

Tätigkeitsbericht der Studienvertretung Doktorat an
der TU Wien laut §19a HSG und §20 HTU-Satzung
Activity Report of the Programme Representation of
Doctoral Candidates in Accordance with the
Austrian Law Regulating the Representation of
Students (§19a HSG 1998) and the Articles of the
Students' Representation at University Level (§20
HTU-Satzung)

Studienvertretung Doktorat

Budgetjahr 2014/2015 (1.7.14 - 30.6.15)

Abstract

The activities of the representatives of the doctoral candidates at TU Wien during the period from 1 July 2014 to 30 June 2015 are briefly summarised. They include counselling, meetings, workshops for doctoral candidates and much more. A short financial overview is given in this report.

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1 Introduction

In accordance with the Austrian Law Regulating the Representation of Students (Hochschülerinnen- und Hochschülerschaftsgesetz 1998, shortly HSG [5]) the main task of the Programme Representation of Doctoral Candidates (Studienvertretung) is the representation of the interests of all doctoral candidates at the TU Wien (see §18 HSG). In our case this comprises the counselling of doctoral candidates, participation in the curricular committee for the doctoral programme (Studienkommission für die Doktoratsstudien), contact to professors and the works council (Betriebsrat), writing official statements (Stellungnahmen), organising workshops, providing infrastructure and much more. The costs for workshops, infrastructure for counselling, etc. are covered by a part of the students' union fee (ÖH-Beitrag) [5] [8]. Due to the fact that every doctoral candidate has to pay this fee, we want to report the expenses and the activities of the programme representation, as stated in §19a HSG 1998 and in §20 HTU-Satzung (articles of the students' representation at university level [8]).

It is generally agreed that the representation of the doctoral candidates is not work that can be done by only five people as given by law [5]. The five elected students' representatives (Alexander Grill, Walid Hetaba, Wolfgang Müller, Bianka Ullmann and Patrik Zips [6]) have decided to work and make decisions together with all committed predocs. Due to this decision, all activities of the Programme Representation of the Doctoral Candidates have taken place within the Fachschaft Doktorat, which consists of approximately 15 predocs, five of them the official students' representatives. The members of the Fachschaft Doktorat are working as volunteers and thus without payment for their work within the Fachschaft Doktorat. All decisions of the Programme Representation have been made during the Jours Fixes of the Fachschaft Doktorat, where every doctoral candidate at the TU Wien can participate. Hence the term "Fachschaft Doktorat" is used in the following instead of "Programme Representation of the Doctoral Candidates".

2 Activities

This section is the summary of the activities of the Fachschaft Doktorat during the period from 1 July 2014 to 30 June 2015.

2.1 Counselling (Beratung)

One of the main activities of the Fachschaft Doktorat is counselling of persons who want to enrol on a doctoral programme and doctoral candidates at the TU Wien. We offered opening hours, individual counselling and counselling via e-mail.

2.1.1 Opening Hours

The opening hours of the Fachschaft Doktorat were every second Tuesday at 5.30 p.m, where study-related counselling was offered. Approximately 30 doctoral candidates and 20 persons interested in enrolling on a doctoral programme made use of this offer.

2.1.2 Individual Counselling

Beside the opening hours the Fachschaft Doktorat offered individual counselling of doctoral candidates. Nearly 20 people made use of this offer.

2.1.3 e-mail

Most of the study-related counselling was offered via e-mail. On average there were four e-mails per week sent to the e-mail address fsdr@fsdr.at. 95 % of the questions were from people from all over the world who wanted to enrol on a doctoral programme at TU Wien. The members of the Fachschaft Doktorat replied to all of them.

2.2 Meetings of the Fachschaft Doktorat and Doctoral Candidates

Every second Tuesday we organised a Jour Fixe or a "Stammtisch".

2.2.1 Jour Fixe

Every four weeks on Tuesday the Fachschaft Doktorat had a Jour Fixe. This is an open meeting where all decisions are made. Every doctoral candidate at TU Wien was invited. The information regarding date, time and location of the Jour Fixe was published at the website www.fsdr.at and some of the Jours Fixes were also made public in the information e-mail (sent to all doctoral candidates).

2.2.2 Stammtisch

The Fachschaft Doktorat offered every four weeks on Tuesday a so-called Stammtisch in order to connect doctoral candidates from different research areas and faculties. A Stammtisch is a meeting in a restaurant or pub, where we get together and talk about issues related to doctoral studies. The information regarding date, time and location of the Jour Fixe was published at the website www.fsdr.at and some of the Jours Fixes were also made public in the information e-mail (sent to all doctoral candidates).

2.3 Statements (Stellungnahmen)

The Fachschaft Doktorat answered the questionnaire concerning the evaluation of the admission requirements according to § 64 of the Universities Act 2002 (only in German) in February 2015 [4].

2.4 Nominations for Self-Governing Bodies at TU Wien (Nominierungen in Kollegialorgane der TU Wien)

The Fachschaft Doktorat has to nominate at least four representatives of doctoral candidates for the curricular committee for the doctoral programme (Studienkommission für die Doktoratsstudien). Further, it has to nominate at least four representatives for the curricular committee for the continuing education programmes (Studienkommission für Universitätslehrgänge). The personnel decisions were made during the Jours Fixes of the Fachschaft Doktorat. Three nominations were made.

5 May 2015 Nomination for “Studienkommission für die Doktoratsstudien”. Members: Martin Müller, Alexander Grill, Bianka Ullmann, Wolfgang Müller; alternate members: Alexander Fischl, Andreas Deutschmann, Markus Bajones, Thomas Kiefer

10 June 2014 Nomination for “Studienkommission für Universitätslehrgänge”. Members: Abd El Hamid LASHIN, Kira Senger, Bojan Ikić, Robert Jarczyk; alternate members: Andrea Mayr, Thomas Leimer, David Toneian, Norbert Holzinger, Martin Olesch

In mutual agreement with the “Fachschaft Physik” Walid Hetaba was a member of the Physics’ department faculty commission, representing the doctoral students working in the Faculty of Physics.

2.5 Activities in Self-Governing Bodies at TU Wien (Arbeit in Kollegialorgane der TU Wien)

The curricular committee for the doctoral programme had three meetings: 18 November 2014, 9 March 2015 and 11 June 2015. Besides the three meetings of the committee there were several meetings between members of the Fachschaf Doktorat and members of the curricular committee. The most important topics were the Guidelines for Cumulative Dissertations (Richtlinie für kumulative Dissertationen), the teaching assistance of doctoral candidates and a new guideline for the doctoral programmes at TU Wien. The Fachschaf Doktorat was involved in all discussions.

2.6 Providing Infrastructure for Doctoral Candidates

The Fachschaf Doktorat has a small office in Geniegebäude, Getreidemarkt 9 and one small storage room in Freihaus, Wiedner Hauptstraße 8-10. The office and the storage room were used for counselling, meetings, organisation tasks, IT infrastructure and every day representation work.

2.7 Information and Service

One important task of the Fachschaf Doktorat is providing important information for doctoral candidates. Thus, our website was maintained, information mails were sent, a Facebook page and group were set up and an article was published.

2.7.1 Website Maintenance

The Fachschaf Doktorat has a website, www.fsdr.at. Beside the revision of existing content we also have provided new information for all doctoral candidates.

2.7.2 Information via email

We sent five information e-mails to all enrolled doctoral candidates at TU Wien. We informed the candidates about news and upcoming events regarding the doctoral study at TU Wien. Further we sent two information e-mails to all doctoral candidates at the Faculty of Informatics which were concerned with the the new guideline for the structure of the doctoral programme at the Faculty of Informatics.

2.7.3 htu.info

The Fachschaft Doktorat published one article in the journal of the University Representation of Students at TU Wien, called htu.info. The article was about the guidelines for cumulative dissertations (title “Modification of the Guidelines for Cumulative Dissertations”) and it was published in edition 03/2014 [7].

2.7.4 Social Media

The Fachschaft Doktorat also commenced activities on social media such as Facebook. A Facebook page [3], as well as a Facebook group [2] has been set up to connect doctoral candidates at the TU Wien, and provide them with up-to-date information.

2.8 Training of the Members of the Fachschaft Doktorat

Two trainings for the members of the Fachschaft Doktorat took place: 28 to 30 November 2014 and 20 to 22 March 2015. The goals were improving the knowledge of current legal norms, discussing the current situation of doctoral candidates and getting ideas for the further work as representatives of doctoral candidates. The topics of our two trainings were discussion about possible improvements on the curriculum and guidelines, current employment situation of the doctoral candidates at TU Wien and further work in the curricular committee etc.

2.9 Projects

Besides the above mentioned every day work, the Fachschaft Doktorat organised and participated in projects like workshops for predocs, preparations for a symposium, two orientation programmes and information events.

2.9.1 Information Events

Due to the fact that the Fachschaft Doktorat represents the interests of doctoral candidates all over the TU Wien, it is very important to offer possibilities for meeting each other and talking about current problems and ideas to solve them. Two of these possibilities were the Diss Fest (party for doctoral candidates) on 3 December 2014 [1] and the PhD Party on 30 April 2015, both organised by Fachschaft Doktorat. These were small parties in the Kontaktraum (Neues EI, Gußhausstraße 27-29) and in the seminar room next to the office of the Fachschaft Doktorat (Geniegebäude, Getreidemarkt 9). Approximately 200 doctoral candidates and professors attended the parties.

2.9.2 Orientation Programmes

As mentioned in 2.9.1 meeting possibilities are very important for doctoral candidates. Therefore, the Fachschaft Doktorat organised two Orientation Programmes for doctoral candidates enrolling in winter term 2014 and in summer term 2014/2015 on 3 December 2014 and on 30 April 2015, respectively. This information event is a first introduction to university life for doctoral candidates at the TU Wien.

2.9.3 Preparation for Vienna young Scientists Symposium

The Fachschaft Doktorat participated in the novel initiative Vienna young Scientists Symposium (VSS), which took place on 25 and 26 June 2015. The VSS is a possibility for young researchers and students to present their own research. The main goals are the support of young researchers, enforcing interdisciplinary work and publicity for research results at the TU Wien. Based on the idea of a doctoral candidate, this project became an official project of the Vice Rector for Research, Johannes Fröhlich.

2.9.4 Workshops for Predocs

The Fachschaft Doktorat offered workshops for doctoral candidates in the winter term 2014/2015. On the one hand, we wanted to extend the offer of continuing education for predocs and on the other hand we wanted to show that there is a need for courses and workshops especially for predocs.

- Introduction to Scientific Python
- LaTeX Beginners Course and Advanced Course
- Scientific Writing in Natural and Technical Sciences
- Scientific Writing in Architecture and Planning

Further information on the workshops is given in the appendix.

2.10 Standard Procedure for Doctoral Program at the Faculty of Informatics

The Faculty of Informatics made a new guideline regarding the structure of the doctoral programme at the Faculty of Informatics [9] which came into effect on 1 March 2015 for the doctoral candidates at this faculty. The Fachschaft Doktorat participated in the creation process of the guideline in October and November 2014. The participation work included one meeting with the concerned doctoral candidates, several meetings with the concerned deans of studies, meetings with professors at the Faculty of Informatics and two information e-mails to the concerned doctoral candidates. The Fachschaft Doktorat called attention to possible problems, which could occur for doctoral candidates. Most of the objections were considered during the creation process.

3 Budget

All students (this includes doctoral candidates) are members of the ÖH (Österreichische Hochschülerinnen- und Hochschülerschaft - the official representation of students at the national level). Every student has to pay the students' union fee (ÖH-Beitrag). 15% of the fee remain at national level. The rest of the money goes back to the local representations, in our case the HTU Wien (Hochschülerinnen- und Hochschülerschaft an der TU Wien - the official students' representation at university level). The latter distributes the money according to its articles to the students' representations, the departments of the HTU, representations at faculty level, etc. [8] [5]

The budget of the Programme Representation of Doctoral Candidates at TU Wien

(Fachschaft Doktorat) was approximately 12,500 EUR of which approx. 12,000 EUR were spent. Money was used for the following items: providing the food and the non alcoholic drinks served during counselling and at the information events (approx. 1000 EUR), to maintain, expand and improve the office and IT infrastructure (approx. 500 EUR), to train the members of the Fachschaft Doktorat (approx. 5,000 EUR), for announcements regarding events and ÖH-election (approx. 3,000 EUR) and to offer workshops of doctoral candidates (approx. 3,000 EUR). The rest is going back to the HTU Wien where it is used to set up reserves.

4 Conclusion and Outlook

At lot of work has been done during the period from 1 July 2014 to 30 June 2015. Besides the every day work like counselling for doctoral candidates, writing statements, participating in the curricular committee etc., the Fachschaft Doktorat also organised and participated in projects like, e.g. the workshops for predocs and the Vienna young Scientists Symposium. The amount of work will not decrease for the period from 1 July 2015 to 30 June 2016.

For further information about the work in the Fachschaft Doktorat, please contact us via email: fsdr@fsdr.at



Vorsitzende der Studienvertretung Doktorat

Bianka Ullmann

A Workshops for Predocs

A.1 Introduction to Scientific Python

Scientists approach programming from a very different angle than conventional software developers: most codes written for scientific applications are quick'n'dirty solutions, either throw-away code designed to perform a specific analysis or glue code tying data processing steps together. Yet compiled languages like Fortran and C focus on speed and well-formedness, at the expense of being more verbose and more prone to subtle errors. This makes for a strong case for the Python programming language, combined with the SciPy (scientific python) package. Python is a simple yet highly expressive, interpreted language. It has a "batteries included" approach to computing: it ships a large standard library and provides easy bindings to Fortran or C code. SciPy amends Python with a powerful and fast matrix library in the spirit of MATLAB. It also comes with a huge toolbox for numerical and scientific computing. This makes writing scientific code incredibly fast and a pleasurable experience.

The topics were: python basics, The NumPy array, important parts of SciPy, plotting with Matplotlib, interfacing with C and Fortran code, performance considerations, things you need for your research.

This workshop was directed at doctoral candidates (Ph.D. students) at the TU Wien, who write or plan to write scientific code for their research.

The workshop was held in English language by DI Markus Wallerberger.

Date: Tuesday, 4 November and Thursday, 6 November 2014

Time: each day 2 p.m. to approx. 6:30 p.m.

Place: ZID computer room FH2 (Wiedner Hauptstraße 8-10, Turm B, yellow section, 2nd floor, room number: DB02F24)

Number of participants: 20

A.2 LaTeX Beginners Course and Advanced Course

For the publication of scientific work, especially in the technical field, LaTeX is the first choice for professional typesetting and text formatting. This workshop will provide an introduction to LaTeX. At the beginning of the workshop, we offer to assist you with setting up a TeX distribution, including a suitable editor. Building on basic concepts and features of LaTeX (text structure and formatting, formulas, graphs, tables, etc.) are presented. Dealing with LaTeX will be practiced based on several small exercises. The aim of this workshop was to gain all necessary knowledge to compose scientific papers in LaTeX.

The workshop was held by DI Alexander Grill, DI Martin Müller, DI Wolfgang Müller, DI Andreas Deutschmann.

Date: Monday, 1 December and Tuesday, 2 December 2014

Time: 2 p.m. to 7 p.m.

Place: ZID computer room FH2 (Wiedner Hauptstraße 8-10, Turm B, yellow section, 2nd floor, room number: DB02F24)

Number of participants: 20

A.3 Scientific Writing in Natural and Technical Sciences

Using a very practical approach, the most important aspects of science writing were discussed. The participants got tips on how to plan a writing project, information regarding the structure of a scientific manuscript (including Master and PhD thesis) and a thorough description which details have to be given in the introduction, method, results and conclusion section - and how data and related information should be presented in each of these sections. In the group, texts of the participants were analysed and discussed. Practical exercises, numerous examples and plenty of time for discussion and questions contributed to a better understanding of the seminar topics.

The workshop was held in English language by Dr. Eva Müller.

Date: Thursday, 15 January and Friday, 16 January 2015

Time: each day 9 a.m. to approx. 5 p.m.

Place: Seminar room Erzherzog Johann (Erzherzog Johann Pl. 1, 1040 Wien, 5th floor, room number: FB0513)

Number of participants: 7

A.4 Scientific Writing in Architecture and Planning

This 2-day workshop gave early career researchers practical advice in making their first steps towards writing and publishing their work. It introduced approved methods of writing academic texts for specific audiences, structuring academic papers, formulating good arguments, and finding individual publishing strategies. Through practical exercises attendants learned to use simple instruments for structuring the process of scientific writing. Herewith, the course assisted young academics in approaching their first publication projects.

The workshop was held in English language by Dr. Johannes Suitner.

Date: Monday, 19 January and Tuesday, 20 January 2015

Time: each day 9 a.m. to approx. 5 p.m.

Place: Seminar room in Operngasse 11

Number of participants: 15

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