

Annual report of avuba 2023

for the attention of the avuba General Meeting

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Information: This document will be submitted to the avuba General Meeting for approval at the end of 2024.

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1. Annual financial report 2023

<i>in CHF</i>	2023	2022
Wages (co-general managers and co-presidium)	141'133	104'415
honoraria	533	1'299
Costs for personnel expenses	141'666	105'714
Communication costs (newsletter subscription)	65	10'322
Office supplies	45	116
Travel expenses	146	131
Refreshments for lunchmeetings and other meetings	3'126	1'271
Happy hour, BBQ and other social events for all members	4'112	2'643
Gifts to the avuba board	1'101	1'190
Personnel continuing education (course)	1'800	0
avuba membership fees for actionuni	300	600
Co-financing of free legal advice (skuba-Clinic)	2'000	2'000
Co-financing of academic and non-academic projects	2'895	7'291
Costs for operating expenses	15'589	25'565
TOTAL EXPENSES	157'255	131'279
Income from membership fees	114'077	96'833
Result before the University's financial contribution	-43'178	-34'446
Income from the University's financial contribution	77'000	50'000
Effective year-end result	33'822	15'554

2. Financing

The basic funding of the Assistant's Association of the University of Basel is provided on the one hand by the collection of membership fees and on the other hand by financial contribution from the University of Basel:

- avuba membership fees: CHF 20 per member per semester. The number of avuba members remains unchanged at around 3,200, with first-semester doctoral researchers being exempt from the avuba fee.
- Financial contribution from the University: CHF 77,000 per year

FINANCING	2023	2022
Income from membership fees	114'077	96'833
Income from the University's financial contribution	77'000	50'000
TOTAL REVENUE	191'077	146'833

3. Statement of assets

The avuba assets are made up of the two year-end results for 2022 and 2023 and amounted to a rounded CHF 49,376 as at 31.12.2023.

Year-end result 2022	15'554
Year-end result 2023	33'822
Total reserves as at 31.12.2023	49'376

	Assets			Liabilities	
	2023	2022		2023	2022
Cash and cash equivalents	49'375.77	15'554	Reserves	49'375.77	15'554
Total assets	49'375.77	15'554.00	Total liabilities	49'375.77	15'554.00

The current performance agreement with the President's Office dated February 1, 2022 states: "The President's Office reserves the right to reduce the annual fixed amount if avuba's reserves resulting from the transfer of unused university funds exceed the amount of CHF 50,000."

4. Costs

The costs of avuba amounted to CHF 157,255 in 2023.

Personnel costs - 141,665.35 francs

At CHF 141,665.35, personnel costs accounted for 90% of total expenses. The avuba co-presidium was compensated at the DOC2 rate for a 20% workload. The avuba co-general managers split the total workload of 90%: Amancaya Formica worked 50% and Patricia Eiche 40% for avuba. In addition, honorarium compensation in the amount of CHF 532.70 was credited under this item.

Operating costs - 15,589 francs*Communication costs - 65 francs*

The avuba newsletter was redesigned and sent out with Swiss Newsletter since September 2023. Costs of CHF 32.50 each therefore occurred for the fall and winter newsletters.

Office supplies- 45 francs

The costs for office supplies amounted to CHF 44.95.

Travel expenses- 146 francs

In September, avuba visited the ACIDUL mid-level faculty association at the University of Lausanne. The travel expenses include train tickets.

Refreshments for lunchmeetings and other meetings - CHF 3,126

Expenses for refreshments at the 13 lunchtime meetings organized by avuba for avuba members as well as refreshments for avuba meetings in 2023 - for example for the avuba board or the avuba General Meeting - amounted to CHF 3,126.

Happy hour, BBQ and other social events for all members - 4,112 francs

With this money, avuba organized 4 happy hours, a BBQ and 4 other events at Verso. In addition, a welcome aperitif for new assistants was carried out together with GRACE in September.

Gifts to the avuba board - CHF 1,101

The faculty representatives of the assistants and their deputies are ex-officio members of the avuba board and do all their work unpaid. At the end of the year, avuba therefore presented them each with a Lackerli-Huus advent calendar.

Personnel continuing education - 1,800 francs

At the request of the avuba Co-Presidium 2023, a one-day leadership course was organized, to which not only the avuba board but also the assistant representatives in cross-faculty committees were invited.

avuba membership fees for actionuni - CHF 300

avuba paid actionuni - the umbrella organization of Swiss mid-level management associations - the annual membership fees.

Co-financing of free legal advice (skuba-Clinic) - CHF 2,000

avuba's participation in the skuba-Clinic costs CHF 2,000 for one year (September 2023 to September 2024). This entitles avuba members to use this service free of charge.

Co-financing of academic and non-academic projects - CHF 2,895

avuba provides financial support to projects by assistants for assistants that serve to fund community building and the development of the assistants' network. A maximum of CHF 500 can be applied for for faculty projects and a maximum of CHF 1,000 for cross-faculty projects. The applications and the financial contribution are approved by the avuba board at the beginning of June and the beginning of December. Payment is usually made after the event has taken place. In 2023, a total of CHF 2,895 was paid out to 10 projects.

5. Activity report

- January: avuba board meeting, preparation of important questions for the assistants in the faculty support groups at faculty level as part of the "Doctoral researcher's survey at departmental level" project;
- February: avuba newsletter sent out, 1st meeting of the Doctorate & Postdoctorate Forum (subjects: "Third Space positions and prospects for mid-level academics" and "Authorship and integrity in research"), first development of a questionnaire on "Semester fees and assistants' salaries" (survey results still pending), preparation of the 2022 annual report;
- March: Participation in Welcome Day, internal financial control Q1;
- March to November: Collaboration in the Switzerland-wide "Mental Health Survey" project of actionuni;
- April: avuba board meeting, Google Forms application for avuba events set up;
- May: avuba newsletter sent out, bilateral discussion with the President's Office, resolution and signatures "no child support allowances for avuba general managers";
- May to November: Collaboration on the paper "Participation - suggestions for improvement from the perspective of Group III", together with the Head of Quality Development;
- May-August: Revision of the avuba website, development of the new avuba newsletter, gaining Twitter (X) followers (from approx. 100 to 400);
- June: 2nd meeting of the Forum Doctorate & Postdoctorate (subjects: "Academic integrity with a focal area of co-authorship" and "Postdoctorate: Third Space"), drafting of a welcome email for new avuba members (to be sent twice a year from now on), submission of documents on tax exemption (response still pending), meeting with the Dean of the Faculty of Humanities, Veronika Sossau (Gr. III Phil.Hist.) and Maria Tranter (vpod) regarding "Mittelbaureform", internal financial control Q2;
- August: Creation of the avuba communication concept and the avuba guidelines;
- September: avuba board meetings, dispatch of avuba newsletter, participation in the panel discussion "Zukunft Mittelbau?", bilateral discussion with the President's Office, welcome day for doctoral researchers and postdocs, potluck BBQ, internal financial audit Q3;
- October-November: Compilation of a document with all important information on all cross-faculty university committees, actionuni General Assembly, meeting with two people from the Dean's Office of the Faculty of Humanities regarding "Mittelbaureform", 3rd meeting of the Doctorate & Postdoctoral Forum (subjects: "Permanent positions in mid-level academics", "Current status of the Faculty of Humanities' Mittelbaureform" and "Job description and protected research time"), meeting with the Head of HR (in the future, an avuba information sheet for assistants will be enclosed in addition to the contract documents), preparation of the avuba General Meeting, the "actionuni's Swiss wide mental health survey" project team finalizes the questionnaire and prepares the documents for the ethics committee, finalization of the proposed measures "Improving the right to participate of assistants at the University of Basel" (Rectorate proposal), internal financial audit Q4;
- December: Dispatch of avuba newsletter, X-mas Happy Hour @Verso, retreat for old and new co-presidium including the co-general managers;
- Ongoing: Filling the vacant Gr. III seats in cross-faculty committees;

- Organization of events: 13 lunchtime meetings, 4 financial seminars, 6 happy hours, 4 faculty and 2 cross-faculty events;
- Financing of 14 academic and non-academic projects.

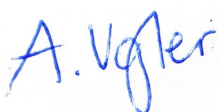
The avuba Co-Presidium 2024 was elected at the ordinary avuba General Meeting on November 27, 2023: Antonia Vogler, doctoral researcher at the Faculty of Humanities, and Lars Fluri, doctoral researcher at the Faculty of Business Administration and Economics.

6. Outlook

avuba has set the following priorities for 2024:

- Discuss measures to improve the working conditions of assistants with the President's Office and initiate them where possible;
- Improvement of academic self-government of assistants in accordance with the Rectorate proposal by Olivier Binet, Head of Quality Development, on the subject of "Participation";
- Send monthly emails with the most important information to the new assistants;
- Participation in the "actionuni's Swiss Mental Health Survey" project. The survey will take place from May to September 2024 and will then be evaluated throughout Switzerland as well as for each higher education institution;
- Continuation of existing commitments (lunchtime meetings, co-financing of academic and non-academic projects, management of the avuba social media accounts).

Basel, March 30, 2024



Antonia Vogler
avuba Co-President 2024



Lars Fluri
avuba Co-President 2024