

Minutes of the Executive Board Meeting held on September 15, 2014

Location: Petersgraben 45, basement meeting room

Time: 12pm – 2pm

Present: David Atwood, Beat Jucker, Christian Herrmann, Florian Henri Besthorn,
Julia Manzetti, Florian Kuhlmeiy, Angela Heck, Barbara Heer and Christopher Klenk

Minutes: Patricia Eiche

Agenda Items:

1. Approval of the minutes from the executive board meeting in June 2014
2. avuba working group (AAG) on appointment and employment conditions
3. Motion from the General Meeting on December 16, 2013
4. “Ombudsman's Office” advisory service
5. Reporting on the “latest news” from the committees in future newsletters
6. Miscellaneous
7. Internal
8. Next meeting of the avuba executive board

Item 1: Approval of the minutes from the executive board meeting in June 2014

The minutes are approved by all.

Item 2: avuba working group (AAG) on appointment and employment conditions

Barbara Heer is participating in the avuba executive board meeting as the project manager of the working group on appointment and employment conditions. The following topics are discussed:

a) *Bylaws amendment*

The new section “12. Avuba working groups” drafted by the avuba executive board was sent to the AAG on appointment and employment conditions on September 8 for feedback. This feedback was incorporated during the executive board meeting and the current version is worded as follows:

avuba working groups are committees that support one or more of the avuba objectives defined in the bylaws (see Section 3, Purpose). Their role includes developing opinions and proposals for submission to the avuba executive board.

Applications to form working groups are submitted to the avuba executive board in writing. The simple majority of the executive board approves the setting up of an avuba working group and may dissolve it again at a later point in consultation and upon mutual agreement with the project manager.

Working groups are responsible for their own organization. All members of Group III at the University of Basel are entitled to join a working group. The principal goal is to achieve equal representation for all faculties. Further details of voting procedures are to be set out in the application to be submitted to the executive board.

The working group appoints a project manager from among its number to act as a link between the working group and the avuba executive board. As a rule, the project manager and avuba executive board review the progress of the project and the working group's general mandate and objective once per semester. The project manager may attend avuba executive board meetings in an informal capacity. The outcomes of this meeting, usually part of the executive board meeting, are published. The working group reports on its work at the annual avuba General Meeting.

Communication that goes beyond internal communication within the working group is conducted in consultation with avuba.

The avuba working groups can apply to the avuba executive board for financial support.

The Section about working groups is formulated relatively openly so that it can also be applied to future working groups.

The executive board and Barbara Heer, project manager of the working group, agree that official communication has an external impact and, consequently, affects avuba's overall image. Sensitivity is therefore required in political matters.

b) Information from the AAG on appointment and employment conditions

Information is currently being gathered to advise on the next steps to be taken by the working group at the upcoming meeting on September 29, 2014. The project manager will also be elected on September 29, 2014, and two people will be chosen to join with two representatives of the avuba executive board (Angela Heck and David Atwood) to form the project group "2015 event on the future of early career researchers at Swiss universities". The project team will receive administrative support from Patricia Eiche, avuba's head of administration.

c) Request to the working group

The working group is asked to report on its work in 2014 at the General Meeting on December 1, 2014. To this end, it will draw up a brief summary by the next avuba executive board meeting.

Item 3: Motion from the General Meeting on December 16, 2013

On December 16, 2013, the General Meeting issued the following motion to the executive board: By the next General Meeting, the executive board shall compile a document illustrating the involvement and co-determination of Group III within the University and the Faculties. Options will be developed for improving the network and suggestions will be gathered for closing any gaps in representation. The executive board is not currently aware of any such gaps. Members will therefore be called upon in the next newsletter (3rd Quarter 2014) to report any gaps in representation, instances of underrepresentation or democratic deficiencies by October 10, 2014.

The idea was also raised to identify networkers in every institute. This suggestion will be included in the agenda for the next executive board meeting.

Item 4: "Ombudsman's Office" advisory service

Information was included in the first-quarter 2014 newsletter published on February 26, and appears on our website (under "Infocenter/Advice") regarding the discrete and anonymous advisory service offered by co-presidents Florian Kuhlmeier and Angela Heck for all questions relating specifically to teaching and research assistants.

The executive board would like to retain this service because the University's official Ombudsman's Office is made up entirely of professors. It is unlikely that this body would provide objective advice, for example in the event of difficulties with a supervisor.

It is likely that many people are simply not aware of avuba's advisory service.

Item 5: Reporting on the "latest news" from the committees in future newsletters

The executive board believes it would be a good idea to report on the committees in which Group III is represented in the newsletter as regularly as possible. For this to work, confidential information would not be published and sensitive topics would have to be agreed with the respective committee presidents beforehand.

New information: On the evening of Monday, September 15, 2014, Florian Kuhlmeier received an email from Hans Amstutz, General Secretary of the University of Basel, who agrees with this approach.

The next executive board meeting will also discuss whether it makes sense for the avuba co-presidents or, if need be, the avuba executive board to meet in person with the committee representatives once per semester to discuss current matters in more detail.

Item 6: Miscellaneous

a) *Representation of medical students/staff in the AAG on appointment and employment conditions*

Until further notice, Christopher Klenk, medical assistant for sports medicine, will take part in avuba executive board meetings without the right to vote. He will be involved in the working group on appointment and employment conditions with immediate effect.

b) *Application by Science Slam for event support*

The application for support for the Science Slam on October 10, 2014 as an academic or non-academic project is approved and allocated CHF 500.

c) *Future lunch meeting with Professor Maarten Hoenen on the topic of "quality assurance and vision"*

Angela Heck has still not received any response to her email and will therefore contact Professor Hoenen again.

d) *Future lunch meeting on the topic of "open access"*

Due to personnel constraints, the original idea of presenting a debate on open access at one of the lunch meetings seems unrealistic. In addition, it would make more sense to start by informing all those present of the basics of this topic. Nicolas Sartori from the Open Access department of Basel's University Library will therefore be asked to give a presentation on open access.

e) *Advertising for avuba*

An avuba flyer or other material needs to be produced to raise avuba's profile as a representative body and service provider. This is to be completed in the first half of next year at the latest.

Patricia Eiche is requested to ask Student Services whether it would be possible in the future to post these flyers to newly enrolled doctoral students along with their other documents.

f) Clarification is required as to whether a cinema evening can still be arranged in 2014 as a "networking event". This is to be discussed again at the next executive board meeting.

Item 7: Internal

Since the start of the fall semester 2014, Florian Henri Besthorn has represented the University of Basel in actionuni – the association for teaching and research assistants in Switzerland. According to Florian Kuhlmeiy, members can generally determine their own workload. This means the volume of work cannot be estimated at the moment. The executive board therefore decides to compensate Florian Henri Besthorn for the hours worked to the end of 2014 at a rate of CHF 35 per hour.

Item 8: Next meeting of the avuba executive board

The next meeting will take place in October to prepare for the General Meeting on December 1, 2014.

Basel, September 19, 2014



Florian Kuhlmeiy



Angela Heck