

From January 2023: Retrieve salary statements digitally

In the coming year, the HU will switch its payroll to SAP Payroll. For HU employees, the change means that from January 2023 they will be able to retrieve their pay slips digitally and, above all, independently. A new service portal will be available for this purpose, the Employee Self Service - ESS for short. In addition to the remuneration statements, employees will also be able to maintain much of their personal data in the ESS within the HU network or via a VPN connection in the web browser and retrieve further certificates.

[Read about the requirements for using the ESS](#)

Administration & Service

Portrait: Have a digital coffee with... Maria Indyk

Maria Indyk is the newly elected representative for the severely disabled employees of the HU. Together with two deputies, she stands up for the interests of the approximately 156 colleagues. "Laws, regulations, ordinances... I have to learn a lot of new things," says Indyk, looking forward to her new job. Part-time learning? The German and theatre studies graduate has always done that and even learned to sign in the process. But what the passionate Tango Argentino dancer is looking forward to most is contact with people: "I want to make a positive difference, even if it will sometimes only be small steps."

[Read portrait about Maria Indyk](#)

Clearance of accounts: Please note deadlines

The Budget and Personnel Department asks that you note the clearance of accounts dates early. Non-SEPA payments and honorarium payments are still possible this year until 12 December. The last date for all cash payments in and out is 15 December. Non-cash payments will be accepted until 19 December.

[View all deadlines on the intranet](#)

New official instructions: Reimbursement of cash expenses and compliance with value limits

In the course of the increasing digitalisation of administrative processes and the introduction of SAP at the HU, invoice receipt processing was changed from manual paper disbursement orders to electronic approval processes in September 2021. A new service instruction regulates the reimbursement of cash expenses as well as the adherence to value limits that individual employees must observe when paying invoices. For example, there is no longer a right to reimbursement of privately spent money. All reimbursements must be clarified in advance with the responsible department head.

[Read article on the intranet](#)

PRstudB: Currently no participation in new hires

The Staff Council of Student Employees (PRstudB) resigned from office on September 13. New elections are expected to take place at the end of October. There is currently no need for Staff Council involvement for postings and applications of any kind until new elections are held. Solicitations may be posted/published directly. The Personnel and Budget Department will process requests according to their appropriate priority. They will be processed as quickly as possible.

Apply now: Grants from the Family Fund

Until 17 October, the Family-Friendly University Commission is inviting applications for funding from the HU Family Fund for four possible uses, such as grants for childcare and graduation scholarships. The aim of the funding is to overcome structural obstacles to reconciling family life with studies, work and an academic career at Humboldt-Universität zu Berlin.

[Find the call for applications and the programme lines in detail](#)

Pandemic management: the updated hygiene plan is available

Although there are no longer any requirements or restrictions with regard to infection protection from the Corona virus for the higher education sector, it is still advisable to observe some general hygiene rules for occupational health and safety - especially to continue to protect vulnerable groups. The compilation can be found in the updated hygiene plan (formerly framework hygiene plan), which was co-determined by the General Staff Council after adaptation discussions.

[Read hygiene plan](#)

Without registration: University sports taster week until 25 September

The university sports taster week offers anyone interested the opportunity to try out a wide range of sports free of charge and without registering. Today, specials will take place on the North Campus from 3 pm. The programme includes yoga and tarantella. In a running and walking group from 5:30 to 6:30 p.m., the aim is to cover as many kilometres as possible on foot for the adu university run - both for oneself and for one's university. There are prizes for those who cover the greatest distance in the 60 minutes, as well as for the best universities.

[Find information on taster week and the university run](#)

Make a note: Winter semester sports programme online from 26 September

"So that no one has to freeze - we'll keep you moving through the winter semester" is the current motto of the University Sports Department. Bookings for the winter semester's sports courses start at 9 a.m. on 29 September. Three days before, on 26 September from 10 a.m., everyone can pick out their favourite courses from the A-Z course list and use them to plan their sporty autumn and winter.

[Go to the sports programme](#)

Research & Teaching

ProFiL Programme: Kick-off with discussion on 29 September

"Does the amendment to the Berlin Higher Education Act create viable career prospects for postdocs in science?" This is the topic of the kick-off event of the 16th ProFiL round on 29 September from 5 pm at the Technische Universität. ProFiL stands for Professionalisation of Women in Research and Teaching: Mentoring - Training - Networking. The programme is supported by the three major Berlin universities and the Charité - Universitätsmedizin Berlin.

[Learn more about the ProFiL programme and event](#)

"Can Science Crisis? Discussion event on 6 October

For many researchers, basic research is at the centre of their work and not the development of ready-to-use solutions to problems or the economic and social utilisation of results. Many citizens, on the other hand, expect very concrete and quick solutions from research, as well as instructions for action for challenges such as the energy transition, climate protection and digitalisation. This contradiction will be the topic of the discussion event "Can Science Crisis?" on 6 October at Forum Adlershof, "Hans Grade Hall" (Rudower Chaussee 24, 12489 Berlin).

[Registration and further information](#)

Apply: Hector (RCD) Award open for applications

With the Hector Research Career Development (RCD) Award, the Hector Fellow Academy supports the research careers of promising W1 professors (with or without tenure track) and junior research group leaders in comparable positions in the natural or engineering sciences, medicine or psychology. The award, which is given to three researchers, is endowed with 25,000 euros and includes additional funding for a doctoral position. The application deadline is 30 October.

[Learn more about the Hector RCD Award](#)

Doing a PhD: PhD at the Berlin Mathematical School

The Berlin Mathematical School (BMS) is the graduate school of the Cluster of Excellence MATH+ and a joint institution of the mathematics institutes of the three major Berlin universities: Freie Universität, Humboldt-Universität and Technische Universität. It offers talented students an outstanding and research-oriented doctoral programme in English. A mentoring programme, supportive language and summer school courses are part of it, as well as soft skills seminars and parental support for students with children. The application deadline for the first round is 1 December.

[Apply online for the Academic Year 2023/24](#)

Guest Lecture: Steven Chu speaks on climate change on 21 September

Steven Chu, Nobel Laureate in Physics, Stanford Professor and Secretary of Energy under Barack Obama, will visit HU and speak on "The Climate Change Challenge and Innovative Approaches - From Batteries to Agriculture - Towards a More Sustainable Future". Chu's research includes methods for hydrogen production and the further development of batteries. The lecture will take place on 21 September from 10 a.m. to 12 p.m. in the Senate Hall of the Main Building.

[Register for the lecture](#)

[Find more events on the HU homepage](#)

Artistic: Exhibition on Lea Grundig in the Main Building

Lea Grundig was one of the most famous artists of the GDR. Her works denounced the Nazi regime at the early stage and dealt critically with social issues. Until 28 October, an exhibition in the East Atrium and the Court of Honour of the Main Building will focus on the early work of the Dresden-born artist. For the exhibition, students from the Institute of European Ethnology studied the life and work of Lea Grundig in the summer semester of 2022. The research included a ten-day search in Israel to find the places where the artist lived and worked from 1940 to 1948.

[Read about the exhibition on the HU homepage](#)

humboldt gemeinsam

To download: Training materials for accounting

Staff members can find and download various training materials for SAP applications on the intranet. A new addition is the training document for the accounting department (REW) entitled "Preliminary Entry in Accounts Receivable GUI". The training documents entitled "Approval of Third-Party Funding Project" and "Central Electronic Invoice Receipt - End User Training" have been revised.

[View training documents on "preliminary entry in accounts receivable" and "third-party funding project"](#)

[View training documents on "central electronic invoice receipt - end user training"](#)

For questions: Use SAP consultation hours

Colleagues who have questions about working with SAP software can contact Sven Hellweg and Kai-Thoralf Fischer from the humboldt programme during the weekly SAP consultation hours. The two experts regularly answer questions about working with SAP. The consultation hours are open to all HU employees.

[View information in the workspace „SAP: Help and Documentation“](#)

Berlin University Alliance

Video: Friday after one... on the Next Grand Challenge

It's a completely new approach: not only researchers, but also students, young people and other interested parties are called upon to take part in the search for topics for the BUA's Next Grand Challenge and to help determine the topic. Laura Wollenweber from the Strategy Development Unit gives more detailed insights into the process in the current "Friday after one...".

[Watch the video on the intranet](#)

[Find detailed information on Next Grand Challenge](#)

Brochure: Innovative approaches in science communication

How do universities position themselves to organise and implement knowledge exchange with society institutionally? This question is explored in the brochure "Spotlights on Knowledge Exchange". The focus is on innovative approaches that go beyond public relations measures. 20 profiles of German universities were examined, including the BUA partners.

[Download brochure](#)

Personalia

Honour: Peter Hegemann receives Louisa Gross Horwitz Prize 2022

Neuroscientist Peter Hegemann, together with two colleagues, will receive the Louisa Gross Horwitz Prize 2022 from Columbia University. They are being honoured for research that laid the foundation for the field of optogenetics. Optogenetics has revolutionised the study of the nervous system and helped to understand how the brain's circuits control behaviour. It has also increased the potential for treating diseases such as epilepsy, spinal cord injuries, multiple sclerosis and Parkinson's disease.

[Read message about Hegemann on the intranet](#)

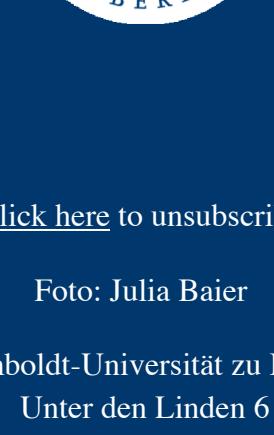
New colleague: A rabbi at the Institute for Catholic Theology

The Institute for Catholic Theology has a new academic colleague: Rabbi Daniel Fabian works at the Nikolaus Cusanus Chair for Theology of Religions. Fabian was born in Israel and grew up on the Lower Rhine. After studying biology at the HU, his Jewish-religious training followed at the Rabbinical Seminary in Berlin. Rabbi Fabian is currently doing his doctorate at the HU Faculty of Law on the topic of "Shechita (slaughtering) from a Jewish legal perspective".

[Read the article on Fabian on the HU homepage](#)

New Official Bulletins

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