Lecturers

Lecturers receive a contract from the HR department or the dean's office for the respective semester for which the teaching assignment is issued. The data of the lecturer and the associated contract are automatically transferred to Identity Management via the SAP interface as soon as the HR department has entered the personnel case in SAP.

If a user account already exists for the lecturer, the contract is linked to this user account. If there is no user account yet (e.g. for the first teaching assignment), the system will create one automatically. **A separate application for the user account via the account application portal is therefore no longer necessary.**

As soon as the contract has expired, the user account is automatically deactivated after the blocking period and finally removed from the Jade University's systems after the deletion period.

By default (!), user accounts are deactivated 14 days after the contract expires and deleted 74 days after the contract expires. However, the life cycle for user accounts for lecturers is subject to special conditions. For example, there are lecturers who only teach every two semesters, e.g. only in the winter semester or only in the summer semester.

For this reason, there is an extended life cycle for lecturers:

- **Deactivation of the user account:**
  292 days after the end of the contract

- **Deletion of the user account:**
  396 days after the end of the contract

With this regulation, user accounts of lecturers who have not received a teaching assignment for three semesters will be deleted!

The regulation comes into force at the beginning of the winter semester 2024/25, so all user accounts that last had a teaching assignment in the summer semester 2023 or earlier (contract end ⇐ 31.08.2023) will be deleted.

Example:

- An external lecturer has been given a teaching assignment for the summer semester 2023 (01.03.2023 - 31.08.2023).
- This external lecturer has not been given a teaching assignment for the winter semester 2023/24 and the summer semester 2024.
- Due to the extended life cycle, the user account will be deactivated on 18.06.2024 and deleted on 30.09.2024.
- However, if a new teaching assignment for the winter semester 2024/25 is issued via the HR department by 30.09.2024 at the latest, the above-mentioned deadlines will start again.

This measure is necessary because we are committed to data economy and each user account incurs license costs.

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