1. The assembly goes into session on 19.11.2018, 18:05, at Raum Misrock of the DBSSE.
2. David Fuchs reports on what the board and politics team did during 2018. He talks about the abuse of power that was reported by the AVETH survey and what the VMB did about it:
   - Code of conduct.
   - Thesis committees.
   - Contract extension guidelines.
   - Map of support contacts.
3. David Fuchs talks about ongoing postdoc affairs:
   - Graded salary levels. Why? Because some postdocs still need training.
   - Definition of the work of a postdoc. Now a postdoc is someone that has a PhD, but there should be a better definition.
4. David Fuchs talks about vacation day transfer:
   - If you do not take your holidays the year they are awarded, the rule is that you have to officially ask your boss to be able to take them the year after. Then, the holidays need to be taken the first three months.
5. Report of PhD days by Linh Ho and Selen Manioglu
6. Activity reports: beach volleyball, tabata, beer brewing, sports events
7. David Fuchs talks about the counseling team: its functions, how to contact it, and options available
8. Marc presents budget of 2018: how the VMB funds were used for the different activities organized
9. Vote for dismissal of the board. The board is dismissed unanimously.
10. Vote for budget of 2019. The budget is approved unanimously.
11. Elections: the following candidates are approved unanimously.
   - President: Maria Antonetta Welling
   - Vice president: Simon Hoellerer
   - Secretary: Selen Manioglu
   - Treasurer: Linh Ho
   - Controllers:
     - Peter Ruppen
     - Max Bahls
12. Elections of representatives: the following candidates are approved unanimously.
   o Olivier Belli
   o Arthur Dondi
   o Anja Gumpinger
   o Peter Ruppen

13. Elections of team coordinators: the following candidates are approved unanimously.
   o Politics: Gotthold Flaeschner
   o Events: Selen Manioglu
   o Communications: Linh Ho
   o Counseling: Elisabetta Ghisu

14. Varia
   - Complaint about not getting reimbursed for travel costs to Zurich for classes
   - Could we have direct access to the Science Lounge screens? Or put whiteboards there? Carolin usually puts content fast on the screens
   - People actively participating in the student association get 1 credit point per year in D-BIOL. We could propose that the same is done in our department.
   - Idea of designing a follow-up survey to the AVETH survey. People interested in participating:
     o Selen
     o Gotthold
     o Emilio
     o Maria Antonetta
     o Elisabetta
     o Bastian
     o Matteo
     o Tobias

The signatures confirm the accuracy and completeness of the minutes.

Linh Ho, Treasurer

Maria Antonetta Welling, President