



MINUTES OF CIIRC ASSEMBLY MEETING NO. 30

MEETING NO.: 30

DATE AND TIME: September 23, 2016; 10 a.m.

ROOM:8.39 BLOX

ATTENDEES:	MEMBERS OF THE CIIRC ASSEMBLY: Z. Hanzalek (ZH) V. Hlavac (VH) M. Sebek (MS) - excused V. Kucera (VK) M. Valasek (MV) - excused T. Pajdla (TP) J. Urban (JU) GUESTS: O. Velek (OV) T. Vyhlídal (TV) M. Navara (MN)
CHAired BY:	Z. Hanzalek
RECORDED BY:	L. Budinova

PROGRAM OF THE MEETING:

	DESCRIPTION	RESPONSIBLE	ACTION
1	Possible changes to the meeting agenda	Hanzalek	approve
2	Minutes of the previous meeting and task review	Velek	approve
3	Information about the attestation progress	Kucera	info
4	Review of CIIRC assembly members from Jan 2016	Hanzalek	info
5	Financial Strategy	Hanzalek, Velek	info
6	PhD programs and PhD skills	Navara, Marik	discussion
7	Web design	Hlavac	info
8	Miscellaneous	all	info
9	Next meeting	Hanzalek	info
10			
11			

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. 29 were unanimously approved.

3. INFORMATION ABOUT THE ATTESTATION PROGRESS

No new attestations

4. REVIEW OF CIIRC ASSEMBLY MEMBERS FROM JAN 2016

Vote by the assembly:

Membership for 2016 - exceptions unanimously approved for

Prof. Navara

Prof. Vyhlídal

5. FINANCIAL STRATEGY

Review of CIIRC Budget 2015 – excel table “ZPRÁVA CIIRC 2015” (commentary by O. Velek)

Review of CIIRC Budget 2016 – presentation “Rozpočet CIIRC 2016 (commentary by O. Velek)

CIIRC Budget 2015 and 2016 unanimously approved

Commentary of CIIRC Budget 2016 approved by the ČVUT Senate “Komentář k tabulce fondy 13_9_2016 (commentary by O. Velek)

Financial loan: 12.5mil.Kč - VH

Final yearly budget is prepared end of April, approval by the assembly in May.

The assembly showed appreciation for the Project Management Team lead by V. Dockal

Review of document “CD00015-Financial strategy CIIRC” (ZH)

Mrs. Lenka Hynková to prepare a Draft Financial strategy/budget document – to include the centres as well.

6. PhD PROGRAMS AND PhD SKILLS

MN – discussion about the quality of the PhD students

7. WEB DESIGN

New employee – Mgr. Lucie Budinová

The structure and design of the CIIRC website is in progress at the moment. More content needed.

The “CIIRC employees” pages should clearly state the attestation level of the academic staff

8. MISCELLANEOUS

NEW BUILDING: THE BUILDING HANDOVER – AGREED WITH HOCHTIEF AS THE LAST DAY IN OCTOBER

9. NEXT MEETING

15. 11. 14:00, The Blox, room 8.39