

## **Minutes of the 2023 General Assembly – Fiscal Year 2022**

**Monday December 18, 2023 – 12:30**

**BM 5202 and via zoom link - EPFL in Ecublens**

*President:*      Professor Georg Fantner  
*Committee:*    Marco Picasso, Lena Ong  
*Excused:*      Andras Kis, Ardermis Boghossian, François Avellan, François Golay, Daniel Favret, Claude Petitpierre  
*Present:*       members of the EPFL professorial body

### **1. Attendance**

Georg Fantner starts the meeting and welcome the attendees in BM 5202 and via Zoom.

### **2. Why APEL**

Georg Fantner shares why APEL exist and the goal of APEL. As it is not part of EPFL but an association, it is necessary to conduct an annual General Assembly.

### **3. Agenda**

Georg Fantner presents the agenda which is accepted.

### **4. Minutes of the 2022 General Assembly**

The minutes of the 2022 General Assembly for 2021 fiscal year, which took place on March 31, 2022 in the conference room MA B2.485 in Ecublens, is available on the APEL website since last year. No comments were received, it is approved by the assembly.

### **5. 2022 Financial Report**

Georg Fantner states that there were no other major expenses in 2022 and 2023. We receive each year a contribution from the School of CHF 2'000.00 for the allowances of the APEL secretary for her administrative and bookkeeping services.

Georg Fantner thanks warmly the donors for their yearly contributions even though the membership fees have been stopped since 2018.

For 2022, the income is amounting to CHF 50. --, the expenses to CHF 60. --, resulting a negative balance of CHF 10. -- in the accounts. However, the fortune of the Association remains positive and healthy at CHF 22'376.23 at the end of 2022.

Georg Fantner suggests that we could use this fund to assist the EPFL professors. No fund raising was done as it was not necessary.

For the 2023, the planned operational budget results in a negative balance of CHF 310. --. However, the current balance is at a negative balance of CHF 110. -- as there will be no apéritif in 2023.

Georg Fantner presented the financial statement of 2022 done by Lena Ong which was checked and approved by François Avellan.

## **6. Report of the Auditors**

Georg Fantner presented the report of the Auditors for 2022 and congratulates and thanks François Avellan, François Golay and Daniel Favrat for their good work.

The Assembly approves the 2022 accounts and 2023 budget and give unanimously discharge to accounting Auditors of their responsibilities.

## **7. Budget for 2024**

For 2024, the planned operational budget is in a negative balance of CHF 650. -- with more committee meetings and an aperitif in 2024 General Assembly.

Suggestion was made to have onboarding lunch for PATTs in 2024 and to have a PATT committee member in charge of them.

*Action to be taken by Georg Fantner.*

## **8. President's report on 2022 activities**

Georg Fantner shares on the 2022 consultations.

- APEL wrote 11 positions statement for consultations. Of particular interests for professors were:
  - the partial revisions of Lex 4.2.1 (tenure track) and 4.2.2 (promotion from PA to PO)
  - Regulations on EPFL academic strategy committee (two consultations)
  - LEX 2.5.1: revision of system for evaluation of courses

Concern but how often APEL raises issues was brought up. Georg Fantner agrees that APEL has to play a more active role in shaping the conversation and not just follow and reacting.

Another concern was raised on whether we could request consultation. Georg Fantner replied that we cannot request consultation but we could do it through the EPFL School Assembly (AE).

- For major consultations, Georg Fantner shares that a google form was sent out for written comments. This has increased response rate and he raised the question if APEL should continue doing so and carry out more polls. It is agreed and approved by the assembly to continue this practice to conduct a poll for every consultation.

*Action to be taken by Georg Fantner.*

## **9. President's report on 2023 activities**

Georg Fantner shares on the 2023 consultations.

APEL wrote 5 positions statement for consultations. Of particular interests for professors were:

- Lex 4.2.6 (Prof. Emeritus) and LEX 65+

There are two ongoing consultations.

Georg Fantner asked how APEL could better serve in collection opinions?

Several suggestions were made, and it was agreed by Georg Fantner to send out a poll to find out the 4 to 5 important issues of professors.

*Action to be taken by Georg Fantner.*

## 10. Other APEL activities

- a. APEL is represented in Assemblée d'Ecole. Marco Picasso is in the Assemblée and he transfer feedbacks to APEL and vice versa.
- b. APEL was represented in the working group on inclusive governance that was started two years ago. Some of the committee members of APEL was involved in the working group for writing the document.
- c. APEL was involved in the mental health survey and subsequent initiatives. Either in the working group or the operational group. Concerns were raised regarding the transparency of the mental health survey. Furthermore, the survey was catered more for the students rather than the professors.

## 11. APEL plans for 2024

- a. Annual Faculty survey to collect long term data without an agenda.

Georg Fantner informs that the idea was to conduct in 2023 but there was the mental health survey so in order not to make professors do two surveys, this annual faculty survey is push back to 2024.

Suggestion for professors to assist in survey making. To collect data rather than "guiding" the answers.

Another suggestion for professors to draw up the questions then consult professionals.

Hilal Lashuel volunteers to help in drawing up the questions with Georg Fantner by end of 2024 spring semester.

Suggestion to consult the ETH Zurich survey and use it as a guide as it had very good response.

Suggestion to have use past surveys in school as a guide.

Suggestion to have about 20 questions. To use surveys from different universities as a guide.

*Action to be taken by Georg Fantner and Hilal Lashuel.*

- b. Yearly PATT meetings

Georg Fantner suggests to have a year meeting to welcome the new PATTs. A new proposal could be made in the next meeting on how to do that.

- c. Collection of information about grievances against faculty
  - Collect statistics about the number and type of grievance procedures that have occurred against faculty.
  - Compile a list of lawyers that have worked on such cases for our colleagues with a rating about how happy our colleagues were with their performance.
  - Collect common issues faculty face during these procedures.

Feedback and suggestion are:

- Mediating early before the start of a process. Georg Fantner raised that the cases were not brought to the attention and not discussed with APEL or professors in the first place. It would however provide the professors with more leverage if something could be done by APEL. The problem could be dealt with more immediately.
- A question was asked if there a is similar process for the faculties. Georg Fantner answered that the processes are the same.
- Concern also raised that the individual should not have to face with the process alone. That someone from the association should come in to assist. Georg Fantner raised that again unfortunately, APEL was not informed whenever such cases arise.
- Remark raised that the students are also not happy about the process.
- Communication has not improved as emails sent out were automated. There should be a meeting in person before the person is asked to fixed an appointment for the process. Suggestion was made to put this in the survey.

## 12. Changes in APEL committee

- a. Georg Fantner officially welcomed Lena Ong as the new secretary for APEL replacing Isabelle Stoudmann Schmutz. She will be managing and overseeing the accounts of PostFinance with the partner number of 1015085687.
- b. Andras Kis would be stepping down at the end of 2023 as a committee member. Georg Fantner thank him greatly for his number of years of service in the committee of APEL.
- c. APEL auditors, François Golay and Daniel Favret, will also be leaving at the end of 2023 after many years of service. Georg Fantner thank their services as auditors and their good work.

Georg Fantner asks for volunteers to be the next APEL auditors. These volunteers have to be outside the committee and their task would be primarily to check the books.

Aleksandra Radenovic signaled that she would like to volunteer once she is available.

Georg Fantner raises the issue that currently there are no representative from SV, ENAC, IC and CDM. He reaches out to the assembly to provide suggestions by way of email in order for him to approach the future candidates.

Currently APEL has a PATT as a committee member.

Suggestions were raised to ideally have full professors on board.

## 13. Issues raised by colleagues

- a. The criteria for promotion and the communication strategies for rejection reasons are not clear". In particular rejections of promotions from PA to PO seem to have been unexpected and insufficiently motivated  
  
Georg Fantner would like to have more statistics on these but due to privacy nature of the topic, it is not easy. It would be helpful to know if there are changes in the pattern.
- b. Increased workload and mental stress on Professors. Pressure on mental health among the faculty is underestimated and not taken seriously enough.

There is a new focus group that the mental health task force is setting up. Georg Fantner strongly encourages the professors to sign up so they can be well represented. In general, the professors must be very vocal in this mental health task force and be represented as part of the school.

A suggestion is made to include retired professors.

An issue is raised regarding the Professors Emeritus are not concerned in this mental health force.

Also, that as an individual it is difficult for the professors to be heard but as APEL we have a better chance. Currently, it is very student based. The need for the approach to be holistic is real and important hence the professors need to be well integrated into the mental health task force as well.

Georg Fantner agrees and would like to again encourage professors to join the focus group and from there, have discussion with these professors to bring our concerns to the task force.

One suggestion made to have some inputs for the task force. Georg Fantner agrees and will put this for further discussion in the next General Assembly agenda.

*Action to be taken by Georg Fantner.*

## 14. Other topics

- Suggestion made to have a presentation by APEL during the Association week.
- Another suggestion to have APEL pins to be more visible or EPFL pins to show we are proud to be in this school.
- Faculty retreat???

Georg Fantner thanks the participants for this discussion.

The next General Assembly is scheduled for Monday, 25<sup>th</sup> March, 2024.

A "Save the date" email will be sent out soon. End of the General Assembly at 13h30.

## 2022 Financial statement

### EPFL Professors' Association APEL

Financial statements for the year 2022  
January 1 to December 31, 2022

Revenue	Nb	Amount	CCP	EPFL
			Total CHF.	Total CHF.
Donation from our members			50.00	
EPFL Grants				2'000.00
Net interest CCP			0.00	
<b>Total revenues</b>			<b>50.00</b>	<b>2'000.00</b>
<b>Expenses</b>				
Committee activities :				
Various committee meetings			0.00	
Conference, meeting and various expenses				
Annual General Meeting 2022			0.00	
Secretariat allowance 2022			0.00	2'000.00
Secretarial expenses 2022 (stamps)			0.00	
Board meetings			0.00	
Management, taxes and CCP fees			60.00	
Settlement of interest on EPFL account			0.00	
<b>Total expenses</b>			<b>60.00</b>	<b>2'000.00</b>
<b>Result</b>			<b>-10.00</b>	<b>0.00</b>
<i>Assets at December 31, 2021</i>				
CCP at December 31, 2021		22'386.23		
<b>Assets at December 31, 2021</b>			<b>22'386.23</b>	<b>0.00</b>
Net loss 2022			<b>-10.00</b>	<b>0.00</b>
<b>Balance sheet as at December 31, 2022</b>			<b>22'376.23</b>	<b>0.00</b>

Approuvé le 6 novembre 2023

## 2022 Audit report

# Association des Professeurs de l'EPFL (APEL)

## Rapport des vérificateurs des comptes pour l'exercice 2022

Le 15 décembre 2023, les soussignés François Golay et Daniel Favrat ont été sollicités par Madame Lena Ong, qui vient de reprendre le secrétariat de l'APEL, pour réviser les comptes 2022 en vue de l'assemblée générale convoquée pour le 18 décembre 2023.

Au vu du court délai à disposition, nous avons décidé de procéder à une révision à distance. Les écritures comptables restreintes au cours de l'année 2022 ont permis à Madame Ong de nous communiquer l'ensemble des pièces par courrier électronique, et les soussignés ont tenu une brève séance téléphonique dans l'après-midi du 15 décembre.

Sur cette base, nous avons pu constater la tenue exacte de nos comptes et la parfaite correspondance entre les pièces comptables et les écritures.

Le résultat de l'année 2022 est ainsi le suivant, sans compter les quelque 2'000.- de subsides reçus de l'EPFL :

Recettes en 2022 :	CHF	50.-
Dépenses en 2021 :	CHF	60.-
Déficit 2021 :	CHF	10.-

La fortune de la société au 31.12.2022 se monte à CHF 22'376.23.

Depuis l'exercice 2018, plus aucune cotisation n'est encaissée. La société vit donc des dons de ses membres, et bien sûr du travail bénévole de son comité. L'exercice 2022 a été marqué par des engagements financiers très réduits dans une période de transition. La société n'a pu solliciter de dons, et n'a eu en contrepartie qu'un minimum de dépenses courantes. La fortune restante permet cependant à l'APEL d'envisager un redéploiement de ses activités sans soucis financiers immédiats.

En conclusion, nous remercions le comité, son trésorier Prof. Avellan et Madame Ong pour la tenue fidèle des comptes et pour leur engagement pour notre société. Nous remercions aussi notre ancienne secrétaire, Madame Stoudmann, pour son excellent travail tout au long des années qui ont précédé. Nous recommandons à l'assemblée d'approuver les comptes tels que présentés et d'en donner décharge au comité et aux vérificateurs.

Lausanne, le 15 décembre 2023

Les vérificateurs des comptes :

  
François Golay

  
Daniel Favrat

## 2023 APEL Budget

### EPFL Professors' Association APEL

Budget for the year 2023

January 1 to December 31, 2023

Revenues	Nb	Amount	Total
Donation from our members		50.00	0.00
EPFL Grant			2'000.00
Net interest CCP			0.00
<b>Total revenues</b>		<b>50.00</b>	<b>2'000.00</b>
Expenses			Total
Committee activities :			0.00
AG 2023 (apéritif )			200.00
Secretariat allowances 2023			2'000.00
Secretarial expenses 2023 (stamps)			50.00
Taxes and CCP fees			60.00
<b>Total expenses</b>			<b>2'310.00</b>
<b>Result</b>			<b>-310.00</b>

Approuvé le 6 novembre 2023

