

Minutes of the 2024 General Assembly – Fiscal Year 2023

Tuesday April 30, 2024 – 12:30

ELA 2 and via zoom link - EPFL in Ecublens

President: Professor Georg Fantner

Committee: Marco Picasso, Ardermis Boghossian, Volkan Cevher, Lena Ong

1. Attendance

Georg Fantner starts the meeting and welcome the attendees in ELA 2 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 2023 General Assembly

The minutes of the 2023 General Assembly for 2022 fiscal year, which took place on December 18, 2023 in the conference room BM 5202 in Ecublens, is available on the APEL website since last year. No comments were received, it is approved by the assembly.

5. 2023 Financial Report

Georg Fantner states that were no other major expenses in 2023 and 2024. 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 2023, 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 22'366.23 at the end of 2023.

Georg Fantner suggests that we could use this fund to assist the EPFL professors, which will be elaborated later on during the meeting.

For the 2024, the planned operational budget results in a negative balance of CHF 510.--.

Georg Fantner presented the financial statement of 2023 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 2023 and congratulates and thanks François Avellan, François Golay and Daniel Favrat for their good work.

The Assembly approves the 2023 accounts and 2024 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 510. – with an aperitif in 2024 General Assembly.

8. Changes in APEL Committee

Volkan Cevher joins the APEL Committee as a member in 2024.

Lena Ong is the new Secretary of APEL since the summer of 2023.

François Golay and Daniel Favrat has continued being APEL's auditors for 2024. However, APEL is looking for volunteers to take over these roles. These volunteers have to be outside the committee and their task would be primarily to check the books.

9. President's report on 2023 activities

Georg Fantner shares that there are 6 position statements for consultations in 2023.

In addition, APEL joined forces with CCE for consultations.

APEL is represented in Assemblée d'Ecole.

Aleksandra Radenovic encourages all to do a nomination or self-nominate during the Assembly & Faculty Council Elections

APEL was represented in the working group on inclusive governance.

APEL was involved in the mental health survey and subsequent initiatives

10. APEL plans for 2024

- a. Yearly meetings with PATTs will be re-started

Georg Fantner asks for new volunteers and that this will requires input from

Suggestion for previous CEA to join.

Possibility of Aleksandra Radenovic and or Pierre Gönczy to join.

- b. Onboarding Lunch for PATTs

Georg Fantner suggests to have it in the beginning of fall semester for new PATTs from current hiring rounds.

Georg Fantner asks for ideas for invited guests and the message APEL wants to bring across.

Volkan Cevher volunteers to meet with Georg Fantner to discuss.

Action to be taken by Georg Fantner and Volkan Cevher.

- c. Grievances against faculty

Georg Fantner contacted a lawyer to review the EPFL grievance procedures. The lawyer will come back with a quote. Depending on the costs, Georg Fantner asks if APEL should ask him to write a legal opinion.

Georg Fantner suggests for a vote.

The result of the votes are as follows:

16 votes for, 2 abstains and 1 against

Majority of the attendees voted for engagement of the lawyer.

Georg Fantner suggests to all to send any specific questions for the lawyer to Lena Ong.

Action to be taken by Georg Fantner.

d. Annual teacher/faculty survey together with CCE

Georg Fantner informs that the goal is to create a recurrent standardized survey to collect long term data without an agenda. Not ad-hoc surveys to serve a particular political purpose.

It will be a shared effort with CCE and it will be carried out once or twice a year.

Georg Fantner informs that unfortunately the previous volunteer to help in the survey is no in EPFL.

Georg Fantner asks for suggestions on the details of the survey.

Andreas Osterwalder suggests to gather more information on what is the actual problem.

Georg Fantner agrees to the suggestion of a two-tier survey.

A vote is carried out to decide if the surveys for teacher and PIs should be done together.

Majority votes for yes.

Georg Fantner asks for volunteers to assist in the survey.

Andreas Osterwalder volunteers to finalising the survey questions with Georg Fantner.

Aleksandra Radenovic suggests to share the information through Google drive.

Sandrine Gerber and Stephan Morgenthaler volunteers to assist in.

Action to be taken by Georg Fantner.

11. Mental health survey for PATTs/faculty

Georg Fantner informs that Volkan Cevher and Beanta Alberink are working on a survey for PATTs/faculty.

Volkan mentions the potential of this survey but it will come with some pressure. There is a need to identify the precise pressure points to help the PATTs. This survey could help to identify these pressure points for existing and incoming PATTs.

Georg Fantner also informs that APEL is present in the mental health Focus Group "Training and Personal Development.

Aleksandra Radenovic suggests that this survey should not be done when the PATTs just arrived.

Suggestion was made to rename mental health to mental well-being instead.

Aleksandra Radenovic suggests to rename it Happiness survey.

Georg Fantner asks if there should be mandatory management trainings for PATTs when they arrive.

Also, if EPFL should recruit professors and managers based on psychological safety: criteria/metrics related to emotional intelligence (in addition to the research/publications).

12. Other topics

Georg Fantner thanks the participants for this discussion.

The next General Assembly is scheduled in spring 2025.

A "Save the date" email will be sent out in the beginning of the year 2025.

End of the General Assembly at 13h30 followed by aperitif lunch.

2023 Financial statement

EPFL Professors' Association APEL

Financial statements for the year 2023
January 1 to December 31, 2023

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	
Total revenues			50.00	2,000.00
Expenses				
Committee activities :				
Various committee meetings				
Conference, meeting and various expenses				
			0.00	
Annual General Meeting 2023				
			0.00	
Secretariat allowancet 2023				
Secretarial expenses 2023 (stamps)				
			0.00	2,000.00
Board meetings				
			0.00	
Management, taxes and CCP fees				
Settlement of interest on EPFL account				
			60.00	
			0.00	
Total expenses			60.00	2,000.00
Result			(10.00)	0.00
<i>Assets at December 31, 2022</i>				
CCP at December 31, 2022				
		22,376.23		
Assets at December 31, 2022			22,376.23	0.00
Net loss 2023				
			(10.00)	0.00
Balance sheet as at December 31, 2023				
			22,366.23	0.00

Approuvé le 14 mars 2024



2023 Audit report

Association des Professeurs de l'EPFL (APEL)

Rapport des vérificateurs des comptes pour l'exercice 2023

Le 26 mars 2024, les soussignés François Golay et Daniel Favrat ont été sollicités par Madame Lena Ong, qui assure le secrétariat de l'APEL, pour réviser les comptes 2023 en vue de l'assemblée générale convoquée pour le 30 avril 2024.

Nous avons vérifié l'ensemble des comptes et documents comptables au bureau de Madame Ong. 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 2023 est ainsi le suivant, sans compter les quelque 2'000.- de subsides reçus de l'EPFL :

Recettes en 2023 :	CHF	50.-
Dépenses en 2023 :	CHF	60.-
Déficit 2023 :	CHF	10.-

La fortune de la société au 31.12.2023 se monte à CHF 22'366.23.

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 2023 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 recommandons à l'assemblée d'approuver les comptes tels que présentés et d'en donner décharge au comité et aux vérificateurs.

Lausanne, le 26 mars 2024

Les vérificateurs des comptes :


François Golay


Daniel Favrat

2024 APEL Budget

EPFL Professors' Association APEL

Budget for the year 2024
January 1 to December 31, 2024

Revenues	Nb	Amount	Total
Donation from our members		50.00	0.00
EPFL Grant			2,000.00
Net interest CCP			0.00
Total revenues		50.00	2,000.00
Expenses			Total
Committee activities :			0.00
AG 2024 (apéritif)			400.00
Secretariat allowances 2024			2,000.00
Secretarial expenses 2024			50.00
Taxes and CCP fees			60.00
Total expenses			2,510.00
Result			(510.00)

Approuvé le 14 mars 2024

