

# avuba annual report 2020

for the attention of the President's Office of the University of Basel

**Date:** 11 June 2021  
**Created by:** Patricia Eiche  
**Co-presidents 2020:** Ann-Kathrin Hess, Camila Plaza  
**Accounts auditors:** Joelle Loew, Margaux Depaermentier

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## 1. Overview from the SAP system

Cost types (planned/actual)		As at: 31/03/2021		in Swiss francs (CHF)	
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Cost center/group	DL5365 avuba	Responsible: Hess / Plaza			
Reporting period:	1 to 12 2020	Report: KS62			
Cost elements	2020	Percentage	2019	Variance (recon.)	
<b>Personnel costs</b>	<b>85,405</b>	<b>81%</b>	<b>88,691</b>	<b>-3,286</b>	
30130 Creation of printed materials	0		457	-457	
30199 Third-party services	5,865		4,025	1,840	
47010 Office supplies	331		189	142	
47030 Postage	17		0		
48010 Non-travel and travel expenses	0		113	-113	
48020 Advertising and representation	3,358		24,664	-21,306	
48300 Personnel continuing education	5,400		0		
49030 Contributions to private individuals	1,051		800	251	
49040 Contributions to institutions	600		1,700	-1,100	
49080 Allocations from university funds	3,300		3,950	-650	
<b>Operating costs</b>	<b>19,921</b>	<b>19%</b>	<b>35,898</b>	<b>-21,394</b>	
<b>Total costs / expenditures</b>	<b>105,326</b>	<b>100%</b>	<b>124,589</b>	<b>-24,680</b>	
60016 AVUBA membership fees	83,010		80,265	2,745	
Internal income	83,010	100%	80,265	2,745	
<b>Costs ./ internal income = deficit guarantee</b>	<b>22,316</b>	<b>0%</b>	<b>44,324</b>	<b>-22,008</b>	
<b>Total revenue</b>	<b>105,326</b>	<b>100%</b>	<b>124,589</b>	<b>-19,263</b>	

## 2. Comment on the year 2020

avuba activities in 2020:

- January: Providing information about the impact of the avuba PhD & Postdoc Survey 2018 and deciding to launch an avuba Postdoc Survey that was sent to 504 postdocs on 24 November 2020.
- March: Feedback to the Strategy Committee for Data Availability and Information Technology (SIVIT) on the importance of cloud-based tools for teaching and research for Group III members.
- January to June: Bilateral exchange with all Group III representatives on cross-faculty committees.
- March / April / May / July: Writing various emails to assistants with information about COVID-19 measures, including a qualitative survey in April on current questions and problems and the corresponding answers from the President's Office.
- June: Selecting, organizing and financing three online courses for doctoral students and postdocs on the topic of careers in place of avuba's 2020 social events.
- July: Feedback on the doctoral student survey developed by GRACE and the Quality Development Office.
- July to November: Developing and distributing the Postdoc Survey 2020.
- August / September / October: Various discussions and meetings on the "petition to the Swiss Federal Assembly to create a substantial number of stable postdoc positions". The avuba executive board decided not to support this as the text appeared to be poorly thought-out, contentious and contained inappropriate phrasings and statements that could not be verified satisfactorily. Recommendation: Reconsider approach and form. Including participation in the actionuni delegate assembly.
- September / October: Preparing a paper for the November workshop with the President's Office on how family-friendly the University is for Group III (meeting has been postponed until May 2021)
- October: Feedback on the University's Quality Strategy Paper 2020 for accreditation
- October: Feedback on the University's code of conduct
- October: Virtual meeting with the Group III representatives on cross-faculty committees
- November: Complete revision of the avuba bylaws
- Six avuba lunchtime meetings, four of which took place online
- Participating in the virtual University Welcome Day in September
- The avuba executive board approved partial funding for three academic and non-academic projects. Two of these projects were submitted after the General Meeting, i.e. as of 30 November 2020, and were approved by the avuba executive board in December 2020. The costs for these two projects will be incurred in 2021.

The co-presidents for 2020 were elected at avuba's Ordinary General Meeting 2020 on 2 December 2019: Ann-Kathrin Hess, a doctoral student at the Faculty of Humanities and Social Sciences, and Camila Plaza, a doctoral student at the Faculty of Business and Economics.

### 3. Details of the individual items

#### Personnel costs

Personnel costs of CHF 85,405 make up 81% of total expenditure. The avuba co-presidents were both remunerated for a 20% workload in accordance with the DOC2 pay scale. In 2020, Patricia Eiche, the head of administration, worked for avuba at a workload of 40%. Personnel costs also included honoraria totalling CHF 3,920 to six different people, due mainly to extraordinary work connected to the avuba Postdoc Survey 2020. This was remunerated at an hourly rate of CHF 35. Extraordinary work for avuba was conducted on behalf of the avuba executive board.

#### Operating costs

##### *Third-party services*

CHF 5,865 were spent on translating documents from German to English.

##### *Office supplies*

CHF 331 were spent on office supplies.

##### *Postage*

CHF 17 were spent on stamps to post vouchers to the winners of the Postdoc Survey 2020.

##### *Advertising and representation*

Expenses for “advertising and representation” amounted to CHF 3,358. This includes CHF 1,127 for catering at two lunchtime meetings and the avuba General Meeting reception on 2 December 2019. CHF 500 were spent on co-funding a happy hour at Verso in February 2020. The avuba executive board members, who serve as volunteers, were presented with gifts totalling CHF 927. Carmen Faso, the co-president of actionuni, received CHF 200 for her exceptional efforts. This item also included CHF 603 for vouchers sent to the winners of the Postdoc Survey 2020 (every 10th completed survey won a Coop voucher worth CHF 30, plus CHF 3 for envelopes).

##### *Personnel continuing education*

On 19 May 2020, due to the pandemic, the avuba executive board decided to cancel the avuba barbeque evening scheduled for June 2020. The board decided to spend this money on online courses for assistants on topics not covered by current Transferable Skills courses. Patricia Eiche was tasked with finding courses and presenters. The three courses for doctoral students (“What next after your PhD”) and the three courses for postdocs (“Finding a job after your postdoc”) were administrated via Transferable Skills. The courses cost a total of CHF 5,400. The University of Basel accounting department posted these costs to “personnel continuing education”; avuba believes that “third-party services” would have been more appropriate.

##### *Contributions to private individuals*

The costs of co-financing three academic and non-academic projects approved by the avuba executive board in 2019 were included in “contributions to private individuals”: CHF 300 for a ski weekend for chemistry assistants, CHF 400 for a ski event for doctoral students and postdocs in the Faculty of Business and Economics, and CHF 351 for social drinks for doctoral students and postdocs in the Faculty of Psychology.

*Contributions to institutions*

This includes avuba's membership fee for actionuni – the Swiss umbrella organization for associations of non-professorial academic staff – for 2020 (CHF 600).

*Allocations from university funds*

avuba's financial contribution to the skuba clinic (free legal advice) of CHF 2,000 for an additional year was posted to this account. This item also includes contributions to two academic and non-academic projects approved by the avuba executive board that were transferred to internal university accounts: a) CHF 1,000 for the cross-faculty "Matters of the Urban" project, which was approved in 2020, and b) CHF 300 for the postdoc retreat run by the Biozentrum/Center for Pharmaceutical Sciences, which the avuba executive board approved in 2019.

**Internal income**

According to the lists provided to avuba by Human Resources (postdocs) and Student Services (matriculated doctoral students), avuba had 3,150 assistant members in 2020. Given a membership fee of CHF 15 per semester and 3,150 members, internal income amounts to a mathematical total of CHF 94,500 for 2020. For processing and transparency reasons, however, the avuba membership fee has been waived for all first-semester doctoral students since the end of 2017 in agreement with Student Services. This means that, since this rule was introduced, income from membership fees has been reduced by around CHF 10,000.

According to the SAP system, avuba's internal income generated through membership fees amounted to CHF 83,010 in 2020.

**Deficit guarantee**

avuba's expenses for 2020 totalled CHF 105,326. Internal income amounted to CHF 83,010. This equals a deficit of CHF 22,316, which is covered by the university's deficit guarantee. Therefore, as in previous years, avuba's annual result for 2020 is CHF 0.

**4. Accounts auditors' comments**

At the avuba Extraordinary General Meeting on 20 January 2021, Margaux Depaermentier, a doctoral student at the Faculty of Humanities and Social Sciences, and Joelle Loew, a doctoral student at the Faculty of Humanities and Social Sciences, were elected as accounts auditors for 2021 to audit the avuba annual report 2020 in 2021.

Margaux Depaermentier and Joelle Loew audited the avuba annual report 2020 on 27 May 2021 and on 3 June 2021 respectively and had no further comments to add.

## 5. Outlook

The new avuba co-presidents – Camila Plaza, a doctoral student at the Faculty of Business and Economics, and Tizian Troxler, a postdoc at the Faculty of Law – began their work in January 2021.

The following activities are planned for 2021 as decided at the avuba General Meeting on 27 November 2020:

- Continuing to focus on the loss of research time/restrictions on research in connection with COVID-19:  
Extract from the minutes of the executive board meeting on 1 September 2020: “Whereas the contract extensions for contracts that expire at the end of 2020 have served to cushion the short-term impact of the COVID-19 pandemic, it is not yet possible to estimate its impact in the long term. avuba will continue to monitor developments and raise the issue, or rather raise awareness of the issue, in discussions with the university administration and the President’s Office. This topic will be a standing agenda item for upcoming executive board meetings until further notice. Further steps will be taken as required.”  
As avuba has already mentioned in its October 2020 members’ newsletter, the President’s Office has tasked avuba with collecting information about cases that could not be resolved directly with the relevant supervisor. If a research project by a Group III member is delayed by the pandemic to such an extent that it cannot be completed on schedule and the member has been unable to find a solution with their manager, they can contact [Patricia Eiche](#), the avuba general manager. avuba is gathering information about cases/problems/obstacles and will discuss them anonymously with the President and Vice Presidents.
- Reporting on the results of the Postdoc Survey 2020 and suggesting measures
- Drawing up/developing financial regulations
- Twice a year: Meeting with the Group III representatives on the cross-faculty committees (discussion of topics affecting Group III)
- Continuing existing obligations (lunchtime meetings via Zoom, funding academic and non-academic projects, etc.)

The General Meeting did not suggest any other matters to be addressed by the avuba executive board and general manager in 2021.

The avuba General Meeting on 27 November 2020 approved a budget for 2021 that assumes the University of Basel’s deficit guarantee will amount to CHF 47,800. As various planned avuba events cannot take place due to measures implemented as a result of COVID-19, the avuba executive board will determine potential measures for increasing avuba’s visibility among its members at its meeting in May 2021 (should social events prove impossible in 2021 as well).

Basel, 11 June 2021



Patricia Eiche  
avuba General Manager



Camila Plaza  
avuba Co-President  
2020 und 2021