

Intermediate Staff Faculty Starterkit

Information for the Vetsuisse faculty

Contents

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

Mailing Lists

It is imperative that you sign up for the mailing list in your first week at university. This way, your department can keep you updated on everything important going on and everything concerning the intermediate staff.

You can find an up-to-date list of all intermediate staff faculty representatives, as well as all university committee delegates on this list: P:\Mittelbau\Vorstand (internal link). To get in touch, simply copy the email address of the representative.

Meetings and Events

For all intermediate staff faculty members

- General Assembly: annually. At the assembly we will also elect new representatives for any vacancies.
- intermediate staff faculty meetings: ahead of any important faculty meetings, ca. 10x yearly

For intermediate staff representatives

- Meetings for faculty assembly (BE/ZÜ) with intermediate staff representatives, 4x per year
- General staff meetings with intermediate staff representatives, 6x per year
- Meeting of commissions/ committees with intermediate staff representatives, 7x per year
- Meeting of department committees (6-12x per year for each department)

Intermediate staff faculty board

- Meetings once or twice a year
-

Representatives

The current intermediate staff faculty representatives take part in faculty meetings, a list of representatives can be found [here](#).

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

Elections will be held during the general assembly. Everyone who attends the assembly has a right to vote.

Contact details

Name	Responsibilities	Contact
Luzia Unger	MB President, College representative	lucia.unger@unibe.ch
Sonja Kittl	MB Secretary, Committee representative	sonja.kittl@vetsuisse.unibe.ch
Walter Basso	MB Board Member	walter.basso@vetsuisse.unibe.ch
Katja Adamik	MB Board Member	katja.adamik@unibe.ch
vakant	MB Board Member	
Bernhard Voelkl	MB Board Member, MVUB contact, College representative	bernhard.voelkl@unibe.ch

Please send corrections and/or additions to bernhard.voelkl@unibe.ch

Further information

Further and additional information can be found on our website: [Link](#).