



Statutes of the “Magalhães” Network

Preamble

- In the frame of the ALCUE intergovernmental agreement signed on 29/06/1999 in Rio de Janeiro, it has been decided by voluntary Higher Education Institutions to create a network in the field of Engineering and Architecture.
- The network was founded on 28/11/2005 in Santiago de Chile by the following members:

*Instituto Tecnológico de Buenos Aires
Universidade Estadual de Campinas
Universidade Federal do Rio de Janeiro
Universidade de São Paulo
Universidad de Chile
Pontificia Universidad Católica de Chile
Universidad Federico Santa María
Pontificia Universidad Javeriana
Universidad de los Andes
Pontificia Universidad Católica Madre y Maestra
Instituto Politécnico Nacional
Universidad Nacional Autónoma de México
Universidad Tecnológica de Panamá
Pontificia Universidad Católica del Perú
Universidad Simón Bolívar*

*Université Catholique de Louvain
Czech Technical University
Institute National Polytechnique de Grenoble
ParisTech
Helsinki University of Technology
Technische Universität München
Universität Stuttgart
Politecnico di Torino
Politecnico di Milano
AGH University of Science and Technology
Universidade Técnica de Lisboa
Universitat Politècnica de Catalunya
Universidad Politécnica de Madrid
Universidad Politécnica de Valencia
Lunds Universitet
Royal Institute of Technology*

- The members declare themselves associated for the purpose of fostering high level educational programmes in Engineering and Architecture between Europe and Latin America-Caribbean. This aim is to be accomplished through the development of academic exchanges between highly rated research institutions.
- Members should accept the present statutes by signing an annex to this document. Only after the signature they are recognized as members of the network (Annex 1). The listing of the actual members is updated annually after the General Assembly.
- The first action was the creation of the mobility programme named “Student Mobility In Latin America, Caribbean and Europe - SMILE” (Annex 2).
- All the institutions commit themselves to respecting the following provisions:



Article 1: Aims

The aims of the network are:

- to promote bilateral mobility agreements (for courses, thesis work, internships, double degree programs) among the member universities (e.g. SMILE programme);
- to facilitate the creation of joint programmes among European, Latin American and Caribbean Higher Education Institutions in the field of Engineering and Architecture;
- to foster exchanges between member institutions: student mobility, teaching staff mobility, research activities, seminars, etc..

Article 2: Membership

Members of the network are expected to meet the following criteria:

- be internationally recognized as higher education research institutions;
- be located in the European Union, Latin America or in the Caribbean;
- offer at least one full programme in Engineering and/or Architecture covering both the 1st and 2nd cycle;
- have well established relationships with several institutions in the regions.

Article 3: Admission

In order to be eligible for membership an institution needs to satisfy all the criteria mentioned in Article 2 and, moreover, be formally supported by at least 3 members, from the other side of the Atlantic through support letters signed by their Magalhães institutional coordinators being at least from two different countries. Application forms must show compliance with the eligibility criteria listed in the network bylaws.

The network is open to new member provided that the maximum number of partners at any given time should be 20/20 (twenty/twenty).

To become a member of the Magalhães Network, candidate universities should be proposed by a current member university. The following documentation should be supplied by the proposing member university to the Follow-up committee of the network:

1. Three (3) support letters from member universities in at least two (2) different countries on the opposite side of the Atlantic to where the candidate university is located.
2. Letter of Motivation from the candidate university.
3. Statement of Willingness from the candidate university to comply with Magalhães/SMILE procedures by the signature of the Membership Agreement.
4. Data demonstrating the level of international cooperation of the candidate university, in particular the volume of exchange with Magalhães members.

The documents should be sent to the President of the network and to the administrative officer.

The Follow-up committee reviews the candidacies at the Follow-up Committee meeting, before presenting them to the General Assembly.



New members are accepted by a vote at the General Assembly in accordance with the following selection criteria:

- The Magalhães Network will have a maximum of 20 (currently 15) members from Latin America and the Caribbean and 20 (currently 19) members from Europe.
- The Network will accept a maximum of one new member from each side of the Atlantic per year.
- A good balance between countries within each region should be observed.
- New members should have a good track record of cooperation and/or bring added value to the network.

Article 4: Resignation and Exclusion

Members are free to withdraw from the Network by submitting a letter of resignation to the President. In any case, the resigning institution will allow all the students involved in exchanges to complete the study abroad period.

In case of breach of the Statutes and “by-laws” previously adopted by the General Assembly, the exclusion of a member will be proposed to the General Assembly by the Follow-Up Committee.

A member is automatically excluded if:

- It fails to attend a minimum of three (3) General Assembly meetings in a period of five (5) years

OR

- It fails to exchange a minimum number of five (5) students with three (3) different institutions from the other side of the Atlantic over a period of five (5) years.

At each General Assembly meeting the President reports about the exclusions and the Assembly ratifies the decision.

Article 5: Structure of the Network

5.1 President, Vice-President

The Network is chaired by a President appointed by the General Assembly for a period of two years for a maximum of two consecutive mandates. The President is assisted by a Vice-President suggested by the President him/herself. President and Vice-President shall belong to two different Institutions across the Atlantic. Their appointment is personal and not institutional. The Vice-President replaces the President in all his/her duties in case of absence or by delegation of the President. Applicants to the role of President are expected to submit a work plan statement to the Follow-Up Committee prior to the date of the appointment. The Follow-Up Committee will transfer the statements to the General Assembly.



5.2 The General Assembly

The General Assembly is composed by one Representative from each Member Institution who will be the only person entitled to vote. Each Representative can be assisted by one more participant from the same Institution. The General Assembly is chaired by the President of the network assisted by the Vice-President.

The general Assembly is convened at least once a year in ordinary session by the President and as a rule should take place alternatively in Europe and Latin America/Caribbean.

Members unable to attend may ask explicitly to be represented by another member institution. Each Institution can represent no more than one other absent member.

The Assembly can be convened in extraordinary sessions by the President, or upon written request of the majority of its members.

The General Assembly discusses the general policy of the network in accordance with the aims laid out in the preamble, approves the required measures to implement the decisions and sets up committees and working groups when required.

The General Assembly is empowered to:

- modify the Statutes;
- elect the President;
- approve internal regulations (by-laws);
- elect the Follow-Up Committee members;
- vote the admission of new members;
- exclude members;
- dissolve the network;
- take all the financial decisions if and when a budget is created.

Decisions of the General Assembly are taken by majority of Members present if not otherwise stated. Each Member Institution holds one vote.

5.3 Follow-Up Committee

The network is administered by a Follow-Up Committee which is entitled to manage and propose changes to existing actions, propose new actions, submit proposals and strategies to the General Assembly. The Follow-Up Committee evaluates the membership applications, presenting its conclusions to the General Assembly. It regularly evaluates the fulfilment of the membership criteria by the members and proposes possible exclusions, if so required.

The Follow-Up Committee is composed by the President and the Vice-President of the network and 2 representatives from each side of the Atlantic serving a 2-year term. All members should come from different countries. Every year one representative from each side of the Atlantic will be renewed by the General Assembly. The Follow-Up Committee meets in between General Assemblies. Follow-up Committee members are representatives of their regions, either Latin America and Caribbean or Europe. The mandates are renewable for an extra term only and upon elections during the General Assembly meeting.



Article 6: Language

The working language of the Network is English.

Article 7: Representation

Each Member Institution appoints a Magalhães Institutional Representative and a Contact Person (if not the same person). The Representative is the only person entitled to provide official information, participate in the General Assembly and Committee meetings or to appoint a substitute for any of the previously mentioned activities. The President of the Network should be informed promptly about any change in the representation of each Institution.



**List of the Network Members as from the
General Assembly at the Pontificia Universidad Católica del Perú,
Lima, Peru on November 17th and 18th, 2014**

#	Institution	Country
1	Instituto Tecnológico de Buenos Aires	Argentina
2	Université Catholique de Louvain	Belgium
3	Universidade Estadual de Campinas	Brazil
4	Universidade Estadual Paulista	Brazil
5	Universidade de São Paulo	Brazil
6	Universidade Federal do Rio de Janeiro	Brazil
7	Pontificia Universidad Católica de Chile	Chile
8	Universidad de Chile	Chile
9	Universidad Técnica Federico Santa María	Chile
10	Universidad de los Andes	Colombia
11	Pontificia Universidad Javeriana	Colombia
12	Czech Technical University	Czech Republic
13	Pontificia Universidad Católica Madre y Maestra	Dominican Republic
14	Aalto University	Finland
15	École Centrale de Nantes / Groupe des Écoles Centrales	France
16	Institut National Polytechnique de Grenoble	France
17	Paris Tech	France
18	Technische Universität München	Germany
19	Universität Stuttgart	Germany
20	Politecnico di Milano	Italy
21	Politécnico di Torino	Italy
22	Instituto Politécnico Nacional	Mexico
23	Universidad Nacional Autónoma de México	Mexico
24	Universidad Tecnológica de Panamá	Panama
25	Pontificia Universidad Católica del Peru	Peru
26	AGH University of Science and Technology	Poland
27	Instituto Superior Técnico / Universidade Técnica de Lisboa	Portugal
28	Universidade do Porto	Portugal
29	Universitat Politècnica de Catalunya	Spain
30	Universidad Politécnica de Madrid	Spain
31	Universidad Politécnica de Valencia	Spain
32	Lund University	Sweden
33	KTH Royal Institute of Technology	Sweden
34	University of Bath	United Kingdom
35	Universidad Simón Bolívar	Venezuela