

STAFF COUNCIL INFO

Nº 1/2024

Dear colleagues,

On 20 February, a new Staff Council was elected for the years up to 2028. We would like to thank you very much for your vote. A high voter turnout is a sign of a vibrant democracy in the company and a signal of strong representation of interests. It is important that we actively participate in such processes in order to represent our interests and help shape the working conditions at our university.

Special thanks go to the members of the old Staff Council for their commitment and work during the past legislative period. You stood up for the interests of the employees and made important decisions.

We now have a new body that has taken up its work with a great deal of energy. There are both new and familiar faces on the new Staff Council. We are very confident that together we can overcome many challenges and achieve positive changes for us all.

On the following pages, all members of the Staff Council will introduce themselves. We will make every effort to continue to be present at the university, to represent the concerns of employees and to actively help shape the development of the work culture. We would like to invite and ask you to take every opportunity to get to know us and share your concerns with us.

Thank you for your trust and support.

With best wishes and best regards from our colleagues

For the Staff Council of Leuphana University of Lüneburg

Daniel Simons

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After-work event at KLIPPO

Where can I meet (new) colleagues?



Since the beginning of 2023, we have organised a regular after-work event. We meet approximately once a month at 17:00 in the "KLIPPO". This is where we make new contacts after work in a relaxed atmosphere. Our next meetings will take place on 22 May and 20 June. For planning purposes, please [register](#) in advance.

We would like to get to know you personally and perhaps you would like to get to know us too!

Feel free to invite us to your team meeting, your cross-departmental jour fixe, the colloquium or a collegial coffee break!

Could we do something better?

Do you have new topics for us?

You would like to talk about your work in confidence?

Let us know!

personalrat@leuphana.de

Staff meeting 20.02.2024

The Staff Council presented its annual report for 2023 at the annual staff meeting. In addition to a few figures, we focused on the substantive developments of the year and what we as the Staff Council were able to implement and support for you, dear colleagues.

What we achieved in 2023

- **New IT working time / time recording**

The negotiation of a new version of the working time regulations with the simultaneous introduction of a new time recording system was certainly the biggest challenge of the year - not only for us as the Staff Council, but especially for the colleagues in the Human Resources and Legal Department, for whom the re-organisation entailed and continues to entail a considerable amount of additional work. In the negotiations on the IT working time, the Staff Council took the basic stance of finding the clearest, most transparent and binding regulations possible, within which the colleagues are granted a high degree of personal responsibility. Accordingly, the following aspects were of particular importance to the Staff Council: goodwill with regard to time credit for set-up time, the possibility of recognising travel time as working time when on business trips, the possibility of subsequent independent correction of working time recording, readjustment of flexitime zones. As expected, we were not able to push through all of our positions in the negotiations, but as the Staff Council we are very satisfied with the overall result of the DV. The negotiations with the representatives of the department were always characterised by a high degree of objectivity and were conducted very constructively.

- **Nomination for the Federal Staff Council Award**

With the "Working Leuphana" campaign, the Staff Council was one of the 10 projects nominated for the Federal Staff Council Award. Even though we were not among the winners in the end, we were delighted to have our work recognised.

- **Launch of the management development programme**

We are delighted that a programme for the development and qualification of our managers has finally been launched in 2023 under the coordination of our colleagues from Human Resources Development. For many years, the Staff Council has been calling for support and training for managers as a central component of personnel and cultural development at Leuphana. We are delighted that the management development programme is to be expanded even further in 2024.

- **Event on "University secretariats"**

An event organised by the Personal Council Action Week Good Work in Science on 14 June 2023 turned out to be a great success. Under the title "Secretariats in the spotlight", a large number of colleagues reflected together with our expert Antje Spliethoff-Laiser on issues relating to working conditions and fair pay in university secretariats and approaches for improving

them. Following our event, many colleagues networked in order to make lasting changes to the working situation in the office management of institute secretariats.

Lots of movement in the area of further training

The staff meeting in February 2023 was all about further training. There, together with you, we collected ideas and wishes on the topic area on display boards, which we tried to implement in 2023.

What was achieved:

- **Establishment of a central training fund**

Here you can find out more about how to apply for funding for interdisciplinary training programmes: <https://www.leuphana.de/intranet/weiterbildung/weiterbildungsfonds.html>

- **Abolition of formal hurdles for higher grades (administrative training courses)**

It is no longer necessary to complete an administrative training course in order to be (higher) graded in corresponding administrative positions. An old DV on this was cancelled.

We are in good discussions with the department on the following topics:

- Coaching offer for all levels
- More information about educational leave
- Greater consideration of the interests of LfbAs in the continuing education programme
- Opening up the PS offerings (discount system)

Unfortunately, we currently see little room for negotiation with regard to these wishes

- Offers for specific career development in the administrative sector (pay grade advancement)
- Subsidised models for partial retirement
- Access to online training platforms
- Further training as an integral part of the APB

Here are a few more figures from 2023:

Staff Council in figures	
Members (7 women/4 men)	11
Substitute members	20
Sessions of 1.5 hours on average.	49
Job advertisement procedure	über 300
Personnel measures	über 1400

		Limited in time	Unlimited
Total settings	233		
WiMi	78	136	1
MTV	80	37	43
Einstellungen gesamt	154		
WiMi	108	108	0
MTV	39	21	18

Full-time staff (total)	1137	
WiMi	410	36%
MTV	551	48%

Temporary	431	38%
WiMi	348	85%
MTV	83	15%

Female employees (total)	679	60%
WiMi	225	55%
MTV	387	70%
Part-time employees	503	44%
thereof women	377	75%

Auxiliary staff (total)	781
WHK	13
SHK	768
Apprentices	6
Severely disabled persons	49

Service agreements

Overload display

High sickness rates, the noticeable labour shortage and the high level of activity at Leuphana are leading to an ever-increasing workload in almost all areas. Many colleagues seek advice from us as a personnel council and endeavour to develop individual strategies for dealing with the resulting stress. The focus here is particularly on the balance between work tasks and personal health. In this context, there has also been an increase in reports of overwork from colleagues in recent years.

So far, Leuphana does not have a formalised process for what happens to an overload report once it has been submitted. This frustrates many colleagues, especially when their overload report seems to disappear somewhere in limbo. It doesn't, but the impression can arise. Colleagues expect transparency about the next steps and concrete measures from the employer to deal with the overload situation.

As the Staff Council, we also expect this from the department, which is why we took the initiative and presented the employer with a draft for a possible service agreement on dealing with overload reports. This was very openly accepted by the department and we are now in negotiations on how to proceed with our initiative.

From the employees' perspective, there are various motivations for reporting overwork. It can be meant as a warning to the employer about risks that can arise from mistakes. It can be meant as a kind of cry for help to draw attention to the limits of one's own health capacity or as a legal safeguard against possible liability claims. In any case, however, reporting overwork is not a step that any colleague takes lightly. It is always meant as a clear signal, often as a last resort.

On our own behalf - Introducing the new Staff Council

With the start of the new term of office, the newly elected Staff Council has begun its work. In addition to the elected members, four new staff councillors and nine new substitute members have been elected to the committee. At a recent closed meeting, the course was set for the council's work in the coming legislative period. The members of the Staff Council are determined to represent the interests of all employees in the best possible way. In the following, each individual elected member will introduce themselves to give you an idea of who will represent you in the future.

At its constituent meeting, the Staff Council elected the following people to its Executive Board:

Chairman: Daniel Simons

Deputies: Maik Adomssent, Dorothea Steffen, Sonja Tommrich

The closed meeting at the end of March 2024 at the ver.di training centre in Walsrode therefore offered the new team an excellent opportunity to get to know each other during a very well-structured programme. In the moderated discussion and reflection rounds, we repositioned ourselves professionally and organisationally and developed the principles of our cooperation. We exchanged views on our understanding of our roles and areas of responsibility and made binding agreements that will determine our committee work in the coming months and years.

In principle, the university and specialist topics that were already dealt with with commitment by the previous committee will be continued and deepened - these include, in particular, monitoring digitalisation as well as personnel and organisational development.

The new Staff Council also sees itself as a shaper. We want to continue these innovative projects: In 2023, the previous Staff Council launched the "Working Leuphana" cultural development campaign. This campaign not only achieved a great deal locally, but also put the Staff Council in the spotlight at a national level and was nominated for the Federal Staff Council Award.

During past discussions on "work culture", one overarching theme became very clear: personal and professional appreciation. Even if the respective work may be remunerated differently, all employees deserve the same level of respect, appreciation and honour. This almost cliché-like statement is becoming increasingly relevant in practice: Anyone who does not feel comfortable at work will quickly leave or not even turn up.

The new committee will therefore visit as many departments, teams and institutes as possible this year to listen to the current issues and concerns of all colleagues. We will start these rounds through the organisational units shortly.

Our Board of Directors

Daniel Simons, Team Q

The trust that you as employees place in us as the Staff Council to represent your interests is more than just an expression of sympathy for me. Rather, it is a mission that I would like to fulfil with all responsibility and determination. I am delighted to be part of this body once again and to be able to take your concerns to the university as Chairman of the Staff Council. It is my goal to help shape the change in work at Leuphana in such a way that a fair, transparent and positive working culture is created in which everyone has the opportunity to develop their own potential. In the 2024-2028 legislative period, I have put my work on Team Q on hold so that I can concentrate on my work on the Staff Council during my full leave of absence.



Maik Adomßent, College, Complementary Studies

First of all, I am happy and grateful to have been elected to the PR for the second time, as I personally found my first term of office very enriching. I am looking forward to continuing to be involved in job interviews as part of my leave of absence and getting to know our university anew in this way. I will also continue to stand up for this group of employees in the coming years as a WiMi, as these colleagues often have neither the time nor the strength to stand up for their own interests given their predominantly precarious working conditions. I have also decided to focus on the important but complex issue of data protection.



Dorothea Steffen, MIZ, Library

The term "good work" has characterised my involvement in staff council and trade union work for years. I use my participation rights to accompany processes and look for solutions in individual consultations. The range of topics is broad, covering issues such as personnel and organisational development, digitalisation and occupational health and safety.



Sonja Tommrich, International Center, Writing Center



"Good work" means that work promotes health and quality of life and that everyone can contribute and develop their skills. I would like to work towards this for you. "Good work" is meaningful, shows appreciation for employees and prevents discrimination of any kind! There is co-determination in the company and opportunities for further training and development. Our work is changing, everything is becoming faster and more digital. What does that do to us? Health protection in the workplace is one of my most important tasks, alongside fair pay, and is so diverse. That's why I continue to focus on pay grading, health, equality and sustainability!

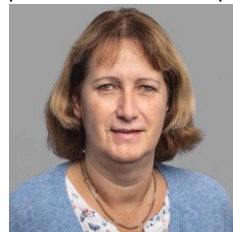
André Bernau, College, Selection procedure, Marketing

I have been part of our university since 2005, first as a study renderer, later as SHK and WHK and since 2016 as MTV in various areas. My experience has given me an understanding of the needs of the university community. My focus is on representing the interests and concerns of all employees. As a newcomer to the Staff Council, I am interested in learning the necessary basics. I am grateful for the support and wealth of experience of the more experienced members of the committee. I am firmly convinced that the Staff Council plays a decisive role in helping to shape the future of our university. I am therefore looking forward to working with you to shape the working environment and move our university forward.



Sabine Burmester, Student Service, Exam administration

Digitalisation in all areas of the university is an ongoing process that has an impact on jobs and people at the university.



These processes are a major challenge for everyone involved. It is important to me that all those involved are involved in the processes in good time so that hurdles can be overcome. I continue to be particularly interested in the topic of "mental stress in the workplace", which seems to have increased steadily in recent years. As an elected member of the training committee, I am focussing on ensuring that the training courses offered by the training committee are available to all employees and that part-time employees can also take advantage of them during their working hours.

Niklas Hirt, MIZ, AVM-Service

During my last term of office, I was able to familiarise myself with the topic of occupational health and safety and I am now looking forward to continuing my involvement in this area. As part of the workplace inspections with the occupational safety specialist and our company doctor, I may soon be visiting your department.

**Dr. Katrin Klitzke, Study programme coordinator LL.M. Sustainability law, Professional School**

With the election in February 2024, I was appointed as a member of the Board of Directors for the first time and am experiencing this new role and responsibility with joy and curiosity. My main interests lie in the field of knowledge transfer, which is why I will dedicate my commitment to public relations work, among other things. As a member of the Staff Council, I would like to encourage university organisational and personnel issues to be brought together with further-reaching social discourse on "quality of life", "good work" and "respectful cooperation".

**Christina Korf, School of public affairs, Institute of economics**

I am delighted to be able to serve another term on the Staff Council. As well as regularly taking part in introductory meetings, I am delighted to be able to utilise my keen interest in public relations work on the Staff Council. Working groups, website maintenance and the organisation of our regular "after-work events" are among the areas that inspire me the most.

**Kerstin Papenberg, Selection procedure officer College, Student counselling College**

Of I have benefited from the work of the Staff Council in various contexts. Thank you for giving me the opportunity to make a contribution myself. As a newly elected member, I am still getting to grips with the wide range of tasks, processes and topics, setting my focus and acquiring the necessary basic knowledge and skills to be a trustworthy contact person and represent concerns with commitment and dedication. I'm looking forward to it!

**Sabine Richter, Sustainability education and transdisciplinary research Institute**

I look forward to representing you and your interests in this electoral term of the Staff Council and would like to thank you for the trust you have placed in me. An important aspect of my work is the perspective of teaching staff and researchers. Their needs, concerns and ideas should be heard and represented on the Staff Council. Because only if we include the perspective of all employees can we guarantee optimal working conditions for everyone at Leuphana University. Another focus of my work will be the commitment to future-oriented digitalisation, which will help us to manage our tasks more efficiently and meet the growing demands. My goal is to work together with everyone to create good working conditions that enable each individual to realise their full potential.



Presentation of the youth and training representative

"My name is Leon Moewe, I'm from Lüneburg, I'm 24 years old and would like to briefly introduce myself and my work as a youth and trainee representative. I myself completed a three-year training course at Leuphana University as an IT specialist for system integration and currently work in the Media and Information Centre in the field of IT security.

I have also taken on the role of youth and trainee representative (JAV). As a JAV, I am a point of contact for trainees and under-18s when it comes to questions or suggestions regarding work or training and I represent your opinions on the staff council."

Leon Moewe

Continuing Education Commission

The Commission for Continuing Education draws up a continuing education programme for each calendar year with the aim of improving professional and general continuing education as well as deepening and expanding the knowledge and experience acquired by employees of Leuphana University of Lüneburg. The establishment of a further training commission is laid down in the "Service Agreement on Staff Further Training" of 4 April 2012. It consists of 5 members:

- Representative Staff Council (1)
- Representative office (1)
- Representative of the group of employees (3)

Result of the election of the training committee on 27 February 2024:

- Sabine Burmester, Student Services
- Claudia Wölk, International Centre
- Maria Schloßstein, Professional School
- Anke Blümler, Faculty of Management and Technology (as representative)

At its first meeting on 15.04.2024, the Continuing Education Committee re-elected Ms Annemarie Burandt as Continuing Education Officer.

We would like to thank everyone involved for their commitment. For the Staff Council, further training is a central pillar of staff development and employee satisfaction.

Tasks of the Staff Council

The primary task of the Staff Council is to represent the social and personal interests of employees vis-à-vis the department within the scope of their employment relationship and their workplace. The Staff Council represents all employees.

The Staff Council has co-determination, participation and consultation rights. In the case of measures subject to co-determination, the department may only implement them once the Staff Council has given its approval.

Counselling university employees is also one of the tasks of the Staff Council. The Staff Council is available for counselling and complaints from employees by appointment.

Mailing list of the staff council

Not every report, not every tip-off from the Staff Council is big enough to be the subject of a direct circular mailing. We want to reserve the newsletters for really important topics. Nevertheless, we would like to share information with you from time to time. This could be anything from a reminder about After Work to a reference to interesting labour law articles.

For this purpose, we have set up a mailing list as part of the WORKING LEUPHANA campaign, to which we would like to invite you.

How to register?

<mailto:gutearbeit.L-on@leuphana.de>

JETZT ANMELDEN**Personalrat-Mailinglist****1. Mail an gutearbeit.L-on@leuphana.de****2. kommentarlos auf Mail „Confirmation Request“ antworten**

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