

**COOPERATION AGREEMENT FOR THE GRANTING OF A DOUBLE MASTER'S  
DEGREE (SECOND CYCLE DEGREE) IN WOMEN'S AND GENDER STUDIES**

Among  
UNIVERSITY OF GRANADA, Spain (Coordinator)  
And  
ALMA MATER STUDIORUM – UNIVERSITÀ DI BOLOGNA, Italy  
And  
CENTRAL EUROPEAN UNIVERSITY, Budapest, Hungary  
And  
UNIVERSITY OF HULL, United Kingdom  
And  
UNIVERSITY OF LODZ, Poland  
And  
UNIVERSITY OF OVIEDO, Spain  
And  
UTRECHT UNIVERSITY, The Netherlands  
As awarding Institutions  
And  
RUTGERS, THE STATE UNIVERSITY OF NEW JERSEY, United States of America  
As non-awarding Institution

Hereinafter referred as "The Parties" of this Agreement and together forming the GEMMA Consortium.

**PREAMBLE**

- In June 2009 the University of Granada, Alma Mater Studiorum - Università di Bologna, the Central European University di Budapest, the University of Hull, the University of Lodz, the Institutum Studiorum Humanitatis Ljubliana, the University of Oviedo, and the Utrecht University established a Consortium by signing a Cooperation Agreement for the granting of a double Master's Degree (second cycle degree) in Women's and Gender Studies (GEMMA), valid until the academic year 2011/2012;
- Since the collaboration under way and the cultural exchange partnership have given very satisfying results, the Parties agreed to apply for the Erasmus Mundus Programme 2011 call submitting to the European Commission the proposal for the Erasmus Mundus Master's Degree in Women's and Gender Studies (GEMMA), an integrated study programme which has been recognized as a project of excellence and selected by the European Commission as an Erasmus Mundus Master programme under the Action 1 of the Erasmus Mundus Programme, in the EACEA/41/10 Call for Proposals.
- Associated Partners also participate in the Consortium but their specific commitments and obligations will be established in specific agreements between the awarding higher education institutions of the Consortium and each Associated Partner.
- By means of the present Agreement the Parties regulate the implementation and management of the GEMMA Erasmus Mundus Master's Course governed by the

Framework Partnership Agreement for Action 1 project and by the Specific Agreements signed by the European Commission and the University of Granada, as Coordinator of the GEMMA Consortium.

- This Agreement shall specify the respective rights and obligations of the Parties with regard to the running of the GEMMA integrated course. All parties are subject to the rules and regulations set up by the European Commission in the above mentioned agreements regarding both the responsibilities towards the European Commission and towards other parties to this Agreement.
- In the framework of this integrated study programme, students enrolled in the programme at the aforementioned Universities will receive on completion of their studies a Master's Degree (second cycle degree) from each of the two European partner Universities (Home and Mobility) in the terms determined in the GEMMA Erasmus Mundus Action 1 project, subscribed by the Rectors of all European partner institutions.
- The Parties, with their resources and funds and in accordance with the law and regulations of their respective countries, shall collaborate and host all students, faculty members and administrative staff who participate in the mobility programme as described in this Agreement;

In accordance with the national laws and regulations of the Parties regarding the granting of academic degrees

It is agreed and stipulated as follows:

### **Art. 1 Preamble and Annexes**

Preamble and three annexes (Study Programme, List of Partners and Mobility Routes) are an integral part of this Agreement.

### **Art. 2 Objective of the Agreement**

2.1 The Consortium has established an integrated programme of study (Annex 1) in the area of Women's and Gender Studies which includes a compulsory period of mobility for students from the Partner Institution chosen as Home University to the Mobility University for a period of at least one semester, and not longer than two semesters. Mobility to Rutgers will be available for European GEMMA students for periods of 3 to 6 months. Rutgers students will in turn complete mobility periods of one semester in one of the European partner universities. This exchange will be organized bi-laterally.

2.2 Upon the completion of this programme students will receive two European Master's Degrees according to the two European Universities chosen (Home and Mobility). Each of the two degrees will be accompanied by a Diploma Supplement (in the language of the country where it is issued and English) and an additional **certificate signed by the Coordinators of all the partner institutions.**

2.3 The titles of the degrees awarded upon the completion of this Master's Course will be as follows:

Universidad de Granada: Máster Erasmus Mundus en Estudios de las Mujeres y de Género

Alma Mater Studiorum - Università di Bologna: Laurea Magistrale in Letterature Moderne Compare e Postcoloniali – Erasmus Mundus Women's and Gender Studies

Central European University: Master of Arts in Gender Studies, GEMMA: Women's and Gender Studies specialisation

University of Hull: Masters Degree in Women's and Gender Studies (GEMMA)

University of Lodz: Master in International Gender Studies (International Relations)

Universidad de Oviedo: Máster Erasmus Mundus en Estudios de las Mujeres y de Género

University of Utrecht: Master Degree in Arts and Culture (research) (Gender and Ethnicity)

Rutgers, the State University of New Jersey, will not award degrees to GEMMA students.

2.4. These degrees will be awarded within the framework of the Erasmus Mundus Master's Degree in Women's and Gender Studies (GEMMA).

2.5. Where necessary under national or local regulations, the student should apply for the degree to be issued by submitting the relevant academic documentation and paying any applicable fees at the Home and Mobility institution.

### **Art. 3 Organization of the Consortium**

#### **3.1 GEMMA Coordinating Institution**

The Coordinating Institution of the Consortium is the University of Granada. The University of Granada will provide the necessary technical and administrative support for the coordination of the GEMMA programme.

The GEMMA Consortium Scientific Coordinator and the local Scientific Coordinator for the GEMMA programme in Granada are both based at the University of Granada Women's Studies Institute.

#### **3.2 GEMMA Partner Institutions**

At each Partner University there is a Scientific Coordinator responsible for the GEMMA programme.

#### **3.3 GEMMA Steering Committee**

The GEMMA Steering Committee is composed of GEMMA Scientific Coordinators from all Partner Universities and presided by the GEMMA Consortium Scientific Coordinator.

### **Art. 4 Students**

#### **4.1 Selection of candidates**

Common standards of admission, a common on-line application procedure, and joint student selection have been organized. Students admitted to the integrated study programme are selected by the GEMMA Steering Committee. This Committee acts on the advice of a preliminary screening of applicants, carried out at the Coordinating Institution according to strictly technical criteria of eligibility.

Each candidate must necessarily hold a University Bachelor's degree or its equivalent (180 ECTS, minimum 3 years of study), and be able to prove their knowledge of the languages of instruction of the Home and Mobility University. The selection criteria include academic excellence, relevant experience in the field of Gender and Women's Studies, and proven knowledge of one or more of the Consortium languages (Spanish, English and Italian).

Selection of Category A and B Erasmus Mundus scholarship holders is carried out according to the specific procedures established by the GEMMA Consortium at the GEMMA Steering Committee Selection Meeting.

#### **4.2 Registration and Enrolment**

Students register through the Coordinating Institution, the University of Granada. The students are provided with the registration form in electronic format which includes core and elective modules for all Consortium Universities. They fill out the form, registering in the chosen courses offered at their Home/Mobility University, sign it and send it back to the Coordinating institution.

Once at the Home University, students must fulfil the local administrative obligations for enrolment in this University, becoming official students of the institution in question. During the mobility period students from partner institution are registered by the Mobility University according to its regulations. Students shall be likewise subject to the regulations and norms which are in force in the Mobility University.

Students must acquire 120 ECTS credits including the compulsory mobility period at one of the Partner Universities. A minimum of 30 and a maximum of 60 ECTS credits must be acquired at the Mobility University. The mobility route of each student must always include two different European universities, with a minimum of 30 ECTS to be completed in each of them. Exchange periods completed at Rutgers will be recognized by the European partners towards the 30 ECTS corresponding to the thesis writing period.

#### **4.3 Language Policy**

Students must have sufficient knowledge of the languages of instruction at their Home and Mobility University (English, Italian or Spanish).

The language of study and assessment may be Italian, Spanish or English according to the language of study at the institution in which the candidate is studying, and in which the credit will be awarded.

The Parties will endeavour to provide language acquisition support for students participating in the mobility scheme, offering possibilities to take courses in the language spoken in the country of mobility or the language of instruction at the Mobility institution.

#### **4.4 Student Exchange**

Where possible, the exchange should be balanced and involve an equal number of students from each of the above mentioned Universities, according to Erasmus Mundus Action 1.

Each academic year, the Universities involved will agree upon the number of participating students, in accordance with the total number specified in Action 1. Any excess to this number must be approved of by the Parties.

The Parties, with the permission of the European Commission, may jointly agree a higher number of participants, provided notice is exchanged between the parties.

The Mobility of European Students may be financed through the LLP/Erasmus Scholarship scheme. For this purpose, the European Partners have signed specific LLP/Erasmus Bilateral Agreements reserving scholarships for European GEMMA Students.

European Students regularly enrolled in GEMMA may apply for an LLP/Erasmus scholarship at their Home University, following the specific rules of their sending institution.

GEMMA Coordinators will provide students with specific information on the LLP/ Erasmus Scholarships available and the necessary administrative procedures in due time each academic year.

Specific conditions for students exchange with Rutgers will be established by all parties for each academic year. It will start in Spring 2014 (4<sup>th</sup> semester of study).

#### **4.5 Examinations and Certifications**

The GEMMA partner universities will mutually recognize all examinations successfully passed by students at another partner university.

The Mobility University shall issue each student with a certificate indicating courses attended, academic performance, and the number of ECTS credits obtained. The certificate will also be issued by Rutgers, The State University of New Jersey, to all students who complete an additional mobility period in this institution.

The responsibility for producing and issuing clear transcripts of grades and final degree certificates lies with the awarding institution.

#### **4.6 Boards of examiners**

Each teaching institution will be responsible for holding a board of examiners meeting in accordance with its own framework. It is desirable for members of other institutions to be represented at and involved in other boards. This will, however, depend on the local regulations of the universities.

Assessments taken at each institution will be examined in accordance with the regulations for boards of examiners at the awarding institution. Assessment grades, transcripts and relevant reports will be shared with the GEMMA Steering Committee.

Dissertations will be primarily supervised by nominated teaching staff at the institution awarding the credit for the Master's Thesis. An additional "support" supervisor from the candidate's Partner (either Home or Mobility) University will liaise with the main supervisor and present their report on the dissertation. Reports on dissertations should be in accordance with the regulations of the institution where the dissertation is to be submitted. The final assessment of the Master's Thesis should take into account the grades recommended by both main and support supervisors.

#### **4.7 University facilities**

Students will be treated in accordance with the regulations and procedures of their Home University. They will have access to all the facilities offered to postgraduate students at their teaching institution, including the facilities in place to support students with specific needs and disabilities. These facilities and services will be made clear to students by their Home Institutions at the beginning of their period of study.

Students have the right to a process of induction and supervision at their Home Institution, although these processes may vary among institutions.

Students involved in the mobility programme shall benefit from all student services and facilities offered by the Mobility University to its regular students and shall likewise be subject to the regulations and norms which are in force at that Institution.

#### **4.8 Tutors**

For each student, the Home and the Mobility University will appoint a tutor, whom the student may consult for advice or assistance during their stay at the Institution, and in order to allow teaching staff to monitor the students' progress.

#### **4.9 Double Degree Delivery**

Students admitted to the Master's Degree programme, having successfully completed the integrated study programme as described in this Agreement and Annexes in both the Home University and Mobility Institution, will be awarded independent degrees from two institutions, accompanied by the corresponding Diploma Supplement. Each degree is recognized in the country where it has been issued as well as by the whole Consortium. It is the intention of the GEMMA Consortium to move towards joint degrees in the near future.

The Diploma Supplement will be issued in accordance with national or local legislation and regulations in each case.

An additional certificate, designed especially for the GEMMA Master's Degree and issued by the Consortium, will provide complete information on the different national grading systems and their equivalence in ECTS and the exact ECTS value of the courses included in the course of study. It will further certify that the separate degrees have been awarded in the framework of GEMMA. It will be signed by all the Coordinators.

#### **4.10 Participation costs**

Participation costs required from students will be 8.000 EUR for Third Country students and 4.000 EUR for European students. Participation costs include tuition fees and other costs such as insurance costs, costs for the Summer School, costs to cover GEMMA fund, coordination costs etc. Consortium Grants to waive part of these participation costs will be given to students not holding EM scholarships.

The Consortium will subsidize students by offering participation grants to a number of non-scholarship holders (both 3rd country and European) who have been accepted in the programme. For every edition of GEMMA the exact number of GEMMA granted students shall be decided at the January selection meeting of the previous academic year. The grants will waive the participation costs of the amount of 2500 euros for 3rd country students and 2000 euros for European students.

Participation costs are paid by all students (regardless of the mobility route assigned to them) to the Consortium Coordinating Institution, the University of Granada, which then pays each member of the Consortium their share.

The University of Granada will allot the shares of the participation costs among the partner Universities and manage them according to the criteria agreed upon by the Contractors.

#### **4.11 Appeals and complaints**

Students will be entitled to the rights of appeal afforded under the regulations of the Home institution.

The GEMMA Steering Committee must consider the variability and comparability of appeals and complaints regulations across the Consortium. Each partner must have access to information and regulations of other partner institutions in this regard, in order to ensure that there is some comparability between partners.

Any contractual relationship is between the student and the teaching institution and therefore subject to the law of the jurisdiction in which that institution operates.

#### **4.12 Insurance obligation**

Partner Universities state that their respective regularly admitted students should be insured against any incident that they may suffer during their period of stay abroad for the activities concerned by this Agreement and that they should be insured for legal liability against damage which they may involuntarily cause to third parties (people or property). Should students not be covered by the Mundus scholarship-related insurance scheme or the respective University's insurance scheme, they will be responsible for taking out their own insurance.

## **Art. 5 Study programme**

### **5.1 Programme overview**

The common integrated study programme is as attached to this Agreement (Annex 1).

In the first semester, three core modules totalling 30 ECTS credits common to all Partner Universities (Feminist History, Feminist Theory, and Feminist Methodology) will be run for all the students to guarantee a comparable basic education.

In the second and third semesters the Parties will offer various elective courses to the students.

In the fourth semester the students will prepare and submit a Master's Thesis either at the Home or Mobility University.

### **5.2 Study programme formulation**

The Universities formulate and approve through their respective academic bodies all study programmes, properly organized into semesters, modules and credits (ECTS). Study programmes shall cover the whole period from the beginning of study to the last exams, for the obtention of the degree.

Common study programmes may include specific teaching, given the multinational nature of the course, as well as an internship at private companies and/or public administrations.

Examinations and study periods shall be organized in a balanced form and shall find justification and validation in Partner Universities, according to the provisions of the attached study programme.

### **5.3 Programme approval, monitoring and review**

The GEMMA Steering Committee will facilitate cross-institution consideration (especially in terms of considering comparability of standards, comparability of the learning experience, and further strengthening of the partnership among the institutions).

The programme is subject to review by all Universities of the GEMMA Consortium as part of their ongoing periodic review processes. This process should be coordinated, as far as possible, by the GEMMA Steering Committee. Permission from the European Commission may be necessary in order to alter the original programme approved for Erasmus Mundus Action 1.

## **Art. 6 Exchange of faculty members and administrative staff**

### **6.1. Exchange modalities**

All the partner Universities shall regulate the reception and conditions of faculty members and administrative staff participating in the mobility programme under this Agreement, in accordance with legislation and regulations in force in the country concerned.

Personnel exchanged under this Agreement shall continue to fulfil their contractual obligations with their Home University, and shall continue to receive the remuneration due

and to benefit from the rights they are entitled to in accordance with their post, in compliance with legislation or regulations existing in their home country.

In all cases and to all effects, the Home University shall consider the duration of the stay as an ordinary service period.

Coverage of expenses incurred due to the mobility of teaching staff and administrative personnel will be negotiated between the partner universities and will depend on the availability of funds.

Specific conditions for faculty exchange with Rutgers will be established by all parties for each academic year. The faculty exchange will start in the Spring of 2014.

## **6.2 Activities for teaching staff and administrative personnel**

Faculty members and researchers may give courses and lectures, carry out tutorial activities, participate in seminars, act as members of examination, final thesis and doctorate boards at the partner University, and take part in research activities and meetings for student exchange programme planning, evaluation and development, held at the partner University.

Administrative staff may participate in meetings for student exchange programme planning, evaluation and development, and carry out special visits in order to analyze the management systems operating at the partner University.

The expenses concerning the mobility of teaching staff and administrative personnel will be negotiated between the partner universities and will depend on the availability of funds.

## **6.3. Insurance obligation**

Partner Universities state that their employees and staff (teachers and administrative personnel) should be insured against any incident that they may suffer during their period of stay abroad for the activities concerned by this Agreement and that they should be insured for legal liability against damage which they may involuntarily cause to third parties (people or property). Should staff not be covered by the European Commission or the respective University's insurance scheme, they will be responsible for taking out their own insurance.

## **Art.7 Risk prevention and safety**

Each party shall supply each mobility programme participant with detailed information about the specific risks existing in the work environment in which they will operate and carry out their function, and with necessary documentation about risk prevention and emergency safety measures and provisions in force in relation to their activity, as well as about the individuals in charge of these provisions, in accordance with legislation and regulations in force in the country of the hosting University.

## **Art. 8 Other activities**

Partner Universities may extend the cooperation agreement for other purposes beyond student and staff exchange. Further cooperation projects, including intensive courses, distance teaching, joint research, organization of seminars, symposia, and interviews on topics of common interest, publication series and all other activities consolidating the cooperation with associate partners and within the consortium as contemplated in the Action 1 project will be encouraged by all parties. These projects will be subject to specific addenda to this Agreement document, at the proposal of the Parties.



### **Art. 9 Monitoring of the Agreement**

Each University shall appoint a person responsible for the monitoring of this cooperation agreement, in accordance with its internal regulations; under normal circumstances it should be the local Coordinator of the programme.

### **Art. 10 Quality assurance and evaluation of the program**

Quality assurance will be based on both internal and external evaluation measures as described in Articles A 5.1 and A 5.2 of the Action 1 project.

### **Art. 11 Resolution of conflicts arising**

The resolution of any conflict arising from the interpretation and execution of this Agreement shall be devolved to an arbitration board composed of a member appointed by each partner University and by an additional member chosen by mutual consent.

### **Art. 12 Duration of the Agreement**

The Agreement will be valid from academic year 2012/13 for a period of 5 editions until academic year 2017/18 (the last cohort of students will enrol in academic year 2016/17). It will remain valid until the expiry date of the corresponding Erasmus Mundus Master's programme, with its respective renewals or until the Parties decide to terminate it upon written notice. In any case, the termination of the Agreement by one of the Parties must be communicated with prior written notice of one year.

Any modification or termination of the Agreement shall be carried out in such a way as to ensure no damage for the participants in the programmes already underway. If any of the partner institutions wishes to withdraw, it must be guaranteed that all the students admitted to this institution will be able to complete their studies and graduate within a reasonable period of time.

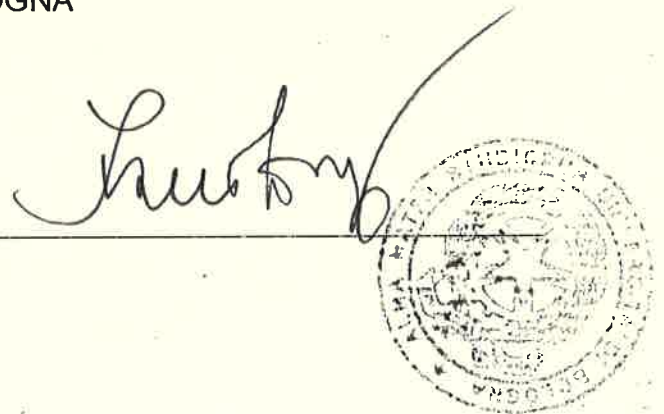
### **Art. 13 Copies and language**

This Agreement is written and undersigned in eight identical originals in English, all of which are to be given equal legal consideration. At the request of the Coordinating Institution, there will also be a Spanish language version for information purposes.

ON BEHALF OF THE UNIVERSITY OF  
GRANADA



ON BEHALF OF ALMA MATER  
STUDIORUM – UNIVERSITÀ DI  
BOLOGNA



ON BEHALF OF THE CENTRAL  
EUROPEAN UNIVERSITY, Budapest



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ON BEHALF OF THE UNIVERSITY OF  
HULL

UNIVERSITY OF HULL

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ON BEHALF OF THE UNIVERSITY OF  
LODZ

PROREKTOR  
DS. WSPOLPRACY Z ZAGRANICĄ  
UNIWERSYTETU ŁÓDZKIEGO

*Prof. dr hab. Zofia Wasokinska*

ON BEHALF OF THE UNIVERSITY OF  
OVIEDO

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ON BEHALF OF UTRECHT UNIVERSITY



Universiteit Utrecht  
Faculteit Geesteswetenschappen

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RUTGERS, THE STATE UNIVERSITY OF  
NEW JERSEY, United States of America

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*all signatures from  
Rutgers University valid  
if his contract follows the  
previous agreement for  
Rutgers' engagement with  
Genma in years past.*

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FACULTY  
1909-1960