



Welcome to the KU, welcome to the “Mittelbau”!

Dear colleague,

We are pleased that as a doctoral candidate, a Habilitation candidate, a post-doctoral staff member on the research track (“akademischer Rat”) or on the teaching track (“Lehrkraft für besondere Aufgaben”), you are now part of the “Academic Mittelbau”, the non-professorial academic staff, of the KU! We are an independent group of University members between students, non-academic staff, and the (full) professors.

The KU is one of the smallest universities in Germany and some things are different than you might know from other universities. As the representatives of the Mittelbau, we would like to support you in starting this new phase of your life here in Eichstätt/Ingolstadt, for which we have gathered the most important information here. Additionally, you can contact us at any time with questions and problems! Just send us an e-mail to mittelbauvertretung@ku.de.

Best wishes and a good start to your time at the KU!

Your team of the Representative Council of Academic and Artistic Staff

Get your research funded!

The Research Service Center (ZFF) of the KU will help you with all questions concerning your research - no matter if you need financial funding or non-material advice and support. The staff of the ZFF offers individual coaching, both for the application and financing of research projects as well as for personal academic career planning.

As part of the KU-internal research funding (proFOR+) you can apply for support for:

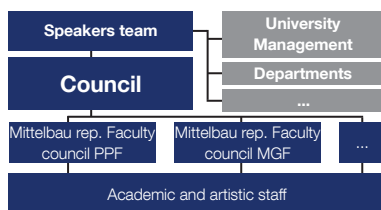
- Travels to conferences
- Participation in external courses on methods
- Organization of symposia/conferences
- Small grants
- Research stays abroad

You can get further information at
ku.de/en/research/research-promotion

The Mittelbau Representative Council

The “Representative Council of Academic and Artistic Staff” is the political representation of the KU’s Mittelbau. Voting members of the Council are the representatives of the Mittelbau in the Faculty Councils, the Senate and the University Council. While the Council itself can be compared to a „parliament“, the team of speakers, elected by the Council, conducts talks and negotiations with the University Management etc.

As part of the Mittelbau, you too are an advisory member of the Council! If you want to be informed about news or become active in university politics, just come to the next Council meeting!



You will find the date of the next Council meeting in our Mittelbau newsletter.

Any questions or problems?

Visit us at ku.de/mittelbau

Further your education!

At weiterbildung.ku.de

you will find all kinds of offers of the HR Development Department, the Research Service Center (ZFF)/ Graduate Center, the Educational and Academic Staff Development Department, the Woman and Equal Opportunity Office, the Occupational Health Management and many other providers of seminars and courses at the KU.

The variety of topics ranges from examination law and academic career planning to thesis defense training, communication skills and personality development. Workshops and coaching sessions on non-university career paths are also an integral part of the event program.

And the best: **The offers are free of charge!**

Mittelbau meetings

Get out of your ivory tower! For your personal well-being, but also to exchange experiences and to broaden your horizon, it is important to meet with like-minded people regularly. That's why we started regular Mittelbau meetings:

The doctoral candidates' meeting

All colleagues before the end of their doctorate (doctoral candidates), from the first week of work until the month of their defense.

The post-doc meeting

All colleagues that have completed their doctorate. Post-docs and Habilitation candidates in the qualification phase as well as established, tenured scholars on the research track or the teaching track.



Date, time and place of the next meeting can be found in the current Mittelbau newsletter and on our homepage.

Know your rights!

Due to the double dependence on the professor (employer and tutor/reviewer), our work situation is not always easy, especially in the qualification phase. Therefore, it is particularly important to know your rights in detail:

- In any case, make sure to read your **employment agreement**, the **general** and the **faculty doctoral/Habilitation regulations** carefully!
- The **Wissenschaftszeitvertragsgesetz** (German act on temporary employment in higher education and research) allows fixed-term contracts in the doctoral and post-doc phases (within Germany) only for up to **6+6 years**. After this period, temporary employment is only possible via third-party funding. However, this period can be extended by a further two years for every own child.
- You do not have to work more **working hours** for your superior than is stated in the employment agreement. However, they can demand that you work on your thesis only outside working hours, if it is not part of your employment contract!
- In case of accusations of scientific misconduct, the **ombudspersons** of the KU can be called in (e.g. also exploitation of ideas, order of authors!)

Competent contact for all questions concerning labor law is the KU Staff Representative Committee (MAV). You can arrange an appointment at ku.de/MAV.