



Statutes fh-ch

I. NAME, REGISTERED OFFICE, PURPOSE

Article 1

1. an association exists under the name "Association of Teachers and Researchers at Swiss Universities of Applied Sciences (fh-ch)" within the meaning of Art. 60ff. ZGB.
2. the legal domicile of the fh-ch is generally located at the registered office.
3. it is party-politically and denominationally neutral and does not pursue a profit-making purpose.
4. it promotes the reputation and interests of lecturers, researchers and universities of applied sciences.

In particular

- a) it contributes to the implementation of the management mandate defined by the Higher Education Funding and Coordination Act (HFKG), the economy and society in a balanced manner;
- b) it exerts influence and safeguards the interests of teachers and researchers in business, politics and society;
- c) participates in consultation procedures and delegates representatives to commissions and organizations;
- d) it promotes the exchange of experience and networking among teachers and researchers,
- e) supports them in labor law matters and
- e) performs public relations work.

II MEMBERSHIP

A) ORIGIN AND TERMINATION

Article 2

1. fh-ch members are associations in which teachers and researchers at Swiss universities of applied sciences are organized. These associations are referred to below as sections.
- 2 Sections are usually associations that represent teachers and researchers *at a* university of applied sciences.
3. lecturers and researchers at universities of applied sciences that do not have their own association that is a member of the fh-ch may become members of the fh-ch as individuals. Their rights and obligations are set out in regulations.

Article 3

1. persons who have rendered outstanding services to the fh-ch may be admitted as honorary members.
2. persons who wish to support the fh-ch can become patrons.
- 3 Corresponding members are associations that cannot be accepted as full members for special reasons.
- 4 The rights and obligations of honorary members, patrons and corresponding members are set out in regulations.

Article 4

1. a section is admitted to the fh-ch by the Assembly of Delegates at the request of the Board of Directors.
2. the sections must enclose their statutes with the application for admission. The statutes of the sections or any amendments thereto shall require the approval of the Board of Directors to ensure that contradictions do not make joint action impossible.

Article 5

1. membership of a section is terminated by resignation or dissolution.
2. fh-ch members may leave the fh-ch at the end of December after giving six months' written notice.
3. appropriate measures may be taken against sections that do not fulfill their statutory obligations or act against the interests of the fh-ch. These include suspension of membership, withdrawal of the right of delegation or exclusion from the association.
4. retired sections have no claim to the Association's assets or to any reimbursements.

B) RIGHTS AND OBLIGATIONS OF THE SECTIONS AND THEIR MEMBERS

Article 6

- 1 The sections constitute themselves. Amendments to their statutes are subject to approval by the Board of Directors (see Art. 4.2).
2. the autonomy of the sections shall be preserved. The sections retain their legal personality. However, autonomy must not be allowed to interfere with overarching coordination.

Article 7

The sections pay an annual contribution to the fh-ch per section member, the amount of which is determined annually for the following year by the fh-ch Assembly of Delegates. The contribution must be paid to the central treasury no later than three months after receipt of the contribution invoice.

Article 8

The sections shall consult with the Executive Board in good time on all important tasks affecting fh-ch or the UAS sector in general in order to ensure a common approach and coordination between the sections and with the Executive Board.

Article 9

The association's assets are exclusively liable for the liabilities of the fh-ch. The liability of the members is excluded.

III ORGANIZATION

Article 10

The organs of the fh-ch are

- Assembly of Delegates (Art. 11-15)
- Board of Directors Art. 16-19)
- Management (Art. 20f)
- Office (Art. 22)
- Auditors (Art. 23).

A) ASSEMBLY OF DELEGATES

Article 11

- 1 The Assembly of Delegates is the supreme body of the Association.
2. the delegates are appointed by the sections. These are entitled to
 - a) one delegate for every 25 section members.
 - b) in any case at least three delegates.

Article 12

1. the ordinary Delegates' Meeting usually takes place in the second calendar quarter.

2. an extraordinary meeting of delegates must be convened by the Board of Directors within two months:

- a) by resolution of the ZV;
- b) if two sections or 100 section members submit a written request to the Executive Committee, stating the items on the agenda and the reasons for the request.

Article 13

1. the convening of the Delegates Assembly is the responsibility of the Board of Directors. It shall be convened at least 20 days before the meeting, stating the agenda items.

2. ten days' notice is sufficient to convene an Extraordinary Delegates' Meeting, with the agenda items being announced at the same time.

Article 14

1. each delegate has one vote.

2. elections and votes must generally be conducted by secret ballot.

3. the absolute majority shall apply in the first ballot and the relative majority in the second ballot.

Article 15

The Assembly of Delegates is responsible for the following business:

- a) Resolution on the annual report and the annual program;
- b) Resolution on the annual accounts, the auditors' report and the discharge of the responsible Association bodies;
- c) Resolution on the budget and the appropriation of profits;
- d) Determination of the annual contribution for the next association year for the section members;
- e) Election of the Chairman of the Board of Directors, a maximum of five other members of the Board of Directors (in accordance with Art. 16) and the auditors;
- f) Appointment of honorary members at the request of the Board of Directors;
- g) passing resolutions on all matters referred to it by governing bodies;
- h) Dealing with proposals from the sections;
- i) Approval of the admission of a new section or the exclusion of sections that do not fulfill their statutory obligations;
- j) Deciding on appeals against resolutions of the Board of Directors;
- k) Revision of the Articles of Association;
- l) passing resolutions on other matters assigned to it by law and the Articles of Association;
- m) Acceptance of contracts with other associations, e.g. regarding the allocation of the office.
- n) Resolution on the dissolution and liquidation of the Association.

B) BOARD OF DIRECTORS

Article 16

1. the Central Committee consists of the section presidents or other members of the section committees and a maximum of five other members. The composition should represent the different member groups in a balanced manner.
2. the President is elected from among the members of the Board of Directors by the Assembly of Delegates.
- 3 The term of office of the members of the Board of Directors elected by the Assembly of Delegates is three years. Re-election is permitted.
- 4 Each member of the Board of Directors has one vote.

Article 17

- 1 The President manages the Association in agreement with the Association bodies. He/she represents the Association externally. The President shall have the casting vote on all matters; in the event of a tie, elections shall be decided by lot. The President has an advisory vote and the right to propose motions in all Association bodies and commissions.
2. the Vice-President supports the President in his/her activities and is his/her deputy in all respects.
- (3) The Chief Financial Officer is responsible for the accounting and cash management as well as the asset management of the Association. Every year, he/she must submit the accounts to the Association's bodies in writing and present the budget.
4. he/she is supported by the office.
5. the financial year shall be the calendar year.

Article 18

- 1 Meetings of the Board of Directors shall be convened by the President as required. They must be convened if they are requested by at least one third of the Board of Directors. The request to convene a meeting of the Board of Directors must be submitted to the office for the attention of the Executive Committee in writing, stating the reasons for the request.
2. except in urgent cases, the meeting must be convened in writing at least fourteen days before the meeting, stating the items to be discussed.

Article 19

- 1 The Board of Directors is the executive body of the fh.ch. It manages the association and determines the guidelines for ongoing activities.
2. it constitutes itself - with the exception of the Presidium - and determines the authorized signatories.
- 3 In particular, it has the following duties and powers:
 - a) Passing resolutions on business that is not reserved for other bodies and not expressly reserved for the Delegates' Meeting;
 - b) Preparation of business for the attention of the Delegates' Meeting;
 - c) Decisions on non-budgeted expenditure up to CHF 5,000 in individual cases;
 - d) Approval of the statutes of the sections (Art. 6);
 - e) Decision on the suspension of membership or the withdrawal of the right of delegation in accordance with Art. 5.3;
 - f) Setting up and commissioning specialist and working groups;
 - g) Adopting consultations and statements on university policy issues;
 - h) adopting the Association's program of activities and issuing regulations, subject to their confirmation by the Assembly of Delegates.
 - j) appointment of a management board.

C) MANAGEMENT

Article 20

The Executive Board supports the work of the Presidium and the Central Committee, in particular

- a) in the development and implementation of the strategy and the program of activities,
- b) the preparation and follow-up of meetings and
- c) the preparation and implementation of public relations work;
- d) together with a working group, it prepares consultations and statements on university policy issues;
- e) it maintains contact with the national parliament and education policy organizations;
- f) it supports the sections of the individual universities of applied sciences on request and is responsible for recruiting and supporting individual members;
- g) it has authority to issue instructions to the office.

Article 21

The management is supported by the office, in particular in the areas of public relations, address management and the preparation and organization of events.

D) OFFICE

Article 22

The office

- a) guarantees that the fh-ch can be reached by telephone during office hours,
- b) takes care of incoming postal and digital mail,
- c) initiates payments on behalf of the Head of Finance and keeps the fh-ch's accounts;
- d) it supports the management in the areas of public relations, address management and the preparation and implementation of events.

E) AUDITORS

Article 23

Two auditors must audit the Association's entire accounts, the financial statements and the assets and submit a written report to the Board of Directors for the attention of the Delegates' Meeting and make a proposal. The term of office is three years; re-election is possible twice.

IV. RIGHT OF APPEAL

Article 24

1. the right of appeal to the Assembly of Delegates against resolutions of the Board of Directors shall be granted to the sections in all cases.
- 2 The appeal period is 30 days from notification. The appeal must be submitted to the office for the attention of the Executive Committee in writing, stating the reasons for the appeal.

V. REVISION OF THE ARTICLES OF ASSOCIATION, DISSOLUTION AND LIQUIDATION

Article 25

1. amendments to the Articles of Association may be made by the Assembly of Delegates in accordance with Art. 14.2.
2. however, a resolution to revise the Articles of Association can only be passed with a two-thirds majority of the delegates participating in the vote.
- 3 The same applies to a resolution on dissolution and liquidation, which also requires at least three quarters of the sections to be represented at the relevant delegates' meeting.
4. the resolution on dissolution must contain provisions on the use of the association's assets and material assets. The corresponding funds are to be used in accordance with the purpose of the Association.

VI FINAL PROVISIONS

Article 26

The statutes of the fh-ch come into force upon adoption.