

Minutes of the General Meeting held on December 1, 2014

Location: Regenzzimmer

Time: 6pm–7.30pm

Present: 15 avuba members

Minutes: Patricia Eiche

Item 1: Welcome

Angela Heck, co-president of avuba, welcomes the members in attendance to the 2014 General Meeting.

As nobody indicates that their English is better than their German, Angela Heck decides that the General Meeting will be held in German.

Item 2: Election of tellers and approval of the agenda

Nicolette Seiterle from the Faculty of Humanities puts herself forward for the role of teller.

There are no requests to speak regarding the current agenda; the existing agenda is therefore considered approved.

Item 3: Approval of the minutes of the General Meeting on December 16, 2013

The minutes of last year's General Meeting are approved and thanks are expressed.

Item 4: Two motions from the General Meeting on December 16, 2013

4.1 Representation of Group III

- On December 16, 2013, the General Meeting submitted 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.
- Since January 1, 2014, new representative positions or re-elections for University committees and commissions have been handled via avuba and elections conducted where necessary.
- As of December 1, 2014, Group III representatives on University committees and commissions are listed by name on the avuba website under <https://avuba.unibas.ch/en/about-us/committees-and-commissions/>

- In September 2014, the executive board was not aware of any gaps in representation. In the Q3 2014 newsletter, they therefore called upon avuba members to report any hitherto unknown gaps in representation, instances of underrepresentation or democratic deficiencies. As no feedback was received, the avuba executive board assumes that no gaps in representation exist.
- Executive board proposal as of January 2015: At least one meeting per year between the committee representatives and the avuba co-presidium to exchange information, including a report in the newsletter.
-> This proposal is accepted.
- It is also requested that Group III representatives on faculty assemblies be added to the avuba website in the future.
-> The avuba members in attendance support this request. Because seats on faculty assemblies often change, all those present agree with the suggestion to request names from the respective general managers once a year.

4.2 Diversity

- On December 16, 2013, the General Meeting submitted the following motion to the co-presidium:
By the next General Meeting, the co-presidium shall draw up a proposal for an appropriate method of emphasizing diversity in the bylaws. This primarily concerns researchers funded by third parties and outside the university.
- The avuba members present welcome the idea of an additional sentence in the bylaws underlining avuba's commitment to diversity.
- Votes are taken on the following two proposed supplements to the bylaws:
 - a) *The executive board is committed to ensuring that its composition reflects the diversity of the avuba members.*
 - b) *The executive board is committed to ensuring that its composition reflects the diversity of the avuba members. This diversity includes the various forms of funding and affiliation with the university.*
-> Proposal a) is adopted.

Item 5: Discussion and vote concerning new bylaws Section 12: "avuba working groups"

Florian Kuhlmeier explains that after the working group was founded, it was determined that it was important to define how collaboration and communication are regulated, both for the current working group and for any future avuba working groups. For this reason, the working group on appointment and employment conditions has worked together with the avuba executive board to develop bylaw supplement Section 12: "avuba working groups".

The text was provided to avuba members in the invitation to the General Meeting dated October 29, 2014. No objections were raised.

-> The General Meeting approves the following bylaw supplement:

*Section 12 (new): avuba working groups
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 the avuba co-presidium.

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

Item 6: Finances

6.1 Membership fee

Executive board motion to the General Meeting:

- The current membership fee of CHF 15 per semester should be maintained.
-> This motion is carried.

6.2 Annual report 2013

Marc Stalder of the Faculty of Law and Matthias Fastenrath of the Faculty of Psychology reviewed the avuba annual report 2013 on March 18, 2014 and March 24, 2014 respectively and had no comments.

Executive board motion to the General Meeting:

- The present 2013 annual report is approved and thanks are expressed.
-> This motion is carried.

6.3 Budget 2014 and 2015

Executive board motion to the General Meeting:

- The present budgets for 2014 and 2015 are approved.
-> This motion is carried.

Item 7: avuba progress report

Milestones:

- Quarterly newsletter
- Coordination of elections for Group III representatives on University bodies
- Events: Six lunchtime meetings and one cinema evening organized by end of year

- Association work: Five executive board meetings
- Since February 2014: Strategic lead and participation in the avuba working group on appointment and employment conditions, including meetings of the informal working group on university management
- Funding of more than 10 academic and non-academic projects
- Advertising: Development of flyer and banner

Representative tasks performed by the avuba co-presidents within and outside the University in 2014:

- Seat on the board of actionuni – the association for teaching and research assistants in Switzerland
- Meetings with: Language Center, Talent Promotion Committee, Professor Marteen Hoenen
- Participation in: Quality audit, Diss:Kurs, management seminar
- Regular meetings with Patricia Eiche, avuba head of administration

Item 8: Progress report for the avuba working group on appointment and employment conditions

Basil Bornemann and Barbara Heer explain this agenda item.

Initial position:

Changes to SNSF conditions meant that in 2013, the Office of the Administrative Director at the University of Basel began to reflect on appointment conditions for assistants in general. The reform efforts were developed in an informal working group led by Christoph Tschumi. During an avuba lunchtime meeting in February 2014, Christoph Tschumi presented a summary of the planned measures as at January 1, 2015. This presentation caused concern, both during and after the meeting.

Founding of the working group:

Some assistants therefore gathered to discuss further action. These informal gatherings were institutionalized when the avuba executive board accepted the application to found the avuba working group on appointment and employment conditions on March 7, 2014.

Position paper:

The position paper is the result of the working group's meetings up to Summer 2014. It is available in both German and English and in long and short versions on the avuba website at:

<https://avuba.unibas.ch/en/about-us/avuba-arbeitsgruppen/aag-anstellungs-und-arbeitsbedingungen/>

The position paper was developed on the basis of:

- Analysis of the reform model (based on incomplete information)
- The critical appraisal of the planned reform model
- The following demands
 - Lasting improvements for early career researchers
 - A reform that is appropriate to context, purposeful and sensitive to consequences
 - Broad support base, transparent structure and slower decision making

Impact:

- Slower pace to the reform
- Draw up of a new reform model

Perspectives:

- Short-term: Constructive, critical monitoring of further reforms based on the position paper. Representatives from both the avuba working group and the avuba executive board will be elected to Christoph Tschumi's new working group at the next meeting of the working group on December 8, 2014.
- Medium-term: Improvement in situation of "early career researchers"
 - Incorporation of the wider debate regarding the situation and perspectives of "early career researchers"
 - Networking with parties involved in (academic) policy
 - Discussion meeting on the future of teaching and research assistants in Switzerland (planned for the 2015 Spring semester)

Barbara Heer and Basil Bornemann wish to emphasize again that people can join the working group at any time. The next meeting takes place on December 8, 2014 from 6.15pm to 7.45pm in seminar room 105 in the Kollegiengebäude.

At this point, the avuba executive board thanks the working group once again for their commitment and positive collaboration.

Item 9: Elections for 2015

Co-presidium

- Florian Kuhlmei, doctoral student in Business and Economics, and Angela Heck, postdoc in the Faculty of Psychology, are standing for election.
-> Both are elected unanimously for another term.

Candidates for the avuba executive board:

- Barbara Heer, doctoral student in the Faculty of Humanities, is standing for election. Due to Barbara's simultaneous role as project manager for the avuba working group on appointment and employment conditions, electing her to the executive board will ensure optimal collaboration and exchange of information between the avuba executive board and the working group.
-> Barbara Heer is elected unanimously.
- Christopher Klenk, doctoral student in the Faculty of Medicine, is standing for election. Christopher Klenk works as a medical resident and research associate in the Department of Sport, Movement and Health. Thanks to his insight into day-to-day clinical work and his close contact with assistants from the medical subject areas, he would like to represent the views of assistants in the Faculty of Medicine on the avuba executive board alongside sports scientist Christian Herrmann.
-> Christopher Klenk is elected unanimously .

Auditors:

- Ivan Giangreco from the Faculty of Science offers his services.
- The newsletter published in December 2014 will also contain an appeal for a second auditor for February 2015.

Florian Kuhlmei points out that the entire Senate will come up for re-election in spring 2015. The elections for Group III faculty representatives will be organized by avuba where necessary.

Item 10: Outlook

The organizational work is slowly coming to a close. Next year will therefore focus on continuity; however, avuba will also be open to new ideas and aim to make improvements.

The agenda includes:

- Continuing with existing commitments (organization of around 10 lunchtime meetings, funding academic and non-academic projects, etc. as set out in the 2014 progress report)
- Event on the future of teaching and research assistants in the 2015 Spring semester together with the avuba working group on appointment and employment conditions
- Conducting new Senate elections for the 2015 Fall semester
- Supporting the working group on appointment and employment conditions: Monitoring the reform
- Regular meetings between Group III representatives on committees and commissions and the avuba executive board

Item 11: Miscellaneous

Angela Heck asks the avuba members present whether there are any further points to be addressed.

Someone asks how the collaboration with skuba is progressing. Florian Kuhlmeiy explains that skuba tends to turn to avuba particularly for joint financing of individual skuba activities. In such cases, the avuba executive board provides advice on how to proceed. The decisions can be found in the minutes of the executive board. The heads of administration of avuba and skuba meet regularly on an informal basis to exchange information.

Barbara Heer would like to highlight again that on December 8, 2014 – at the next meeting of the working group – representatives will be elected to Christoph Tschumi's new working group on "appointment and employment conditions for assistants".

Angela Heck thanks those present for participating in the meeting and invites them for drinks and snacks.

Basel, December 2014



Angela Heck



Florian Kuhlmeiy