Direction, Schools and Sections for everything concerning the College and its management. He/she represents the College in the outside world;
   b. manages the General Services of the College, proposes the budget to the EPFL Direction and allocates financial resources to the Heads of Institute. He/she

\(^1\) RS 414.410.37
allocates the administrative resources necessary for the fulfilment of the missions of the College and its Institutes;
  c. assumes responsibility for the communication and promotion of the College;
  d. is competent for all internal College matters that are not delegated to another EPFL body.

2. Competences in the teaching domain:
  a. directs the SHS programme;
  b. manages the development, implementation and evaluation of the SHS programme;
  c. approves the study plans put forward by the Heads of Institute and submits these for approval to the Teaching Committee.

3. Competences in the research domain:
  a. supports research carried out in the College Institutes;
  b. organises the evaluation of the performance of the Institutes;
  c. may direct research projects and programmes managed or co-managed by the College.

4. Competences in the human resources domain:
  a. proposes to the competent bodies the hiring of faculty members and administrative and scientific staff assigned to the College;
  b. supervises hiring procedures and assumes all the competences defined in LEX 4.6.1 Règlement de compétences RH (document for internal use requiring authentication as a member of the EPFL community);
  c. decides regarding the attachment of persons to the College Institutes in collaboration with the Heads of Institute and the persons concerned;
  d. ensures the maintaining of an environment conducive to the health and safety of College members.

Article 6 College Direction

1 The College Direction is composed of the College Director, Heads of Institute and Chair of the CDH Teaching Committee.

2 It meets at least once per semester, convened by the Director or at the request of one of its members.

3 The Director draws up the agenda and chairs the meeting of the College Direction.

4 It deliberates, in an advisory capacity, about general matters concerning the management of the College.

Article 7 Teaching Committee

1 The Teaching Committee is composed of one full or associate professor per EPFL School or College, as well as the Deputy Director and two students, one at Bachelor and one at Master level. One of the professors assumes the chairmanship. The College Director, as well as two Professors of the University of Lausanne (Full or Associate Professor) are permanent guests.

2 It gives its preliminary opinion to the College Director concerning study programmes.

3 It evaluates the implementation of study programmes and proposes any necessary improvements or adjustments.

4 It gives its opinion to the College Director concerning all matters regarding the teaching of social and human sciences at EPFL.

5 It decides regarding the awarding of prizes concerning teaching.

6 It meets at least once per semester, convened by its Chairperson or at the request of three of its members.
Article 8  SHS Programme Teachers’ Assembly
1 The SHS Programme Teachers’ Assembly is composed of all teaching staff members participating in the SHS programme.
2 It deliberates, in an advisory capacity, on all matters concerning this programme.
3 It meets, in principle, once per semester. The College Director draws up the agenda and acts as Chairperson.

Article 9  College Council
1 The College Council, comprised of all College staff members, meets at least once per year, convened by the Director, who draws up the agenda.
2 It deliberates, in an advisory capacity, about all matters relating to the functioning of the College.

Article 10 Social and Human Sciences (SHS) Teaching Unit
1 This unit is responsible for the elaboration, implementation and evaluation of the SHS programme offered at Bachelor and Master levels.
2 It is directed by the College Director.
3 It assumes the following tasks in particular:
   1. it draws up the SHS programme annually, sends it to the competent EPFL bodies, and is responsible for its management and evaluation;
   2. it monitors the teaching services provided by the University of Lausanne;
   3. it ensures that teaching services provided by EPFL are incorporated into the programme;
   4. it concludes agreements with other teaching institutions and ensures their monitoring;
   5. it employs, within the framework of its budget, lecturers or academic guests to enhance the programme or rectify any omissions;
   6. it collaborates with EPFL bodies to encourage teaching of the social and human sciences in other curricula, particularly the Doctoral School, Minors and Continuing Education. It is responsible for managing the budget allocated to the SHS programme.

Article 11 Institutes
1 The Institutes are listed in the footnote below.
2 Subject to an exemption by the CDH Director, Institute members shall participate in the SHS programme and may contribute to specific teaching programmes in their area of teaching.
3 Each Institute is, in principle, directed by a full, associate or tenure-track professor. It is responsible for its own internal organisation.
4 The Head of Institute:
   1. is the spokesperson of the College Director for all matters concerning the Institute;
   2. advises the College Director in the areas of specialisation for which he/she is responsible;
   3. defines the Institute’s orientations and strategies in the field of education and research and submits these to the College Director for approval;
   4. directs, coordinates and enlivens its activities;

2 List of Institutes:
Digital Humanities Institute, to be established (tentative name)
Institute in Area Studies, to be established (tentative name)
5. submits the Institute’s budget to the College Director and manages the allocated budget, as well as third-party funds;
6. manages the human resources directly assigned to the Institute.

Article 12 EPFL-UNIL Steering Committee

1 An EPFL-UNIL Steering Committee (hereinafter COPIL SHS) ensures the strategic supervision of collaboration in the SHS domain.

2 It is composed of the EPFL Vice President for Education and the UNIL Vice Rector responsible for teaching. The College Director is a permanent guest at COPIL SHS meetings.

3 The COPIL SHS meets as required in order to make strategic decisions concerning the CDH.

Article 13 Entry into force

These Rules and Regulations enter into force on 4 February 2013. Version 1.3., status as at 1 January 2017.

On behalf of the EPFL Direction:

Patrick Aebischer
President

Susan Killias
General Counsel