



## MINUTES OF CIIRC ASSEMBLY MEETING NO. 18

**MEETING NO.:** 18

**DATE AND TIME:** October 03, 2014;  
1.30 - 4:00 p.m.

**ROOM:** KN:G-102(A)

<b>ATTENDEES:</b>	<b>MEMBERS OF THE CIIRC ASSEMBLY:</b> Z. Hanzalek (ZH) V. Hlavac (VH) V. Kucera (VK) M. Sebek (MS) M. Valasek (MV)  <b>GUESTS:</b> V. Marik (VM) O. Velek (OV) J. Seguin (JS)
<b>CHAired BY:</b>	Z. Hanzalek
<b>RECORDED BY:</b>	J. Seguin

### **PROGRAM OF THE MEETING:**

	<b>Description</b>	<b>Responsible</b>	<b>Action</b>
1	Possible changes to the meeting agenda	Kucera	approve
2	Minutes of the previous meeting and task review	Velek	approve
3	Voting for the Chairman of the CIIRC Assembly	Velek	approve
4	Internal budget and financial strategy	Velek Hanzalek	discussion
5	Progress on the CIIRC VaVpl project	Marik	info
6	Contract among faculties and institutes	Marik	discussion
7	Information about the progress of attestations	Kucera	info
8	CIIRC Science Council Rules of Procedure	Kucera	info
9	Miscellaneous	all	
10	Next meeting	Hanzalek	

#### **1. POSSIBLE CHANGES TO THE MEETING AGENDA**

The agenda was unanimously approved.



## **2. MINUTES OF THE PREVIOUS MEETING AND TASK REVIEW**

The MoM of CIIRC Assembly No. 17 were unanimously approved.

## **3. VOTING FOR THE CHAIRMAN OF THE CIIRC ASSEMBLY**

The CIIRC Assembly unanimously approved the rules for the election of the Chairman of the CIIRC Assembly and the Board of the CIIRC Assembly.

The CIIRC Assembly selected the voting committee: O. Velek (the head of the voting committee), V. Kucera and J. Seguin.

The members of the CIIRC Assembly nominated ZH to become the Chairman of the CIIRC Assembly.

The members of the CIIRC Assembly nominated V. Hlavac and M. Sebek to become the members of the Board of the CIIRC Assembly.

Z. Hanzalek, V. Hlavac and M. Sebek agreed with their nomination and waived their right to give a speech or ask any questions.

The CIIRC treasurer distributed the ballot papers.

The members of the CIIRC Assembly took a secret ballot.

J. Seguin collected the envelopes with the ballot papers.

The voting committee opened the envelopes and counted the number of votes.

The treasurer announced the result.

The members of the CIIRC Assembly elected Z. Hanzalek the Chairman of the CIIRC Assembly (4 votes in favor; 1 abstained from voting).

The members of the CIIRC Assembly elected V. Hlavac and M. Sebek the members of the Board of the CIIRC Assembly (5 in favor).

The members of the CIIRC Assembly have a right to file a complaint within three days.

## **4. INTERNAL BUDGET AND FINANCIAL STRATEGY**

The internal budget will be simple, not detailed.

Two types of teams of scientists will start joining CIIRC:

I. teams from the CTU with a project → CIIRC will support them financially at the beginning; the teams will pay overheads.

II. teams from outside the CTU with a project → CIIRC will support them financially at the beginning; the teams will pay overheads.

CIIRC is not able to support the whole team. The teams have to be perspective.

VM will provide balance of the accounts at the end of the year.

ZH proposed to start “lending” individual CIIRC employees within different teams for a limited period of time (e.g. for the project purposes).

Financial strategy: ZH and OV will prepare a structure of the document and MS, TP and VH will complete it. TP is in charge of the working group.

## **5. PROGRESS ON THE CIIRC VAVPI PROJECT**

VH received a letter of appointment to become the CIIRC deputy director. VH will represent CIIRC at a meeting of CTU directors on Tuesday, October 7.

(VM) The building permission came into force.



The Office for the Protection of Competition withdrew the action preventing CIIRC from signing the contract with Hochtief.

CIIRC submitted a hard copy of the contract with the Ministry of Education.

The government approved to provide 400 million to the CTU (CIIRC) in 2015; the costs incurred in 2014 will be covered from the reserve of the Ministry of Education; the costs incurred in 2016 are a part of the long-run budget plan.

The contract between the CTU and the supplier (Hochtief) will be signed by the end of October 2014.

The building site will be handed over subsequently.

The construction of the CIIRC building will be ready by November 2015.

The project will follow the VaVpl rules to be able to receive the refund from the EU (OP VVW or OP VaVpl), if possible.

The total cost of the CIIRC project is 1.346 million CZK including the devices.

The rector will decide how to use the 2/13 of the CIIRC building.

VM will call an information meeting with all program and group leaders by the end of October.

The rector will provide office space for CIIRC (building G is of the highest interest).

## **6. CONTRACT AMONG FACULTIES AND INSTITUTES**

VM will meet the dean of the FEE on October 14 to discuss the contract between CIIRC and FEE again. If no agreement is reached, the rector will impose temporary rules of collaboration.

## **7. INFORMATION ABOUT THE PROGRESS OF ATTESTATIONS**

(VK) 8 new applications have been submitted. The next meeting of the Attestation Committee will be held on October 14.

The CIIRC Assembly has a right to grant exception regarding the decision of the Attestation Committee.

## **8. CIIRC SCIENCE COUNCIL RULES OF PROCEDURE**

## **9. MISCELLANEOUS**

9.1. (TP) CIIRC should have professional web pages and organize seminars.

9.2. The CIIRC Assembly unanimously agreed to ask the rector to appoint V. Marik a leader of the research department INTSYS. HR will prepare the letter of appointment for the rector.

## **10. NEXT MEETING**

Meeting No. 19, November 7, 1.00 p.m., KN:G-20



Task	Responsible person	Deadline	P*	F*	C*
The members of the CIIRC Assembly will propose candidates for the International Advisory Board of CIIRC.	All members of the CIIRC Assembly	June 16	P		
M. Navara and R. Sara will be asked to proofread 5 documents approved by the CIIRC Assembly. JS will prepare reserved concepts.	M. Navara, R. Sara  JS	August 8	P  F		
MV will provide names of candidates for the attestation.	MV	August 8	P		
Financial strategy: ZH and OV will prepare a structure of the document and MS, TP and VH will complete it. TP is in charge of the working group.	ZH, OV, MS, TP, VH	November 4	P		
VM will call a meeting with all program and group leaders by the end of October.	VM	October 17			
HR will prepare the letter of appointment for the rector.	Hochmeisterova	October 15	P		

P: in progress, F: finished, C: canceled