

Intermediate Staff Faculty Starterkit

Information for the faculty of law

Contents

- Mailing Lists
- Meetings and Events
- Representatives
- Elections
- Contact Details

Mailing Lists

To inform you about everything going on in your faculty, it is imperative that you are added to the mailing list in the first week. You should be added automatically once the administration office has updated your email address. If you are unsure about whether you have been added to the list, write an email to your faculty representative.

Meetings and Events

Meetings are held in each department individually. There are faculty meetings, department meetings, and intermediate staff faculty meetings.

- At the department of public law meetings are announced via the mailing list and will take place four times per year.
- At the department of private law and at the department of penal law meetings will take place upon request and/or as needed.
- At the department of economic law there are no regular meetings. If there is an issue that concerns multiple intermediate staff faculty members, we will meet spontaneously and informally to discuss the matter.
- At the department of legal theory and history of law there are also no regular meetings. If there is an issue, opinions will be exchanged via the mailing list.

Events will be announced via the general mailing list or by the department representatives.

Throughout the year there are multiple events for all staff groups, for example the "RW-Cup" soccer tournament. Each department also organizes its own events.

Representatives

The faculty board consists of all full professors, associate professors, and assistant professors of the faculty, five representatives of the adjunct faculty, the head of the dean's office, and five representatives each from the academic assistants and from the student council. All names of current representatives can be found on the [website](#).

The intermediate staff representatives of the faculty represent the intermediate staffs interests in the faculty meetings. They represent the members of the intermediate staff in their academic and professional interests vis-à-vis the institutes, the departments, the faculty, and the university. The representatives aim to ensure that the intermediate staff are granted their rightful place at the University of Bern with appropriate co-determination and participation in research, teaching, service, and administration.

Elections

Each of the five departments (Legal Theory and History of Law, Public, Law, Private Law, Penal Law, and Economic Law) provides one of the five intermediate staff representatives. It is also possible for two people of the same institute to share the seat. These five (or more) representatives are appointed by the intermediate staff faculty of the respective department. The intermediate staff representatives for faculty-wide committees (e.g., quality assurance) are organized and elected by the intermediate staff faculty of the department of public law. Interested members of other departments are kindly asked to contact the assistants of the department of public law. The intermediate staff representatives for the professorial appointment committees are determined within the respective department. The committee members must not belong to the chair that is to be filled.

Contact details

Please do not hesitate to get in touch with your representatives if you have question or issue:

Department	Person	Email
Legal Theory and History of Law	Dr. iur. Emanuel Schädler	emanuel.schaedler@rhist.unibe.ch
Public Law	Cornelia Wyss	cornelia.wyss@oefre.unibe.ch
Public Law	Kelly Bishop	kelly.bishop@oefre.unibe.ch
Private Law	Nicole Thommen	nicole.thommen@ziv.unibe.ch
Penal Law	Jan Wenk	jan.wenk@krim.unibe.ch
Penal Law <i>Information about PhD programs</i>	Nora Erlich	nora.erlich@krim.unibe.ch
Economic Law	Miro Witzig	miro.witzig@iwr.unibe.ch

Please send corrections and/or additions to julian.marbach@oefre.unibe.ch.