

BYLAWS
for the
Research Centre
HEDIT
(Heidelberger Editionen und Texterschließung)

Preamble

The Rectorate of Heidelberg University has decided to fund the special field on editing and text indexing with the following objectives upon the request of the Research Council of the Field of Focus 3:

- Expansion of the publishing activities of Heidelberg scientists
- Acquisition of third-party funded projects for editions and repertories
- Visualisation of current and future editorial activities in Heidelberg
- Development of standards for text editions and edition-accompanying directories/repertories
- Development of innovative concepts for creation, accessibility, application, and use of editions and repertories, including AI
- Organisation and promotion of practical training for students and scientists as well as the public outside of the university.

With these goals in mind, it was agreed to set up a HEDIT (Heidelberger Editionen und Texterschließung) research centre at Heidelberg University.

The Senate of Heidelberg University approved the establishment of the research centre and the following bylaws for it in accordance with § 19 (1) sentence 2 no. 7 and 10 LHG at its meeting on 19 March 2024:

§ 1 Assignment, official supervision, and tasks

- (1) The HEDIT research centre is assigned to the Department of German Language and Literature at the Faculty of Modern Languages of Heidelberg University.
- (2) The research centre specifically pursues the following tasks:
 - Updating and maintenance of a website on Heidelberg's editorial activities and regular production of reports
 - Collaboration with other facilities at Heidelberg University, in particular the Heidelberg Center for Digital Humanities (HCDH) and Heidelberg University Library (UB), as well as with other structural units such as the University Computing Centre (URZ), the Scientific Software Center (SSC), and the Research Data Unit (RDU)

- Coordination, knowledge exchange and advisory service on current and planned edition projects as well as support and advisory service on submitting funding applications
 - Procurement, provision, replacement, and maintenance of devices, digital tools, and licences
 - Organisation and implementation of edition workshops, tool workshops, training courses
 - Support for the transition from analogue to digital editing
 - Identification and creation of case studies of editions or repertories
- (3) The research centre generally makes its findings available to the scientific and non-scientific public as well as to practice-oriented research and teaching.

§ 2 Members

All members and affiliates of Heidelberg University and all associates of Heidelberg edition projects may become members of the research centre by submitting an application to the board. This requires recognisable and documented activity in the field of editing and text indexing. The board will decide on membership. Membership ends by resolution of the board if a member leaves Heidelberg University or is no longer active in the interests of the research centre. The employees assigned to the research centre are members of the research centre.

Members should report current and planned editions as well as applications for edition projects to the board. They may submit proposals and suggestions to the board at any time. The scientific director (§ 4) will invite the members to a general meeting in which current and planned editing projects and the activities of the research centre are reported on at least once a year. Apart from election of the members of the board and the scientific director, the general assembly has the task of making proposals for the direction, concept, and activities of the research centre.

§ 3 Board

The board of the research centre comprises the scientific director and at least five further members of the research centre to be elected by the general assembly upon the director's recommendation. The board shall include one representative each from UB and HCDH. The term of office shall be 2 years; re-election is possible. Diversity, in particular in terms of gender, career levels, and disciplines, should be considered in the selection process. The board is responsible for all matters of the research centre unless these are assigned to other bodies by legal provisions, including these bylaws. In particular, it shall make decisions on the admission of members, termination of memberships, and applications submitted to it, as well as on strategic and financial matters. The board will usually meet once a month. The employees of the research centre shall participate in the meetings of the board in an advisory capacity.

§ 4 Scientific manager

- (1) The scientific manager of the research centre shall be elected by the general assembly and appointed by the Rector. Their term of office shall be 2 years; re-election is possible.
- (2) The scientific manager shall manage the day-to-day business of the research centre together with the board and shall bear overall organisational responsibility. They are responsible for coordinating research activities and projects as well as the use of the financial and personnel allocated to the research centre. They will report to the board, the general assembly, and the Research Council of the FoF 3.

§ 5 Funds

The research centre shall be financed by donations from Heidelberg University and any third-party funds that may be acquired.

§ 6 Evaluation/supplementary provisions

- (1) The research centre will be evaluated after 3 years. The Rectorate shall regulate the procedure in consultation with the head of the Department of German Language and Literature.
- (2) Apart from these bylaws, the provisions of the University's rules of procedure, as amended, shall apply.

§ 7 Entering into effect

These bylaws shall enter into effect on the first day of the month following its publication in the Rector's Gazette.

Heidelberg, 03 April 2024

Prof. Dr. Frauke Melchior

Rector