MINUTES OF CIIRC ASSEMBLY MEETING NO. 19

MEETING NO.: 19  DATE AND TIME: November 07, 2014; 1.00 p.m.  ROOM: KN:G-205

ATTENDEES:

MEMBERS OF THE CIIRC ASSEMBLY:
- Z. Hanzalek (ZH)
- V. Hlavac (VH)
- V. Kucera (VK)
- M. Sebek (MS)
- M. Valasek (MV)

GUESTS:
- V. Marik (VM)
- T. Pajdla (TP)
- O. Velek (OV)
- J. Seguin (JS)
- V. Smutny (VS)

CHAIRLED BY: Z. Hanzalek

RECORDED BY: J. Seguin

PROGRAM OF THE MEETING:

<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 and task review</td>
<td>Hanzalek</td>
<td>approve</td>
</tr>
<tr>
<td>3 Progress on the CIIRC building</td>
<td>Marik</td>
<td>info</td>
</tr>
<tr>
<td>4 Progress on the CIIRC VaVpl project</td>
<td>Marik</td>
<td>info</td>
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<tr>
<td>5 Contract among faculties and institutes</td>
<td>Marik</td>
<td>info</td>
</tr>
<tr>
<td>6 Internal budget and financial strategy</td>
<td>Velek/Hanzalek</td>
<td>info</td>
</tr>
<tr>
<td>7 Information about the progress of attestations</td>
<td>Kucera</td>
<td>info</td>
</tr>
<tr>
<td>8 CIIRC Science Council Rules of Procedure</td>
<td>Kucera</td>
<td>info</td>
</tr>
<tr>
<td>9 Miscellaneous</td>
<td>all</td>
<td>info</td>
</tr>
<tr>
<td>10 Next meeting</td>
<td>Hanzalek</td>
<td>info</td>
</tr>
</tbody>
</table>
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. 18 were unanimously approved.

3. **PROGRESS ON THE CIIRC BUILDING**  
The contract between the CTU and the supplier (Hochtief) was signed on October 15, 2014.  
The “Chinese Laboratory” was closed and sealed on November 5, 2014.  
The building site was handed over to Hochtief on November 6, 2014.  
The CIIRC buildings will be ready in 420 days.

4. **PROGRESS ON THE CIIRC VAVPI PROJECT**  
The foundation stone tapping ceremony will take place on November 24, 2014.  
The Minister of Education has not signed the contract yet.  
CIIRC is processing additional documents for the Ministry of Education.  
It is essential to start building teams.  
CIIRC has no space for the researchers – the rector offered building C at Karlovo nam. to CIIRC, which would fit about 25 researchers.  
The rector’s order regarding the distribution of responsibilities for the project execution is needed (e.g. the responsibilities of the bursar, rector, deans,...).  
The Academic Senate will discuss CIIRC on December 17, 2014.  
The rector’s office will be located at CIIRC building.  
The team leaders received new plans of the team location in the new buildings.  
CIIRC will follow VaVpi rules.  
OP VVV does not allow building new infrastructure.  
VaVpi team will meet with the program leaders regarding their plans for 2014 and 2015 and the devices.  
Some of the CIIRC researchers will be seated in Certicon in Dejvice – 550 m².  
CIIRC will sing a contract with EATON regarding a shared office.  
The members of the CIIRC Assembly will send the rector an official request to take action.

5. **CONTRACT AMONG FACULTIES AND INSTITUTES**  
Directors of the CTU institutes protested against the rector’s order regarding the cooperation among faculties and institutes.  
The following issues have to be resolved: teaching, employment sharing, overheads, RIV points.

6. **INTERNAL BUDGET AND FINANCIAL STRATEGY**  
Will be discussed at the next meeting of the CIIRC Assembly.

7. **INFORMATION ABOUT THE PROGRESS OF ATTESTATIONS**  
The meeting of the Attestation Committee took place on October 14. Six new applications have been submitted and processed.
The Attestation Committee meeting will be held twice a semester (the next one will take place in November or December 2014).

8. **CIIRC SCIENCE COUNCIL RULES OF PROCEDURE**
   (VK) The rector has not submitted the document to the Academic Senate yet.

9. **MISCELLANEOUS**
   9.1. (OV) CIIRC documents are available at the CIIRC web pages.
   9.2. Templates of filled-in attestation forms will be available at the CIIRC web pages.

10. **NEXT MEETING**
    Meeting No. 20, December 12, 1.00 p.m., KN:G-205

<table>
<thead>
<tr>
<th>Task</th>
<th>Responsible person</th>
<th>Deadline</th>
<th>P*</th>
<th>F*</th>
<th>C*</th>
</tr>
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<td>The members of the CIIRC Assembly will send the rector an official request to take action.</td>
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<td>December 12</td>
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<td>VaVpI team will meet with the program leaders regarding their plans for 2014 and 2015 and the devices.</td>
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<td>December 12</td>
<td>P</td>
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P: in progress, F: finished, C: canceled