

PhD Convent Meeting December 2018

Representatives Report

Albert-Ludwigs-Universität Freiburg



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Dissertation Agreement

Why?

For whom?

How will it help?

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New dissertation agreement: general clauses



2. Topic of Dissertation

Working title of dissertation

Beginning of work on dissertation (month/year) _____

Planned completion of dissertation (month/year) _____

The dissertation project should be suitable for completion within a reasonable period of time.

3. Work Schedule and Timetable

The doctoral candidate and the supervisor or supervisors agree to a work schedule and timetable adapted to the dissertation project and the life situation of the doctoral candidate. The work schedule and timetable includes regular advising sessions and progress reports. It is described in an appendix to this agreement.

4. Individual Study Program

The doctoral candidate and the supervisor or supervisors agree to a set of required qualification measures (e.g., field-specific courses, transdisciplinary qualification courses or workshops, stays abroad, participation in conferences, talks, etc.), which are also described in an appendix to this agreement.

(unpublished draft)

Dissertation agreement: conflict clauses



9. Konfliktfälle

Bei Meinungsverschiedenheiten oder Konflikten zwischen einem/einer Betreuer/in oder mehreren Betreuer/innen und dem Doktoranden/der Doktorandin bemühen sich alle Beteiligten um eine einvernehmliche Lösung. Bei Bedarf wenden sie sich an die Ombudsperson der Fakultät für Biologie oder, gemäß der Satzung der Albert-Ludwigs-Universität zur Durchführung des zentralen Ombudsverfahrens, an die vom Senat der Albert-Ludwigs-Universität bestellten Ombudspersonen oder an die Geschäftsstelle zur Unterstützung der Ombudspersonen.

10. Auflösung und Kündigung der Promotionsvereinbarung

Die Promotionsvereinbarung kann im gegenseitigen Einvernehmen der Beteiligten aufgelöst werden. Ein einseitiges kündigen der Promotionsvereinbarung ist erst nach abgeschlossenem Ombudsverfahren möglich. Sowohl die Kündigung als auch die Auflösung der Promotionsvereinbarung bedürfen der Schriftform.

Der/Die Betreuer/in unterrichtet den Promotionsausschuss schriftlich über die Auflösung bzw. Kündigung der Promotionsvereinbarung.

Die Promotionsvereinbarung ist aufge
Promotionsausschuss abgelehnt wurde.

Mit Vollzug der Veröffentlichungspflicht e

9. Disputes

In the event of differences of opinion or disputes between one or more of the supervisors and the doctoral candidate, all parties agree to make an effort to find an amicable solution. If necessary, they may contact the Central Ombuds Office or one of the faculty ombuds offices for dissertation supervisors and doctoral candidates of the University of Freiburg.

10. Termination of the Supervision Agreement

The parties may dissolve the doctoral supervision agreement by mutual consent. A unilateral termination of the supervision agreement is only possible after a completed ombuds process. Both the dissolution and termination of the supervision agreement must be submitted in written form. The supervisor notifies the doctoral committee in case the supervision agreement is dissolved or terminated. The supervision agreement is dissolved if the application for acceptance as a doctoral candidate is rejected by the faculty. The supervision agreement is terminated when the doctoral candidate fulfills the obligation of publishing the dissertation.

Dissertation agreement: appendices



Anlage 2

zur Promotionsvereinbarung für Herrn/Frau _____

Individuelles Studienprogramm

☐ Im beiderseitigen Einvernehmen wird auf die Festlegung von Q Promotion verzichtet, was eine spätere Teilnahme an Qualifizierung

☐ Teilnahme an fachlichen Veranstaltungen

Der/Die Doktorand/in wird während seiner/ihrer Lehrveranstaltungen/Oberseminaren zur fachlichen Qualifizierung

☐ __ Lehrveranstaltung zu/m _____

☐ __ Lehrveranstaltung zu/m _____

☐ __ Lehrveranstaltung zu/m _____

☐ __ Lehrveranstaltung zu/m _____

☐ (weitere) Lehrveranstaltung(en) nach Bedarf

☐ Teilnahme an überfachlichen Qualifizierungsworkshops

Der/Die Doktorand/in wird während seiner/ihrer Promotion überfachlichen Qualifizierung teilnehmen:

☐ __ Workshop/s aus dem Bereich „Medien und EDV“

☐ __ Workshop/s zur Guten Wissenschaftlichen Praxis

☐ __ Workshop/s oder Beratung/en zum wissenschaftlichen Schreiben

☐ __ Workshop/s zum Erlernen/Verbessern der englischen Sprache

☐ __ Workshop/s zum Erlernen/Verbessern der deutschen Sprache

☐ __ Workshop/s aus dem Bereich „Management und Kommunikation“

☐ __ Workshop/s oder Beratung/en aus dem Bereich „Karriere“

☐ __ Workshop/s zu/m _____

☐ __ Workshop/s zu/m _____

☐ (weitere) Workshop/s nach Bedarf

☐ Participation in subject-related events

The PhD student will participate in the following courses/seminars during their PhD studies:

☐ __ course about _____

☐ __ course about _____

☐ __ course about _____

☐ __ course about _____

☐ (further) course(s) as required

☐ Participation in interdisciplinary qualification workshops

The PhD student will participate in the following interdisciplinary qualification workshops during their PhD studies:

☐ __ Workshop/s about „Publishing, Media and IT“

☐ __ Workshop/s about Good Scientific Practice

☐ __ Workshop/s or counselling about academic writing

☐ __ Workshop/s to learn/improve their English language skills

☐ __ Workshop/s to learn/improve their German language skills

☐ __ Workshop/s from the area „Management, Communication and Leadership“

☐ __ Workshop/s or Counselling from the area „Career Planning and Career Entry“

☐ __ Workshop/s about _____

☐ __ Workshop/s about _____

☐ (further) workshop/s as required

(unpublished draft)

Dissertation agreement: appendices



Lehrtätigkeit

Die Promovierendenvertretung der Biologie hat ein Beiblatt mit Erklärungen und Empfehlungen zur Lehreinbindung von Doktorand*innen in der Biologie erstellt. Ihre Empfehlungen sind dieser Promotionsvereinbarung beigelegt.



Es wurde vereinbart, dass der/die Doktorand/in während seiner/ihrer Promotionszeit sich in einem Umfang von ca. ____ Arbeitstagen freiwillig an der Lehre in Modulen eines oder mehrerer Studiengänge der Universität Freiburg beteiligt.



Es wurde vereinbart, dass der/die Doktorand/in während seiner/ihrer Promotionszeit an Abschlussarbeiten in seinem/ihrer Fachgebiet teilnehmen wird.



Es wurde vereinbart, dass der/die Doktorand/in bei der Leitung von Seminaren und Vorlesungen teilnehmen wird.



Weiterhin wurde zum Umfang der Lehrtätigkeit vereinbart:



Auf die Teilnahme an universitären Lehrtätigkeiten wird vereinbart:



Teaching

The Biology PhD representatives created a supplementary sheet to this dissertation agreement with explanations and advice about teaching by Biology PhD students.



It was decided that the PhD student will participate approximately ____ working days voluntarily in the teaching of modules of one or several study programs of the University Freiburg during their PhD studies.



It was agreed on that the PhD student will supervise approximately ____ Bachelor or Master theses, which are related to their PhD topic, during their PhD studies.



It was agreed on that the PhD student will contribute in the supervision of seminars and lectures approximately ____ hours during their PhD studies.



Furthermore, the following was agreed upon concerning the extent and nature of teaching contributions of the PhD student:



The parties decided by mutual agreement that the PhD student will not participate in universitarian teaching.

Oberseminare

The end of a tradition

-

What's in a name?

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- Will not be requested by faculty anymore...
- ... but still by graduate schools

- Oberseminar no longer a course defined by the faculty
=> What will be accepted by graduate schools?

- self-organized Oberseminare
 - Certificate by faculty
 - responsible person with teaching license required („lehrberechtigt“)
 - listed in the course catalogue („Vorlesungsverzeichnis“)
 - approved by graduate schools?

Teaching obligations

Who?

How much?

Payment and insurance?

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Teaching: Obligations



- teaching is subject to **social insurance contributions** (health, unemployment, pension, ...)
 - university pays salary for teaching
- if **part of your contract** (typically paid by faculty, “Hausstellen”)
 - obligatory
 - amount specified in contract, maximum full contract time
- if **not part of your contract** (typically DFG projects, scholarships, ...)
 - voluntary
 - eligible for add-on contract (assistant’s position, “HiWi”)

consequence: general “2 courses rule” was **abandoned**

Teaching: Accident Insurance



- covers **teaching assignments**
 - independent of contract (obligatory and voluntary teaching)
 - teaching must be authorized by your group leader
 - course responsibility lies with the professor / faculty, not yourself
 - ✗ autonomous course supervision is not covered
- covers **internal and external** PhD students (Uniklinik, MPI, ...)
- scholars w/o contract:
 - covered if **enrolled** as student or if teaching is **part of scholarship** regulations
 - covered if holding a **contract for the supervision** time
 - ✗ otherwise => **not covered** by the university!

new category “Promotionsstudent” since April 2018 => unclear situation

Voluntary Teaching

our statement

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Voluntary Teaching



- No teaching obligation, if not explicitly stated in your contract
- We still recommend it because:
 - Teaching improves your organisational & leadership skills
 - You learn to take responsibility
 - You receive support by motivated students
 - Teaching is fun!

→ See Teaching Survey Evaluation 2018

■ section of the Dissertation Agreement

☐ Teaching

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☐ Furthermore, the following was agreed upon concerning the extent and nature of teaching contributions of the PhD student:

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Teaching Survey

conducted in May 2018

results and evaluation

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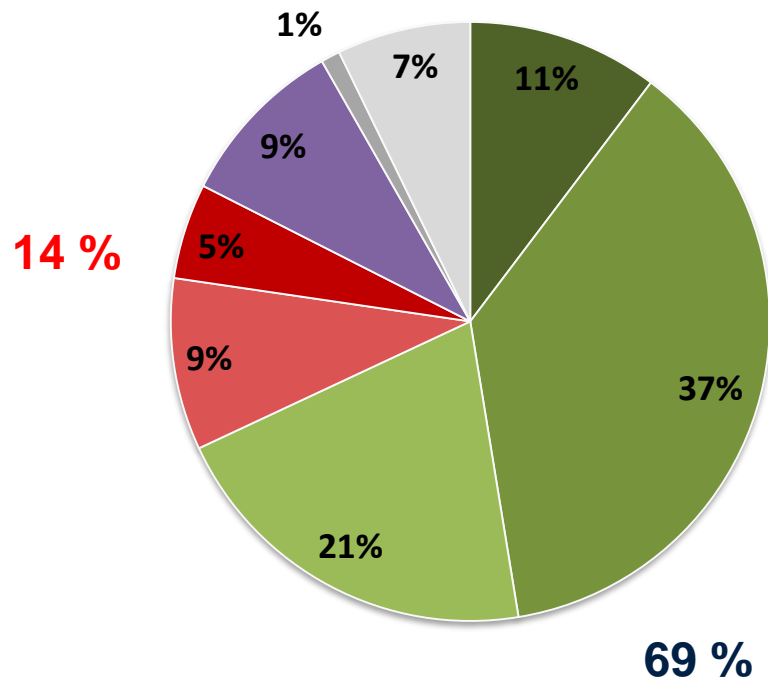
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Teaching survey evaluation I



How do you feel about the amount of your teaching-related work load (course & thesis supervision)?



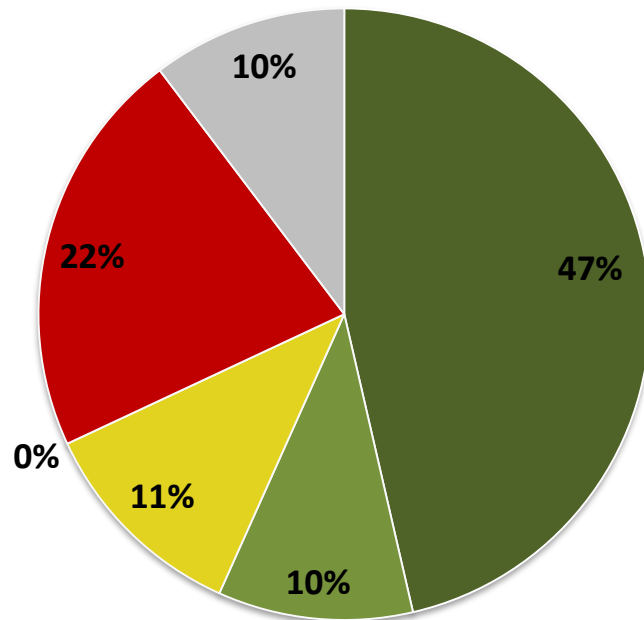
- It's not very much. I'd be ok with teaching more if needed.
- I'm totally fine with the amount of how it is now.
- I'm ok with the current amount, but it shouldn't be more.
- It is a bit much. Less would be better.
- It is too much. It negatively effects my research work.
- I'd like to have the opportunity to teach more. / I have problems to find courses to teach.
- I started just recently, have no experience with teaching obligations yet and therefore can't estimate the workload.

n = 97

Teaching survey evaluation II



Were the courses that you supervised internal (lectures/practicals organized by your supervisor/someone belonging to your lab) or external (from another lab)?



- All of them were internal.
- The majority of them was internal.
- Some internal, some external. / I can't tell for sure.
- The majority of them was external.
- All of them were external.
- I haven't supervised any courses so far.

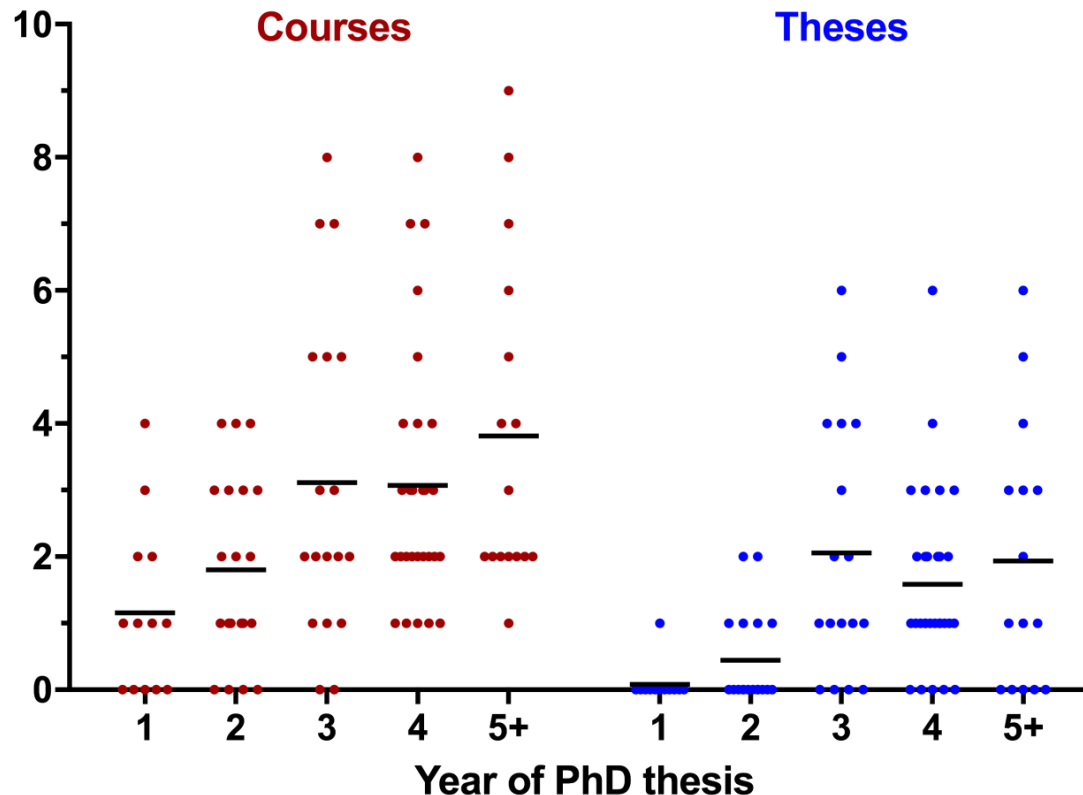
n = 97

Teaching survey evaluation III



How many courses in total have you supervised/tutored up to now (as a rough estimation for this purpose one course equals about 5 full days of work)?

How many students have you supervised doing their Bachelor/Master theses in your lab?



n = 97

Upcoming elections

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Upcoming Elections



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You??

New PhD representatives wanted!

Upcoming Elections



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We currently meet every 2 weeks for ~ 1.5 h

We go to committee meetings of:

- the doctoral board („Promotionsausschuss“):
monthly, Thursdays at 14:00
- the biology faculty („Fakultätsrat“):
monthly, Thursdays at 15:15
- the university-wide PhD representation („GAA“):
monthly, Wednesdays at 18:15



Upcoming Elections - when?



we suggest to postpone until April 2019

Because:

- permanent vote in faculty meeting (“Fakultätsrat”)
- university elections will be on June 19, 2019
- we hand in our list of candidates until May 22, 2019

Topics in 2019

Insurance situation of SGBM scholars
Graduate schools obligations
Funds from enrolled PhD students

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Health Insurance and Scholarships



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■ scholars:

- may choose between public and private insurance company
- public health insurance will be roughly 320 € / month
- private company: roughly 200 € / month (depends on specific package)
- independent insurance agents help picking the correct packages
- is insurance from home country a good option for you?

■ Links:

- Social insurance for PhD students (guide published by the GEW):
<https://www.gew.de/aktuelles/detailseite/neuigkeiten/gew-ratgeber-sozialversicherung-fuer-promovierende-neu-aufgelegt/>
- Public accident insurance in universities (legal document):
https://publikationen.dguv.de/dguv/udt_dguv_main.aspx?FDOCUID=24106
- Insurance recommendations (TU München):
https://portal.mytum.de/archiv/kompendium_rechtsangelegenheiten/stipendien/Stipendien-Merkblatt.pdf/view