

## **Minutes of the Executive Board meeting held on 23 November 2021**

**Location:** Virtual meeting via Zoom

**Time:** 4:00 – 6:00 pm

**Present:** Esther Maria Meyer, Tizian Troxler, Paula Ava Zora Blank, Séveric Yersin, Butrint Aliu, Nathalie Schicktanz, Ali Darudi

**Absent:** Nesina Grütter, Eva Schnider, Camila Plaza

**Minutes:** Patricia Eiche

### **Agenda:**

- 1. Approval of the minutes of the executive board meeting held on 14 September 2021**
- 2. Personnel: General manager, co-presidium, avuba executive board**
- 3. avuba General Meeting 2021**
- 4. Priorities to the end of 2021**
- 5. Work that must be cancelled or postponed to 2022 for capacity reasons**
- 6. Next avuba executive board meeting**

### **Item 1: Approval of the minutes of the executive board meeting held on 14 September 2021**

The minutes of the executive board meeting held on 14 September 2021 are approved and thanks are expressed.

### **Item 2: Personnel: General manager, co-presidium, avuba executive board**

#### **General manager**

- Patricia Eiche has been managing avuba since May 2013. Tizian Troxler's resignation has led her to realise that, after 8 1/2 years with avuba, the time has come for a change. She has therefore notified avuba that she is resigning as of the end of November 2021 and will leave at the end of February 2022. Her notice period is 3 months.
- After performing various time-consuming tasks on behalf of avuba, Patricia Eiche has accumulated a lot of overtime that she will not be able to offset by the end of the year. Given that it makes no sense for her to offset her overtime next year – she will have to hand over avuba's business to the new co-presidium and to her successor, should one be appointed by that time – the avuba executive board decides to pay her for her overtime. As her contract does not stipulate what to do in this situation, the Swiss Code of Obligations is applied. This means that she is paid on the basis of her hourly rate of CHF 41.66 plus an overtime premium of 25%. The avuba executive board also asks Patricia Eiche not to do any more overtime if possible and to use up her remaining two weeks of vacation by the end of the year.
- Patricia Eiche has not received a pay rise since she was appointed in May 2013. The avuba executive board had therefore decided on 17 November 2021, via circular resolution, to

increase her salary as of 1 January 2022. This decision is hereby revoked, meaning there will be no pay rise for 2022.

- The avuba executive board decides that the new avuba executive board should hold a meeting in December 2021 to discuss and arrange to advertise the general manager position as soon as possible.

#### Co-presidium

- Tizian Troxler is stepping down as avuba co-president as of 2 December 2021 and therefore waives his remuneration for the month of December. Tizian Troxler will remain the Faculty of Law's Group III representative on the avuba executive board until 31 December 2021. As it is currently unclear whether the new co-presidium will be able to take over in December already, the avuba executive board decides to exercise caution and pay Tizian Troxler for any hours spent preparing for, conducting and following up on the General Meeting. He will be paid an hourly rate calculated by converting the avuba co-president salary into an hourly fee (this equates to CHF 38.19 gross). If one of the new co-presidents was to begin his/her/their work on 3 December 2021 already, Tizian Troxler would hand over the follow-up work for the avuba General Meeting.
- Camila Plaza is stepping down as avuba co-president as of 31 December 2021. Given that she currently runs avuba's social media accounts and Patricia Eiche is unable to take on this work in addition to her other tasks, the avuba executive board decides that Camila Plaza may continue to run the avuba Twitter and LinkedIn accounts until this task is assumed by the new avuba co-presidium. She may continue until the end of March 2022 at the latest. As of 1 January 2022, Camila Plaza will be paid an hourly rate calculated by converting the avuba co-president salary into an hourly fee (this equates to CHF 38.19 gross). Accordingly, Camila Plaza will no longer work as an employee but as a representative for avuba from 2022. The social security aspects and consequences have been clarified with the HR of the University and Camila Plaza has been informed thereof. The avuba executive board also agrees that Camila Plaza may hold a virtual lunchtime meeting in January 2022 entitled "Tips & tricks for PhDs" together with the avuba general manager and will be paid the aforementioned hourly rate.
- Since not only one, but both 20%-workload avuba co-presidium positions are to be filled, a call for applications is emailed to all avuba members with an application deadline of Friday morning of 26 November 2021, 8.00 am.

#### avuba executive board

- The avuba executive board decides that section 21 of the avuba financial regulations ("Compensation for extraordinary work") is to be supplemented with the phrase "in the fourth year". The amended sentence will therefore read: "The Executive Board and Presidium are compensated based on the hourly rate of the DOC2 tariff 4<sup>th</sup> year".
- Also, the avuba executive board decides that Séveric Yersin will be paid a gross hourly rate of CHF 38.19 for his extraordinary work during the debriefing on the qualitative survey conducted in the Faculty of Humanities and Social Sciences in October and November 2021. This equates to the hourly rate calculated for the avuba co-presidium (DOC2 tariff, fourth year).

### **Item 3: avuba General Meeting 2021**

At the request of assistants from the Faculty of Humanities and Social Sciences, the avuba executive board approves the following amendments to the agenda circulated on 28 October 2021:

- Original item 4 (“Activity report for the co-presidium 2021”) will be changed to item 3.
- Original item 11 (“Outlook 2022”) will be changed to item 4.
- Three items will be elaborated as follows:
  - The item “Activity report for the co-presidium 2021” will be changed to “Activity report for the co-presidium 2021, including information on the organization of avuba and reasons for the decision not to sign the ‘Petition Academia’”.
  - The item entitled “Outlook 2022” will be supplemented with the following text: “including discussion of items 3 and 4 of max. 60 minutes”.
  - The item “Election of executive board” will be changed to “Election of additional executive board members” because the ex-officio executive board members are elected by the assistants of the respective seven faculties and not by the avuba general meeting.

### **Item 4: Priorities to the end of 2021**

Due to avuba’s lack of personnel, the avuba executive board decides that the following work should be prioritized in 2021:

- Advertising the avuba co-presidium vacancies
- Advertising the avuba general manager vacancy
- Preparing for and following up on the General Meeting 2021
- Quarterly financial audit by Esther Maria Meyer
- Contacting the President’s Office to clarify the status of the revised performance agreement, which is currently with Legal Services

### **Item 5: Work that must be cancelled or postponed to 2022 for capacity reasons**

The executive board decides that there will be no mulled wine reception in 2021 due to a lack of personnel.

The executive board also agrees that the following tasks will not be tackled until 2022:

- Contacting the President’s Office to request an improvement in assistants’ working conditions, including the proposal to “create fixed positions under the professorship (third space)”
- Elections for Senate committee vacancies
- Drawing up and adopting avuba organizational regulations
- Updating the information on the avuba website about Group III representatives on faculty committees and faculty assemblies
- Clarifying avuba’s tax status

- Clarifying the depiction of the asset situation (in accordance with the performance agreement between avuba and the President's Office, the avuba financial regulations and the specifications of the tax authorities)
- Negotiating the definitive revisions to the performance agreement with the President's Office and passing an executive board resolution
- Negotiating a definitive proposal to solve the issue of confidentiality at committee meetings
- Creating a list of all open points for the next executive board meeting


**Item 6: Next avuba executive board meeting**

The next meeting should be held in December 2021 if possible.

Basel, 30 November 2021



Tizian Troxler  
avuba co-president



Patricia Eiche  
avuba general manager