

Scientific Staff Association of D-HEST

Minutes of the founding assembly

Monday, 4 February 2013, 17.00-18.10h, CLA E 4

1) Approval of by-laws

Peter Wolf welcomes all members of D-HEST academic staff having joined this meeting. A special welcome goes to our guests, Julian Cancino, President of [AVETH](#) and Giovanni Salemmme representing the Department.

The tentative agenda mailed prior to this meeting is approved.

2) Report of activities of current board members

Peter Wolf informs about the tasks and work load of representatives in the **Department's Conference** (DK). The members of the DK can vote on strategic themes of the D-HEST, including the profiles of future Professorships as well as Detailed Regulations for the Doctoral Studies.

The DK meets 4 times a year, twice per semester. Working language is English. The scientific staff can delegate 4 representatives. Thanks to a good organisation the meetings takes 90-120 minutes. All documents are available online to the DK members. However, representatives are not allowed to forward these documents.

Also according to Julian Cancino the distinction between "Akademischer Mittelbau" and "Weitere Mitglieder des Lehrkörpers" is somehow fuzzy. In the DK of D-HEST the "Mitglieder des Lehrkörpers" are represented by 4 members, mostly "Titularprofessoren". The by-laws are adapted to offer all members of the scientific staff the option to become a member of this association, unless they opt to be part of the "Mitglieder des Lehrkörpers".

The meetings of the **Teaching Commissions** (UK) in D-HEST, one for each curriculum, are more time demanding, requiring preparation to study more complex agenda items. However, discussions are very interesting and closed to issues of the Bachelor and Master curricula. This is confirmed by the present members of the UK. Working language is German.

3) Approval of by-laws

The by-laws ("Satzung") are modified with respect to several paragraphs in order to allow a more flexible management of the association.

→ There is unanimous vote on the final version attached to these minutes.

Giovanni Salemmme offers to have the final version be translated into English.

4) Discussion of duties & options of board members & Chairman of the association

Julian Cancino thanks for the opportunity to briefly present AVETH and strongly advocates the proposition that an association of scientific staff at D-HEST shall join AVETH as a "Fachverein".

There is no obligation for the Chairman, however, to be member of the DK or UK. His or her task is to coordinate the activities and to act as single contact person for AVETH or the Department, i.e. when seeking a representative for a search committee for a new professorship.

→ There is unanimous vote to join AVETH.

Ideally, the scientific staff is represented in the DK by members of all 4 areas of D-HEST, i.e. Neurosciences, Medical Engineering, Food and Nutrition, Movement Sciences and Sport. If no members volunteers, further representatives from other areas can be elected.

→ **These members are unanimously elected as DK representatives and deputies:**

Neurosciences	Medical Engineering	Food and Nutrition	Movement Sciences and Sport
Johannes Bohacek bohacek@hifo.uzh.ch	Ima Avakis (ima.avalos@hest.ethz.ch)	Larissa Schefer (laris-sa.schefer@hest.ethz.ch)	Olivier Lamercy (olamercy@ethz.ch)
no deputy yet	Anna Pagel (anna.pagel@hest.ethz.ch)	Anne Konz (anne.konz@hest.ethz.ch)	no deputy yet

→ **UK members are going to be contacted to confirm their office.**

5) Election of Chairman

→ **Peter Wolf is unanimously elected to chair the Scientific Staff Association of D-HEST.**

→ **Marc Stevens is unanimously elected as deputy chair.**

Peter Wolf and Marc Stevens will act as board of the association.

Thanks and congratulations to both!

6) Election of board members

No further board members are elected for the time being.

7) Apéro

Thanks to the Department for having sponsored the Apéro!

Minutes by Giovanni Salemmme, 6 February 2013.

To-do's

Item	Lead	Due by	☑
Inform Department about Chair/DK representatives	PETER WOLF	asap	☑
Contact UK current members	PETER WOLF	asap	
Translate by-laws in English	GIOVANNI SALEMME	asap	
Contact UK current members	PETER WOLF	asap	
Upload all documents to D-HEST website	PETER WOLF/ GIOVANNI SALEMME	tbd	
Propose a Name for the Association (Fachverein)	PETER WOLF/ MARC STEVENS	tbd	