DATE AND TIME: February 28, 2014; 1 p.m.
ROOM: KN:G-205
ATTENDEES: MEMBERS OF THE CIIRC ASSEMBLY:
Z. Hanzalek (ZH), V. Hlavac (VH), V. Kucera (VK)
M. Sebek (MS) from 13:10
Valasek (MV) from 14:45

EXCUSED ABSENCE:
-

GUESTS:
T. Pajdla, O. Velek (OV)
V. Marik (VM) from 15:00,

CHAIRED BY: Z. Hanzalek
RECORDING SECRETARY: O. Velek

Minutes of the Meeting of CIIRC Assembly No. 11

MEETING AGENDA:

<table>
<thead>
<tr>
<th>Description</th>
<th>Responsible</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Possible changes to the meeting agenda</td>
<td>Hanzalek</td>
<td>approve</td>
</tr>
<tr>
<td>2 Minutes of the previous meeting</td>
<td>Velek</td>
<td>approve</td>
</tr>
<tr>
<td>3 CIIRC Science Council Rules of Procedure</td>
<td>Kucera</td>
<td>info</td>
</tr>
<tr>
<td>4 Career Rules of CIIRC - English version</td>
<td>Pajdla</td>
<td>approve</td>
</tr>
<tr>
<td>5 Attestation Procedure - English version</td>
<td>Pajdla</td>
<td>approve</td>
</tr>
<tr>
<td>6 Attestation committee - form, progress</td>
<td>Kucera</td>
<td>info</td>
</tr>
<tr>
<td>7 Forms for Staff-Selection-Procedure</td>
<td>Velek</td>
<td>info</td>
</tr>
<tr>
<td>8 Contract among faculties and institutes</td>
<td>Marik</td>
<td>info</td>
</tr>
</tbody>
</table>
9 Progress on the CIIRC VaVPI project Marik info
10 Competence map Velek approve
11 Plan of the future assembly activities Hanzalek brainstorming
12 Miscellaneous all
13 Next meeting Hanzalek

1. POSSIBLE CHANGES TO THE MEETING AGENDA

2. MINUTES OF THE PREVIOUS MEETING

The members of the CIIRC Assembly approved the MoM of CIIRC Assembly No. 10. (3 of 3)

3. CIIRC SCIENCE COUNCIL RULES OF PROCEDURE

Nothing new, AS-CTU will discuss during March’s meeting

4. CIIRC – ČIIRK ABBREVIATION

CIIRC will be used, confirmed by AS-CTU

5. CAREER RULES OF CIIRC – ENGLISH VERSION

TP has brought English version translated by Libor Spacek. TP asked Assembly members for opinion about terminology. Some English terms were decided, like Predoc, Postdoc, etc, other terms were not fixed yet, like recommended term “personalities” in Articles 3. TP will edit text based on these recommendations and send it VK. VK will check unfixed terms once more on suggest alternatives or confirm existing terminology.

6. ATTESTATION PROCEDURE – ENGLISH VERSION

Translation was stopped until terminology of Career Rules is fixed so that the same terms are used.

7. ATTESTATION COMMITTEE – the first meeting

Info from VK: Attestation committee had the first meeting February 26, 2014, three members VK, TP, MŠ plus visitor VM. VK was elected as the first Chair. VK asked VM for administrative support, it
will provided by temporary by OV. AK decided that the first members of academic staff to be attested are: CIIRC Assembly members, members of AC and CIIIRC director. TP introduced the draft of the form needed for attestation. OV will prepare existing form for new CIIRC employees to reduce redundant information. Now form is in MS Word, in future using PDF will be discussed.

10. Competence map

The first draft of competence map was introduced by OV, mainly made from CIIRC Statute, the format was accepted by Assembly members. OV will give the official number to this document and publish it on GoogleDoc. Also information from other CIIRC directives will be added. The document will be used for optimizing processes of CIIRC bodies.

13. NEXT MEETING

The next CIIRC Assembly meetings will take place on March 21, 2014, 1 p.m. (KN:G-205).

APPENDIX A: RESERVED CONCEPTS

APPENDIX B: HISTORY OF THE DOCUMENT
2014-03-05 O. Velek, CIIRC Assembly Minutes No. 11, first draft
2014-03-21 O. Velek, Approved

TASKS:

<table>
<thead>
<tr>
<th>NAME</th>
<th>ACTION</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>TP</td>
<td>TP will send the actual English version of the Career Rules of CIIRC to VK and other Assembly members.</td>
<td>During weekend</td>
</tr>
<tr>
<td>VK</td>
<td>VK will do the final check of terminology used in the Career Rules of CIIRC</td>
<td>March 21</td>
</tr>
<tr>
<td>OV</td>
<td>OV will work on competence map and collect an example of forms fulfilled by the CIIRC new employees.</td>
<td>March 21</td>
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