UNIKLINIK KÖLN

UNIVERSITÄT ZU KÖLN

MEDIZINISCHE FAKULTÄT

POLICY ON PERMANENT POSITIONS FOR THE FACULTY OF MEDICINE OF THE UNIVERSITY OF COLOGNE AND UNIVERSITY HOSPITAL COLOGNE

for medical and non-medical academic staff at the University of Cologne

2025

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This Translation of 'DAUERSTELLENKONZEPT DER MEDIZINISCHEN FAKULTÄT DER UNIVERSITÄT ZU KÖLN UND DES UNIVERSITÄTSKLINIKUMS KÖLN für das ärztliche und nicht-ärztliche wissenschaftliche Personal der Universität zu Köln 2025' is not legally binding.

Good employment conditions are a prerequisite for attracting highly motivated staff who can contribute to excellence in teaching, research and patient care. The Faculty of Medicine (MF) at the University of Cologne (UoC) and University Hospital Cologne (UKK) consider the development and qualification of early-career researchers to be a core responsibility, alongside patient care, research and teaching. Within the financial and legal parameters, the MF and UKK are committed to creating favourable and stable employment conditions and career prospects. In accordance with the social mission of the Faculty of Medicine at the UoC and UKK, a large proportion of the academic staff are primarily involved in patient care rather than research, as part of their continuing professional development.

The Higher Education Act and the University Hospital Ordinance stipulate that the MF of the UoC must be closely linked to the UKK, especially with regard to the UoC's academic staff. For this reason, a joint policy on permanent positions is required between the MF and the UKK.

This policy is based on the agreement for good employment conditions for university staff, as well as the guidelines on permanent employment opportunities for academic and artistic staff at the University of Cologne, dated 19 May 2021 (Amtliche Mitteilungen 35/2021).

The MF's policy on permanent positions refers to civil servant positions in salary groups A13–A15 and tariff groups E13–E15 (TV-L) and Ä1–Ä3 (TV-Ä).

Under this policy, the MF and the UKK oversee hiring, promotions, and further training opportunities for mid-level academic staff. The goal is to enhance transparency surrounding the appointment and promotion of medical and non-medical academic staff to permanent roles, ensuring compliance with good employment conditions and presenting clearer career paths and training opportunities.

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PRERMISES

Status Quo

As of 31 December 2024, the MF and UKK had a total of 524.65 permanent full-time equivalents for medical and non-medical academic staff (663 medical and non-medical academic staff). This corresponds to 32% of full-time equivalents (31% medical and non-medical academic staff).

These full-time equivalents are distributed across the divisions as follows:

- Preclinical medicine: 13.50 FTE (14 academic staff)
- Clinical-theoretical medicine: 89.78 FTE (110 academic staff)
- Clinical-practical medicine: 358.93 FTE (465 academic staff)
- Dentistry: 3.57 FTE (5 academic staff)
- Other, administration: 58.87 FTE (70 academic staff) (Centre for Clinical Studies, Ethics committee, Dean's office, Administration)

1. PERMANENT EMPLOYMENT POSITIONS

MF and UKK are committed to creating more permanent employment positions with permanent funding. The MF and the UKK effort to achieve a balanced ratio of permanent to fixed-term positions for medical and non-medical academic staff at the UoC across all pay scale groups (TV-L or TV-Ä) and employment contracts (employees and civil servants) and are committed to transparent guidelines and decision-making processes for the creation of permanent positions.

Permanent positions are to be filled at a balanced ratio across the various staff groups and across areas of responsibility, institutes, and clinics of the MF and the UKK, to guarantee flexibility in research and teaching, as well as opportunities for clinical and scientific further training and qualification. The permanent positions must be allocated to long-term, essential areas of responsibility within the MF, the UKK, and the associated institutes and clinics.

Permanent positions are generally filled as part of a transparent procedure. Appropriate involvement of the responsible bodies must be ensured.

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In cases of equal suitability, performance and qualifications, temporary UoC employees are generally preferred to external applicants for permanent positions, unless a competitor has special circumstances that outweigh this. Severely disabled persons will be given preference if they are equally qualified.

The MF and the UKK are committed to diversity, a variety of perspectives, and equal opportunities.

The Dean's office of the MF and the Clinical Board of the UKK generally decide jointly on the cancellation of fixed-term academic employment contracts. The MF and the UKK adhere to the following binding criteria:

In accordance with Section 44 subsection 4 of the Higher Education Act, permanent employment of medical and non-medical academic staff requires, in principle, a university degree and aptitude for academic work, demonstrated by a doctorate or, in exceptional cases, an equivalent academic achievement.

In addition, at least one of the following criteria must be met:

- continuous research
- continuous and/or above-average participation in teaching
- special expertise to ensure patient care

Regarding the source of funding, the policy proposals for the MF primarily relate to positions financed by state funds. Additionally, the UKK finances permanent positions in patient care.

A key to determine the number of permanent positions in the various teaching and research areas is to be developed within the MF and the UKK. This should be based on teaching loads, departmental staff sizes, the number of medical and non-medical academic staff, and other parameters to be identified if necessary.

2. FURTHER TRAINING

Permanent medical and non-medical academic staff should be given the opportunity to undertake further training as part of their specialized activities.

This can take place through cooperation/research stays with/at other universities, through internal courses at the UoC and the UKK or courses offered externally that relate to research, teaching and patient care, or so-called soft skills programmes. The MF and the UKK support continuing education programmes in higher education didactics.

The respective supervisors are encouraged to discuss the work situation and further training options in consultation with the permanent employees at regular intervals (employee meetings) and, if necessary, to initiate changes/improvement measures after consultation.

3. PROMOTIONS/SALARY UPGRADES

Civil servant promotions are carried out in an open procedure, with appropriate MF involvement, and follow the Rectorate's Guidelines for the evaluation of technical and administrative staff.

Salary upgrades in the TV-L area are based on assigned tasks and corresponding job descriptions.

Upgrades in relation to TV-Ä are based on the collective bargaining agreement system.

Participation of the committees is guaranteed.

4. FIXED-TERM EMPLOYMENT POSITIONS

Fixed-term employment positions are awarded to academic and artistic staff (both medical and non-medical) in accordance with the University of Cologne's guidelines on permanent employment opportunities for academic and artistic staff, dated 19 May 2021 (Amtliche Mitteilungen 35/2021).

If a position is filled for a fixed term in projects financed by third-party funds or as part of other fixed-term measures (special funds, e.g. QVM, ZSL), the employment contracts should generally correspond to the approved or full duration of the measure.

In cases of primarily employment in patient care, positions may have a fixed term as part of further training to become a specialist or to acquire additional qualifications. Where possible, the time limit should be based on the further training periods to be completed.

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Positions can be filled for a fixed term if there is a substantive reason, e.g. to cover sickness, pregnancy or parental leave. In this context, the provisions of Section 14 subsection 1 of the Part-Time and Fixed-Term Employment Act (TzBfG) must be taken into account. Under Section 14(2) of the TzBfG, a fixed-term contract without a specific reason is only permissible under specific conditions. Furthermore, the regulations in Article 9 of the Agreement for good employment conditions for university staff in NRW apply.

AREAS

1. TEACHING

The study programmes of the Faculty of Medicine (Human Medicine, Dentistry, Neurosciences, Nursing sciences, Midwifery Science) comprise a teaching load of approx. 2,500 teaching units per week. The aim is to ensure that the total teaching load can be covered by academic stuff with permanent contracts.

The MF and the UKK effort to employ mainly medical and non-medical academic staff with teaching duties on a permanent basis. This is intended to ensure the continuity of teaching content and examinations as well as to facilitate curriculum planning and the possibility of continuous participation of teaching staff in academic self-administration.

When viewed in a differentiated manner, the institutions in the following fields

- Preclinical medicine
- Clinical-theoretical medicine
- Clinical-practical medicine
- Dentistry

are each considered as a bundle. The figures for the capacity-relevant areas (preclinical medicine and dentistry) may differ. Furthermore, priority should be given to filling the teaching coordinator positions in the respective clinics/institutes with permanent staff.

In addition, clinics/institutes must ensure that the person responsible for authorizing further training (if the head of the clinic or institute

does not hold this authority themselves) is provided with a permanent post.

Central administrative bodies (Dean's office) must be adequately staffed with permanent posts.

2. RESEARCH AND MANAGEMENT OF SCIENCE

Medical and non-medical academic staff in the field of research or management of science who are mainly entrusted with permanent tasks and whose employment does not primarily serve their own scientific qualification should generally be employed on a permanent basis. In particular, this also includes employees in the central areas (e.g. Dean's office, Central Core Facilities (CCF), Clinical Trails Centre Cologne).

In order to ensure the scientific development of the MF's core facilities (research infrastructure), these institutions are supported by professorships. To ensure staff continuity, a permanent position is to be created in each core facility of the MF from the funds available there. Some core facilities are operated jointly with the Faculty of Mathematics and Natural Sciences (MNF) or the CECAD Cluster of Excellence. Coordination is organized with the partners involved when filling permanent positions. The MF currently has the following core facilities:

- Animal Facilities (partly with CECAD)
- Central Core Facilities, CCF – technology platforms (e.g. EPIC, FACS, Neuro-MRI, Central Scientific Workshop)
- Biobank
- Bioinformatics (together with CECAD/MNS)
- Clinical Trails Centre Cologne
- Experimental medicine
- Lipidomics (CECAD)
- Microscopic imaging (CECAD)
- Proteomics (CECAD)
- MedizinFotoKöln

3. HEALTHCARE

The UKK works closely with the Department of Medicine to fulfil its tasks in research and teaching. In addition, it performs extensive tasks in patient care, including science-based high-performance medicine and in the public healthcare system.

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In order to fulfil its patient care tasks in the long term, the UKK has a long-term interest in retaining well-trained service providers at the hospital. For this reason, senior physicians and particularly qualified specialists can generally be employed at the UoC on a permanent basis.

4. EQUAL OPPORTUNITIES

The Faculty of Medicine and University Hospital Cologne are committed to actively promoting equal opportunities as part of their policy on permanent positions. The aim is to effectively counteract structural inequalities in academic careers and create an inclusive working environment. Particular attention is paid to gender equality, better representation of people from migrant backgrounds, people with disabilities and other under-represented groups. Appointment procedures for permanent positions are based on transparent, fair and diversity-sensitive criteria. Targeted measures – such as mentoring programmes, family-friendly structures and the continuous review of selection processes – ensure that all applicants have equal opportunities for an academic career, regardless of their social or cultural background.

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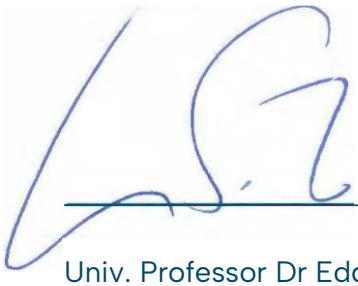
CONCLUDING REMARKS

With this concept, the MF and UKK are presenting a planning basis for the establishment of structures in the area of support for medical and non-medical academic staff as a first step. The necessary detailed development and implementation of this concept will be further coordinated and established within the MF and UKK committees. Furthermore, this policy is not a static, permanently fixed procedure, but is intended to be reviewed at regular intervals and, where necessary, adapted to developments in the labour market, healthcare and higher education.

The implementation of the policy is subject to the financial situation of MF and UKK allowing for the measures to be carried out.

Univ. Professor Dr Gereon R. Fink
Dean



Univ. Professor Dr Edgar Schömig
Chairman of the Board and Medical Director

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