

DATE AND TIME: December 06, 2013; 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)

EXCUSED ABSENCE: Valasek (MV)

GUESTS:

V. Marik (VM), H. Krautwurmova (HK), J. Seguin (JS), O. Velek (OV)

CHAired BY: Z. Hanzalek

RECORDING SECRETARY: J. Seguin

Minutes of the Meeting of CIIRC Assembly No. 7

MEETING AGENDA:

DESCRIPTION	RESPONSIBLE	ACTION
Possible changes to the meeting agenda	Hanzalek	approve
Minutes of the previous meeting	Velek	approve
Status of the VaVpl proposal preparation	Marik	info
Evaluation of the key academic employees in VaVpl proposal	Sebek	discuss
Next meeting	Hanzalek	
Miscellaneous		

1. POSSIBLE CHANGES TO THE MEETING AGENDA

There were no changes or comments regarding the meeting agenda.

2. MINUTES OF THE PREVIOUS MEETING

The members of the CIIRC Assembly approved the MoM of CIIRC Assembly No. 6.

Vote: Approved – four in favor

3. STATUS OF THE VaVpl PROPOSAL PREPARATION

VM provided the information about the current state of the VaVpl proposal preparation process.

The CIIRC project consists of 7 programs.
Key scientists of CIIRC have provided their CVs.
The team works intensely on the feasibility study and the budget.
The budget for the devices has been reduced to CZK 120,000,000.
It is necessary to eliminate obstacles impeding smooth submission of the VaVpl proposal (including the VaVpl project of the Faculty of Electrical Engineering).
It is necessary to sign the agreement with all CTU faculties.
The zoning and planning decision is valid in law. CIIRC will apply for the building permission.
CIIRC will use the offices in building C starting January 2014.

4. EVALUATION OF THE KEY ACADEMIC EMPLOYEES FOR THE VaVpl PROPOSAL

MS and his team have finalized the evaluation of the key academic employees for the VaVpl proposal (including the H-Index).

Action: Every member of the CIIRC academic staff shall add his/her Research ID to the Web of Science for an easier search.

Deadline: January 10, 2014

5. MISCELLANEOUS

5.1. VK informed the members of the CIIRC Assembly that the approval of 2 CIIRC directives presented by the Rector to the Academic Senate has been postponed to the next meeting of the Academic Senate.

5.2. VH informed the members of the CIIRC Assembly that CIIRC would have new employees starting January 2014. VH explained possible scenarios regarding joint employment at CIIRC and the Faculty of Electrical Engineering. VH had a meeting with the Head of the Faculty of Electrical Engineering regarding this issue.

5.3. Daniel Vecerka launched the CIIRC web pages on the new CIIRC server.

Action: VH and OV will send detailed instructions to all CIIRC employees describing the new web interface to change the content on the webpages.

Deadline: January 3, 2014

6. NEXT MEETING

The 8th CIIRC Assembly meeting will take place on January 10, 2013, 1 p.m. (KN:G-205).

APPENDIX A: RESERVED CONCEPTS

APPENDIX B: HISTORY OF THE DOCUMENT

2013-12-06 J. Seguin, CIIRC Assembly Minutes No. 7, first draft

TASKS:

NAME	ACTION	DEADLINE
Every member of the CIIRC academic staff	Every member of the CIIRC academic staff shall add his/her Research ID to the Web of Science for an easier search.	January 10, 2014
VH, OV	VH and OV will send detailed instructions to all CIIRC employees describing the new web interface to change the content on the webpages.	January 3, 2014