Article 1: Exemption of staff members

1. For the period of their membership, the members of the University Council who are part of the staff section are exempted from 0.2 FTE of their normal duties.
2. In addition to the exemption referred to in the first paragraph, the chairs of the groups in the University Council who are part of the staff section, for the period in which they are working as such, are exempted from a further 0.05 FTE of their normal duties.
3. In addition to the exemption referred to in the first paragraph, the chairs of the standing committees of the University Council who are part of the staff section, for the period in which they are working as such, are exempted from a further 0.05 FTE of their normal duties.
4. The total exemption pursuant to paragraphs 1 to 3 inclusive may not exceed the amount of 0.3 FTE.
5. In addition to the exemption referred to in the first paragraph, the chair of the University Council who is part of the staff section and is also a member of the Council, for the period in which he/she is working as such, is exempted from a further 0.4 FTE of his/her normal duties.
6. The chair of the University Council who is part of the staff section and is not also a member of the Council, for the period in which he/she is working as such, is exempted from 0.6 FTE of his/her normal duties.

Article 2: Substitution of staff members

1. The persons who are exempted from their normal duties pursuant to the provisions of Article 1 can be substituted in their normal duties. For persons with a part-time appointment, this substitution can also take the form of a temporary increase in the
hours of their appointment, at least insofar as this is permitted by the provisions of the Collective Labour Agreement (hereafter: CAO).

2. For persons in temporary employment in the staff category of PhD candidates and researchers, the substitution referred to in the first paragraph can also take the form of a temporary prolongation of their appointment after the term of office in the University Council, at least insofar as this is permitted by the provisions of the CAO.

3. The substitution referred to in the first paragraph takes place for the period and for the number of hours per week for which the substituted person has the right to exemption, and the salary level of the substituting person must not exceed that of the person substituted or the amount associated with the maximum salary of salary scale 11.

4. The substitution referred to in the second paragraph takes place subject to the funding available for this according to the provisions of paragraph 3.

Article 3: Exemption of student members

1. For the period of their membership, the members and chair of the University Council who are in the student section are exempted from attending examinations, final examinations and (mandatory) study components, insofar as they take place at the same time as meetings of the Council or consultation meetings of the Council with the Executive Board.

The chairs of the standing committees of the University Council who are part of the student section are also given the aforesaid exemption if examinations, final examinations and (mandatory) study components take place at the same time as meetings of the committee concerned.

2. For the persons who are exempted pursuant to the provisions of the first paragraph, the faculties will make arrangements such that they can take the relevant examinations or final examinations at another time, or can follow the relevant study components at another time or are given equivalent substitute assignments such that the exemption does not lead to any delay in their studies.

Article 4: Allowance for student members

1. During the period of their membership, the members of the University Council who are part of the student section can claim an allowance per month of the amount associated with 0.2 FTE of salary number 2 of salary scale 6.

2. In addition to the claim referred to in the first paragraph, the chairs of the groups in the University Council who are part of the student section, for the period in which they are working as such, can claim an allowance per month of the amount associated with 0.05 FTE of salary number 2 of salary scale 6.

3. In addition to the claim referred to in the first paragraph, the chairs of the standing
committees of the University Council who are part of the student section, for the period in which they are working as such, can claim an allowance per month of the amount associated with 0.05 FTE of salary number 2 of salary scale 6.

4. The total allowance pursuant to paragraphs 1 to 3 inclusive may not exceed the amount of 0.3 FTE.

5. In addition to the claim referred to in the first paragraph, the chair of the University Council who is part of the student section and is also a member of the Council, for the period in which he/she is working as such, can claim an allowance per month of the amount associated with 0.4 FTE of the maximum salary of salary scale 11.

6. The chair of the University Council who is part of the student section and is not also a member of the Council, for the period in which he/she is working as such, can claim an allowance of the amounts referred to in the first and fifth paragraphs.

Article 5: Expense allowance

1. The members of the University Council can claim an expense allowance, which is set at the fixed amount of € 300 per year.

2. With the permission of the chair of the Council, and insofar as related to their position as members of the University Council, such members can claim reimbursement of travel and accommodation costs in accordance with the regulations applicable within the University.

Article 6: Training

The members of the University Council can claim training for a maximum of three days per membership term.

Article 7: Support and meeting space

1. The Executive Board, in agreement with the chair of the Council, provides for adequate administrative support for the University Council.

2. If so wished, rooms and catering facilities will be made available to the University Council and the various groups in the University Council for their meetings.

3. The University Council and the members of the University Council can make use of the University’s facilities in the area of reprography, post and telephone for their duties as such.

Article 8: Budget of the University Council

1. In the University’s budget, the Executive Board will include a budget to which the
The Facility Regulations of the University Council were adopted by the Executive Board by a decision of 4 June 1998, and most recently amended with regard to Articles 1 and 2 by a decision of the Executive Board of 17 February 2015.