

Data Protection Information – Information on the Processing of Personal Data within the Framework of the Research Information System (Forschungsinformationssystem, FIS) at HSBI

(Version 01, dated 15/10/2024, of this data protection information in relation to the above-mentioned processing.)

With this data protection information, Hochschule Bielefeld – University of Applied Sciences and Arts (hereinafter “HSBI”) meets the duty to supply information in accordance with Articles 13, 14 of the EU General Data Protection Regulation (EU GDPR) for the aforementioned processing of personal data.

With regard to the terms used below, “personal data,” “processing,” “controller,” “third party” etc., we refer to the definitions in Article 4 of the EU GDPR.

Purpose of the processing

HSBI uses the cloud-based system “HISinOne-RES” by HIS eG to collect and administer HSBI’s research information data. Research information data are data on researchers and research activities (project meta data, publications, patents, spin-off companies, awards and prizes, doctorates). The data are aligned with the data set “Kerndatensatz Forschung” (core research data set). They are used for internal and external HSBI reporting purposes and for PR purposes.

Contact information

The data controller responsible for the processing is HSBI, a legal entity under public law financed by the German federal state of North Rhine-Westphalia (NRW). It is represented by its president, Prof. Dr. Ingeborg Schramm-Wölk.

Contact information of the controller

Hochschule Bielefeld –
University of Applied Sciences and Arts
Die Präsidentin
Interaktion 1
33619 Bielefeld
Germany
Telephone: +49.521.106-7701
Web: www.hsbi.de

Contact person

Name: Prof. Dr. Karin Ilg
E-mail: karin.ilg@hsbi.de
Tel: +49.521.106-3382
Web: www.hsbi.de

Contact details of the data protection official

The data protection official can be contacted through the controller's postal address or as follows:

E-Mail: datenschutzbeauftragte@hsbi.de
Tel: +49.521.106-7743
Web: www.hsbi.de/datenschutzbeauftragte

Type and scope of processed personal data

In HSBI's research information system, the following personal data are collected and processed for the specified purposes:

- Personal master data of the academic staff
 - Last name
 - First name
 - Academic degree and title
 - Organisational affiliation
 - Gender
 - Date of birth
 - Nationality
 - E-mail address
 - Status group
- Personal master data of non-academic staff who have administration tasks in HISinOne-RES:
 - Last name
 - First name
 - Organisational affiliation
 - Status group
- Personal master data of former HSBI members
 - Last name
 - First name
 - Organisational affiliation
 - Gender

- Access and log data
 - User credentials
 - Account status
 - Account validity
 - Function
 - Affiliated organisational unit
 - Visibility level
 - Validity of function
 - Role
 - Validity of role

Legal bases

The legal basis for the operation and processing of data in a research information system is the Higher Education Act of North Rhine-Westphalia Section 8 sentence 3 and the "FIS-Rechtsverordnung" ordinance on research information systems of 19 August 2020.

Data transfer

Recipient / Transfer of data

Personal data that are processed within the research information system are in principle not transferred to third parties if they are not intended for transfer. In individual cases, data may also be legally transmitted to third parties, for example, to law enforcement authorities for the investigation of criminal offences within the framework of the Code of Criminal Procedure (StPO).

Other recipients

HSBI's research information system is operated at the University of Münster with no data being processed to other recipients.

Data processing outside the European Union

As part of the processing of personal data in HISinOne-RES no data are transmitted to third countries, i.e. outside the European Union or the European Economic Area (EEA).

Processing period / Erasure of data

In principle, your personal data, which are collected as part of the research information system's operation, are erased when they are no longer needed for the purpose for which they were collected. System access is erased as soon as you leave the university.

Your rights as data subject

As data subject, you can assert your rights granted by the EU GDPR at any time:

- The right to obtain information from the contact person named under 2.1 as to whether or not personal data of yours are being processed, and if so, which personal data are being processed (Art. 15 EU GDPR),
- The right to request rectification or completion of the data that concern you (Art. 16 EU GDPR),
- The right to erasure of data that concern you in accordance with Art. 17 EU GDPR,
- The right to obtain restriction of processing data in accordance with Art. 18 EU GDPR,
- The right to withdraw the consent you have given at any time (from the moment of withdrawal onwards). The lawfulness of the processing taking place from consent until withdrawal shall not be affected by this (Art. 7(3) EU GDPR),
- The right to object to future processing of data that concern you in accordance with Art. 21 EU GDPR.

Beyond the aforementioned rights, you have the right to lodge a complaint with the data protection supervisory authority (Art. 77 EU GDPR), e.g. with the authority relevant to the university:

Landesbeauftragte für Datenschutz und
Informationsfreiheit Nordrhein-Westfalen
Kavalleriestraße 2-4

40213 Düsseldorf
Germany

Telephone: +49 211 38424-0
E-mail: poststelle@ldi.nrw.de

Validity of this data protection information

We reserve the right to make amendments to this data protection information in order to update it in accordance with amendments made to relevant laws or regulations, or in order to better respond to your needs. This data protection information is valid in the version last published by HSBI.