

# Organisational Plan of Alpen-Adria-Universität

## A. University Management

The highest governing bodies of Alpen-Adria-Universität Klagenfurt (AAU) are the University Council, the Rectorate, the Rector, and the Senate (§ 20 para. 1 of the Universities Act).

The Rectorate, in accordance with § 22 of the Universities Act, is comprised of the *Rector*, the *Vice-Rector for Research*, the *Vice-Rector for Human Resources*, and the *Vice-Rector for Education*. The functioning and organisation of the Rectorate are regulated in its Rules of Procedure.

In compliance with § 19 para. 2 clause 2 of the Universities Act, the monocratic organ responsible for academic affairs in the first instance is the *Rector of Studies*, who is represented by the *Vice-Rector of Studies* (cf. Statute, Part B, § 2). The functioning and organisation of the Office of Academic Affairs are regulated in its Rules of Procedure.

The *Bursar* is responsible for the central financial affairs of the university (in particular accounting, controlling including budgeting, risk management and treasury) and reports to the Rectorate. The Bursar is responsible for the controlling, finance and procurement departments.

The following Executive Support Offices have been established to assist university management in decision-making processes and in the implementation of decisions:

- Office of the Rectorate
- Office of Academic Affairs
- Dekanatekanzlei / Continuing Education Office
- Internal Audit Office
- Quality Management Office
- Legal Services Office

The Office of the University Council, the Office of the Senate, and the Office of the Equal Opportunities Working Group have been established to support the university's formal committees, namely the University Council (§ 21 Universities Act), the Senate (§ 25 Universities Act) and the Equal Opportunities Working Group (§ 42 Universities Act).

## B. Structure of the University (cf. Statute, Part A)

Alpen-Adria-Universität is divided into the following organisational units:

- Faculties
- Departments
- Faculty Centres
- University Centres
- Central Facilities

### Faculties of the AAU (see §§ 2-4 of the Statute, Part A)

- Faculty of Interdisciplinary Studies (Klagenfurt, Graz, Vienna)
- Faculty of Humanities
- Faculty of Technical Sciences
- Faculty of Management and Economics

The Faculties are headed by the *Deans*, whose duties are set out in § 3 of Part A of the Statute. The Dean is supported and represented by up to two Vice Deans. The executive support office *Dekanatekanzlei / Continuing Education Office* listed under Section A is tasked with coordinating the agendas of the faculties.

## Departments and Faculty Centres

(cf. Statute, Part A, §§ 5 and 6)

- **Faculty of Interdisciplinary Studies**
  - Department of Instructional and School Development <sup>A ECC</sup>
  - Department of Palliative Care and Organisational Ethics
  - Department of Science Communication and Higher Education Research
  - Department of Technological and Scientific Research
  
- **Faculty of Humanities**
  - Department of Cultural Analysis
  - Department of Educational Studies and Educational Research
  - Department of English
  - Department of German Studies <sup>A ECC</sup>
  - Robert Musil Institute for Literary Research/The Archive of Carinthian Literature
  - Department of History
  - Department of Media and Communications Science
  - Department of Philosophy
  - Department of Psychology
  - Department of Slavonic Studies
  - Faculty Centre for Sign Language and Deaf Communication (ZGH)
  
- **Faculty of Technical Sciences**
  - Department of Applied Informatics
  - Department of Informatics Didactics
  - Department of Informatics Systems
  - Department of Information Technology
  - Department of Mathematics
  - Department of Didactics of Mathematics <sup>A ECC</sup>
  - Department of Networked and Embedded Systems
  - Department of Smart Systems Technologies
  - Department of Statistics
  
- **Faculty of Management and Economics**
  - Department of Business Management
  - Department of Economics
  - Department of Financial Management
  - Department of Geography and Regional Studies
  - Department of Innovation Management and Entrepreneurship
  - Department of Law
  - Department of Organization, Human Resources, and Service Management
  - Department of Production, Energy and Environmental Management
  - Department of Public, Nonprofit and Health Management
  - Department of Sociology

**University Centres** (cf. Statute, Part A, § 7)

- Karl Popper Kolleg (research and doctoral institute)
- M/O/T School of Management, Organizational Development and Technology
- School of Education (SoE)
- The University Cultural Centre UNIKUM
- University Centre for Women's Studies and Gender Studies (cf. Statute, Part A, § 9)

**Central Facilities** (cf. Statute, Part A, § 8)

- Admissions and Examinations Office
- Buildings and Technology
- Central Computing Services (ZID)
- Cost Controlling
- E-Learning Services
- Family Services
- Finance Department
- Integrated Study (disability services for students)
- International Office
- Personnel Department
- Personnel Development and Health Management
- Procurement
- Public Relations and Communication (UNI Services)
- The Research Support Service
- The Writing Centre
- University Library (UB)
- University Sports Institute (USI)

On behalf of the Rectorate (resolution dated 28.11.2017 and 17.01.2018, respectively):  
Rector Univ.-Prof. Dr. Oliver Vitouch

Consent by the Senate on 29.11.2017 and 24.01.2018, respectively.

Approval by the University Council on 01.12.2017 and 26.02.2018, respectively.