

Protocol of the Assembly of Delegates 2016

Participants Designated delegations of member organizations
Designated delegations of organizations applying for membership (ACIDUL)
Guests: representatives of VSS-UNES, a representative of the PH Graubünden (see appendix)

Author Board of actionuni 2015 (azi)

Date/Time 06.04.2016 at 4 pm at University of Berne (UniS A301)

Topic **Assembly of Delegates 2016**

Agenda

1 Welcome and information

Andrea Tamas opens the assembly and welcomes the delegates and guests.

2 Election of the minute taker and vote counter

Minute Taker: Andrea Zimmerli
Vote Counters: Lars Bütthe, Antoine Chollet

3 Approval of the agenda

The delegates approve the agenda.

4 Approval of the protocol of the Assembly of Delegates 2015

Unfortunately, in March 2015 the protocol of the Assembly of Delegates 2015 was sent out without the financial supplement (though the supplement was mentioned on page 5). The board asks the Assembly of Delegates to approve of the protocol and the supplement.

- ➔ [4_20150320_DV-actionuni-Protokoll_def](#)
- ➔ [4_20150320_Supplement Finances 2015](#)

The delegates approve the protocol and supplement of the assembly of delegates of 2015 per acclamation.

5 Annual Report 2015

- ➔ [5_20160301_Annual-Report2015](#)

The document was sent to the delegates beforehand. For detailed information, please consult the corresponding document. Also, summarized information can be found in the presentation of the Assembly of Delegates 2016.

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Andrea Tamas presents the annual report of the presidents and the topics as follows:

New Website: <http://www.actionuni.ch/>

Feedback and Inputs are welcome.

The board thanks Lars Bütke for his great work and support in developing the new web presence of actionuni.

Offer for Office space

Actionuni received an offer from MVUB (Uni Bern) for an office space to set up a general secretariat.

Due to the current financial situation of actionuni and the decision to first set up a strategy (Assembly of delegates 2015), the board declined the offer.

Networking

Actionuni made contact with different political and academic organizations, e.g. swissuniversities.

The exchange was very positive; actionuni is more and more often invited to attend meetings and events and to participate in consultations. The board values this as a positive sign; actionuni is recognized as a partner.

Report from the Swiss National Science Foundation (SNF-Stiftungsrat)

The delegates in this political body, Nenad Stojanovic and Irmtraud Huber, could not attend the assembly. Andrea Tamas presents the report.

Swiss Conference of Higher Education SHK/CSHE

The delegate in this political body, Ruth Lyck, presents the report. Actionuni has an advisory vote. Ruth gives a description of the assignment and placement in the political and academic landscape.

Ruth emphasizes that this body is also responsible for long term projects. E.g. the decisions on the BFI-Message 2021-2024 are made within the next months.

Swiss Accreditation Council

Florian Lippke, as the delegate in this political body, presents the report. He also gives a description of the assignment and its central role in the political and academic landscape. Actionuni has a full seat in this body. This is very important.

Eurodoc

Clemens Nyffeler is one of two delegates actionuni sent to the 2015 Eurodoc conference and he presents the report.

Eurodoc is the European association of organizations representing scientific staff.

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One of the current goals of Eurodoc is the entry into the ERA Stakeholder Platform.

6 Financial Report 2015 and discharge of the board

[6_20160317_Financial Report 2015](#)

The financial report was sent via email and is a supplement to this protocol.

Andrea Tamas and Carla Duss present the financial report, as the treasurer Armin Zenker could not attend the meeting.

The auditor, Thomas Meier, points out, that some membership dues from 2015 were only paid in 2016. This made the statement of accounts difficult. But the auditors have verified and released the accounting. The board asks the delegates to approve and to discharge the board.

The assembly of delegates approves of the account per acclamation and the board is discharged.

The board thanks the auditors, Thomas Meier and Dennis Scheidegger, and the treasurer, Armin Zenker, for their work.

7 Welcome of new member organizations

- ACIDUL (University of Lausanne)

The delegates of ACIDUL present their organization.

ACIDUL has approx. 2500 members and runs a secretary office. The university supports the organization financially. The organization has seats in several institutional bodies. ACIDUL provides services to their members, e.g. a contact point in the secretary office and a web-platform to compare the specification sheets and working conditions.

In the last years, ACIDUL organized two national conferences on the situation of the non-professorial teaching staff. As a result, they developed a petition on the working conditions of young researchers which they briefly present to the Assembly of Delegates.

The assembly of delegates votes ACIDUL to be a member of actionuni per acclamation.

8 Change of statutes

To the board of actionuni it is of utmost importance, that the people representing actionuni in the Swiss National Science Foundation, the SHK/CSHE (Hochschulkonferenz and -rat), the Swiss Accreditation Council and Eurodoc are closely involved in the discussions and decisions of the board of actionuni. Therefore, in 2015 the board always invited Irmis Huber, Nenad Stojanovic, Florian Lippke and Clemens Nyffeler to participate in the bi-monthly board

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meetings. Their reports and contributions were of very high value for the board. Based on this excellent experience, the board proposes an amendment to the statutes of actionuni.

➔ [8_20160406_Statuten_actionuni-Draft](#)

The assembly approves per acclamation of the changes as follows:

§ 22, section 2: "Die Vertretungen der Schweizerischen Hochschulpolitik **im Sinne von § 12, Buchstaben j**, sind kooptierte Vorstandsmitglieder."

§ 24: "Die kooptierten Vorstandsmitglieder sind stimm- und antragsberechtigt. Die Kompetenzen gemäss § 21 Buchstaben b), **c)** und f) kommen ihnen nicht zu."

9 Membership fee 2016

The board suggests to apply the same calculation method for the 2016 membership fee as for 2015.

Inputs from the delegates:

- The starting point for calculation should be r_0 .
- It is not clear to all member organizations, that calculation of the membership fee is based on the organizations' paying members.

The board (treasurer or actuary) will inform regularly and will ask for numbers of members and paying members yearly before the assembly.

The assembly of delegates approves per acclamation of the calculation method and the membership fee for 2016.

tanh with maximum rate ($r_0 = 1.00$ CHF): maximum fee per member association of CHF 600.-, starting point for calculations at CHF 1.-.

Organization / paying members per 31.12.2015 / fee for 2016:

vmad / 0 / 0 CHF

VMPH / 0 / 0 CHF

MiNW / 4 / 4 CHF

MiZFH / 20 / 20 CHF

MOL / 33 / 33 CHF

ACINE / 46 / 46 CHF

MibaLU / 40 / 40 CHF

ACIDE / 600 / 457 CHF

VAUZ / 725 / 502 CHF

MVUB / 858 / 535 CHF

CSWM / 960 / 553 CHF

AVETH / 2274 / 599 CHF

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ACIDUL / 2500 / 599 CHF

Avuba / 3204 / 600 CHF

If the number of paying members is not correct, the member organizations please notify the board.

10 Election of the Board of actionuni for the year 2016/17 and of representatives of actionuni

a) Board elections

Unfortunately, Florian H. Besthorn (University of Basel) will not stand for re-election to the board of actionuni. The board thanks Florian for his great support and wishes him all the best for his professional and personal future.

Francis Kay of ACIDUL stands as candidate for the board.

Florian Lippke of CSWM stands as candidate for the board.

Both candidates present themselves to the assembly.

As the assembly has agreed on making the delegates in body of higher education co-opted members of the board (see agenda point 8), Ruth Lyck steps down as re-eligible candidate for the board but she remains a coopted board member to allow for a better regional representation of the board members. The board thanks Ruth for her continuous effort and support.

The board to elect

Andrea Tamas (ZHAW)

Armin Zenker (FHNW)

Carla Duss (PHLU)

Andrea Zimmerli (PH Bern)

Francis Kay (Uni Lausanne)

Florian Lippke (Uni Fribourg)

The assembly elects the board per acclamation.

The board suggests putting together the presidency of three people, representing all types of universities. Andrea Tamas, Carla Duss and Florian Lippke run for **presidency** as a team.

The assembly votes for this presidency per acclamation.

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Auditors

Thomas Meier (BFH) and Dennis Scheidegger (ZHAW) stand for reelection.

The assembly elects Thomas and Dennis per acclamation.

b) Election of actionuni representatives

Unfortunately, Clemens Nyffeler (EPFL) will not stand for re-election within Eurodoc. The board thanks Clemens for his support and wishes him all the best for his professional and personal future.

Candidates for Eurodoc: Salome Adam, William Ralvenius (both University of Zurich)

William Ralvenius couldn't attend the meeting. Salome Adam presents herself and William and their interest in representing actionuni in Eurodoc.

The assembly elects Salome and William per acclamation.

The other representatives of actionuni in the SNSF (Nenad Stojanovic), SHK (Ruth Lyck) and SAR (Florian Lippke) are not due for re-election this year.

11 Mission Statement of actionuni

The board has been working intensively on a new Mission Statement for actionuni. Member organizations were contacted at several moments in the development process. The assembly of delegates will be asked to decide the proposed Mission Statement.

➔ [11_20160217_Leitbild_EN_Version-DV16](#)

➔ [11_20160217_Leitbild_DE_Version-DV16](#)

Andrea Tamas presents the themes of the statement.

Discussion and inputs:

- Statement: "We exercise rights, assume duties and realise chances of participation."
 - What duty has the non-professorial staff in this context? The member organizations do not have duties from their universities. But it could be if an organization receives money e.g. from the university, that it comes with duties.
 - This sentence in the mission statement rather has the meaning that if actionuni takes up seats in educational or political bodies this comes with the duty to contribute.
- VAUZ requests that "Gender and diversity" should be added as specific aspects in the mission statement.
 - Opinions differ whether this is too specific and rather for the strategic goals or whether this should be included a) as a separate bullet point in the mission statement or integrated in the first one.

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The delegates decide to vote whether to include gender and diversity or not and how:

a) Include the topics or not:

Yes: 26

No: 20

Abstentions: 0

The topic will be included.

b) How to include it:

New bullet point (stand-alone): 14

Integrate into other bullet point: 27

Abstentions: 5

The topics will be integrated in the text. The board will make a written suggestion to the member organizations and set a date for feedback. If the board receives no objections until the set deadline, the mission statement is approved and will be published on the website.

12 Strategic goals 2016-2020

Based on the new Mission Statement, the board presents its suggestions regarding the strategic goals of actionuni for the years to come.

The strategic goals were prepared and discussed by the board. The board elaborated a strategy paper, which is not intended for publication. The timeframe it covers is synchronized with the BFI-period. The main strategic objectives for the coming years include:

- the elaboration of a working paper with our positions regarding the working conditions and career path models of the non-professorial academic staff (see 13 below)
- successful networking by actionuni with the main players in the political sphere on higher education and research, most importantly the appointment of non-professorial academic staff as experts in the accreditation of institutions of higher education in Switzerland (AAQ) and the possible involvement of actionuni representatives in working groups or delegations of swissuniversities.
- the involvement in the discussions/decisions relating to the a) implementation of the upcoming BFI-message 2017-2020 and b) the development of the next one 2021-2024.
- a professional general secretariat to support the activities of the board.

The question was raised, how actionuni intends to finance a secretariat and whether there are possibilities for external funding. The board referred to the 2015 assembly of delegates which decided to postpone funding questions until a strategy was in place. Further, the board informs

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the assembly that it has been in contact with the State Secretariat for Education, Research and Innovation (SERI) but that the only possible funding via the federal government will be to launch specific projects.

The board asks the assembly of delegates to commit to the goal to get involved in the process of institutional accreditation. It means to commit to finding representatives of the non-professorial academic staff who will be active in institutional accreditations and therefore invest time to be trained. The goal is to create a pool of experts, similar to the one of the students association VSS.

The assembly of delegates commits to this goal per acclamation.

Interest for the role as accreditation experts was already expressed by Salome Adam (VAUZ) and Ruth Lyck (MVUP).

13 Elaboration of a Position Paper of actionuni

The board suggests assigning a working group to write a position paper on the strategic goals.

The assembly of delegates agrees to put in place a working group for the elaboration of a position paper of actionuni.

As members of the working group are assigned: Salome Adam (VAUZ), François Allisson (ACIDUL), one person from ACINE (to be defined). Other organizations ask their members again.

14 Political task force

One of our member organizations suggested putting in place a political task-force. During the term 2015/16, political statements were elaborated by the board of actionuni. The board would welcome the help of a political task force which suggests to the board texts or text fragments for political statements. The Assembly of Delegates is invited to discuss the suggestion and decide on the establishment of such a political task force. The task force will have to be prepared to get into action on short notice.

The assembly of delegates agrees to put in place a political task force.

Wolfgang Fuhrmann (VAUZ) and Antoine Chollet (ACIDUL) ***offer their participation.*** Salome Adam (VAUZ) as well, if her service is needed.

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15 VSS-UNES-USU – Presentation of their current project regarding refugee students

The representatives of VSS present their current project on supporting refugee students in higher education. Start of the mentoring programs is in summer in Geneva and Basel.
For further information on and support of the project, kindly contact the VSS.

16 Project “AdValue” swissuniversities

Carla Duss presents a project of swissuniversities to enhance and support political communication of Universities about the importance of Switzerland being a member of the European Research Area. A political ballot is expected to be initiated this year.
The board encourages the member organization to participate in the upcoming workshops. Swissuniversities would like especially the non-professorial staff to participate.

17 Aperitif

The presidents close the assembly at 18:40 and invite all delegates and guests to attend the aperitif.

Actionuni der Schweizer Mittelbau



Andrea Tamas
Co-President actionuni



Carla Duss
Co-President actionuni



Andrea Zimmerli
Actuary actionuni

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Appendix: Participants

<i>Name</i>	<i>Vorname</i>	<i>Organisation</i>
Adam	Salome	VAUZ / Eurodoc
Besthorn	Florian	AVUBA
Bohl	Marian	VAUZ
Büthe	Lars	AVETH
Chollet	Antoine	ACIDUL
Duss	Carla	MiBaLu
Fuhrmann	Wolfgang	VAUZ
Jung	Arik	AVETH
Kromer	Mirjam	CSWM
Lippke	Florian	CSWM
Lüthi	Fabienne	vmph
Lyck	Ruth	MVUB
Meier	Thomas	vmad
Nyffeler	Clemens	ACIDE
Tamas	Andrea	MiZFH
Teuscher	Joel	ACIDE
Thoele	Florian	AVETH
Zimmerli	Andrea	vmph
Metz	Andreas	MVUB
Bodendörfer	Judith	CSWM
Bascio	Tomas	MiZFH
Allisson	François	ACIDUL
Ritter	Christine	ACIDUL
Kay	Francis	ACIDUL
Hensel	Tobias	VSS-UNES (Guest)
Widmer	Simone	VSS-UNES (Guest)
Imhof	Andreas	PH Graubünden (Guest)