



Vision:

The AG Nachhaltigkeit (Working group for Sustainability) wants to make the University of Basel more sustainable through projects organized and realized by students, and supported by PhD students, post-docs, professors and staff at the university. In this capacity, it also hopes to set a national example in this area.

Mission:

The AG Nachhaltigkeit is the first point of contact for everyone at the university, especially students, who want to implement projects at the university to make the campus and the lives of those in and around it more sustainable.

Values:

- **Commitment:** We are motivated and dedicated to support and create projects to make the university (more) sustainable.
- **Engagement:** The work of all members of the AG Nachhaltigkeit is on a voluntary basis.
- **Open:** All members of the university can join the AG Nachhaltigkeit.
- **Collaboration:** Nobody has to work alone. Only together can we take the necessary steps to make the university more sustainable.
- **Communication:** We work transparently and inform diligently about our projects

What the AG Nachhaltigkeit offers

The AG Nachhaltigkeit supports members of the university, especially students, in their planning and realization of sustainability projects through:

- (Subject-specific) **expertise** from members of the I-IV Groups at the University of Basel
- **Financial:** The AG Nachhaltigkeit has its own budget (supplied by the Student Council as well as the BOOST Funding Program of the university) with which it supports projects, and also helps to find further sponsors.
- **Network:** Both internal and external to the university.
- **Support for project management:** specific, as well as strategic, upon request.

The projects:

- The project groups work on their projects independently but are supported by the AG Nachhaltigkeit's board (Introduction of the Board, pg. 2).
- All members of the university are welcome to start a project, but at least one student must be involved in the implementation thereof.
- In the planning phase of the project, the "Decision Making Tree" and the "Concept Plan" can be of use.
- Both on and off campus projects are supported.
- Working on projects is on a voluntary basis – no wages are paid.

Support

- The type of support (financial, expert, or both) depends on the project.
- The board decides on the support depending on the concept plan and the project criteria, which can be found below (this happens in the respective board meeting after the handing in of the concept plan).
- Projects can be introduced every month at the monthly meetings.
- Towards the end of the project, a short description thereof (including a budgetary overview) and invoices and other documents need to be sent to the board (the corresponding form will be sent in due course).
- The completed projects will be exhibited once a year and communicated on the AG Nachhaltigkeit's website and the social media platforms.

Financial Support

- Projects are supported financially with a maximum of CHF 2,000. Whether financial support is given and the amount thereof are decided by the board (in discussion with the head of the Sustainability Office).
- It is a majority vote (more than 50% 'yes' or 'no' votes).
- Every member of the board has one vote (Yes, No or Abstention).
- If a board member is the leader of a project, he/she needs to abstain from the vote.
- If support for the project is not given, the board provides the project team with suggestions for improvement and the chance to reapply for financial support.

The Project criteria

- **Impact:** What impact does the project have for sustainable development?
- **Financing:** How much money is needed for the realization of the project? What financial sources could be used?
- **Time:** Can the project be implemented in one semester? If not, what plans are in place to allow for the project's survival over long-term planning?
- **Meaning:** Is the project of interest to other university members?
- **Motivation:** Are the people working on the project ready to invest some of their free time in the planning and carrying out of the project?
- **Expertise:** Can the people working on the project be considered 'experts' in the field of the project? Or is additional expert support required? Who could help you?

Structure of the AG Nachhaltigkeit:

1. Board

Made up of:

- Founding members of the AG Nachhaltigkeit
- At least 1 member from the Skuba board
- At most 10 members
- Interested members of the AG Nachhaltigkeit (at least 50% of the board must be students)

Tasks:

- Close cooperation with the General management team
 - o Project management
 - o Structural decisions
 - o Organizational decisions
- Decisions about the type of support (especially financial support)
- Revision of the annual accounts
- Public relations
 - o Representation of the AG Nachhaltigkeit at public events
 - o Recruitment of members

- Communication
 - o Advertisement for the different projects
 - o Maintenance of social media platforms and other communication channels (detailed tasks see communication concept)
- Finances
 - o Creation of a fundraising concept
 - o Support for individual projects in fundraising
 - o Keeping a budget
 - o Creation of annual accounts

1. General management team

Made up of:

- Franziska Kastner (General manager, Sustainability Office)
- Stefano Dias Machado (Intern, Sustainability Office)

Tasks:

- Project management
- Management, organization and mediation of the monthly meetings
- Taking of the minutes at meetings
- Management, organization and mediation of internal communication (Slack, Emails)
- Collaboration with and support of the board
- Advisory role in the support for project groups

2. Pool of experts

Made up of:

- Interested members of the university I-IV Groups

Tasks:

- Selective engagement, advising, and support of the AG Nachhaltigkeit

3. Project groups

- Project 1 → The leaders of the project need to represent their project at the monthly meetings and be available as a first contact for all project-related questions
- Project 2 → The leaders of the project need to represent their project at the monthly meetings and be available as a first point of contact for all project-related questions
- ...

Monthly meetings

- General information / Admin
- Introduction of new project ideas
- Exchanges / Updates to current projects

Organizational matters / Fine print

- The AG Nachhaltigkeit is a student-led working group. The sustainability office offers strategic and operational support.
- The AG Nachhaltigkeit is a proper name to be used in German and English.