

**DATE AND TIME:** January 10, 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),  
M. Valasek (MV)

**GUESTS:**

V. Marik (VM), T. Pajdla (TP), J. Seguin (JS), O. Stepankova (OS),  
O. Velek (OV)

**CHAired BY:** Z. Hanzalek

**RECORDING SECRETARY:** J. Seguin

## Minutes of the Meeting of CIIRC Assembly No. 8

### MEETING AGENDA:

	DESCRIPTION	RESPONSIBLE	ACTION
1	Possible changes to the meeting agenda	Hanzalek	approve
2	Minutes of the previous meeting	Velek	approve
3	CIIRC Science Council Rules of Procedure	Kucera	info
4	Career Rules of CIIRC	Kucera	info
5	Attestation Procedure	Sebek	approve
6	Status of the VaVpl proposal preparation	Marik	info
7	Contract among faculties and institutes	Valasek	info
8	Documents and related working groups	Hanzalek	revise/assign the work and set deadlines
9	Plan of the future assembly activities	Hanzalek	brainstorm and assign the work
10	Miscellaneous	all	
11	Next meeting	Hanzalek	

#### 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. 7.

### 3. CIIRC SCIENCE COUNCIL RULES OF PROCEDURE

The Academic Senate of the CTU in Prague (AS) did not approve the Rules of Procedure of the CIIRC Science Council as the option of a secret ballot was missing.

**Voted item:** VK proposed to add the following sentence to Clause No. 2: The CIIRC Science Council reaches decisions by open voting. *CIIRC Science Council may decide that a certain decision will require a secret ballot.*

**Vote:** Approved – five in favor

**Action:** OV will submit the amended document to the rector.  
VK was deputed to present the amended document to the AS.

### 4. CAREER RULES OF CIIRC

The Career Rules of CIIRC were approved by the AS in December 2013. However, one senator pointed out the ambiguity of one sentence. OV provided the following reformulation of the sentence in Czech:

original wording: Akademický pracovník CIIRC může být jmenován jednou z následujících osobností:

reformulated wording: Akademický pracovník CIIRC se může jmenováním stát jednou z následujících osobností:

The members of the CIIRC Assembly took this information into account.

### 5. ATTESTATION PROCEDURE

All comments were incorporated into the attestation procedure document.

**Action:** MS will translate the attestation procedure into Czech and English.

Once the final version of the attestation procedure is ready, VM will nominate CIIRC Attestation Committee.

### 6. STATUS OF THE VAVPI PROPOSAL PREPARATION

VM provided the information about the status of the VaVpl proposal.

The Ministry of Education, Youth and Sports (MEYS) has accepted 21 applications including the ČVUT-CIIRC project (<http://www.opvavpi.cz/cs/zadatel/hodnoceni-projektu/proces-hodnoceni-projektu/po-4-vyzva-c-3-4-podpora-infrastruktury-pro-vyuku-spojenou-s-vyzkumem/ukonceni-prijmu-projektovych-zadosti-v-ramci-vyzvy-c-3-4-podpora-infrastruktury-pro-vyuku-spojenou-s-vyzkumem.html>).

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

Prof. Marik presented a proposal of a general agreement between CIIRC (institute) and other faculties. The Faculty of Civil Engineering and Faculty of Mechanical Engineering will be the first faculties to sign the agreement.

## **8. DOCUMENTS AND RELATED WORKING GROUPS**

The members of the CIIRC Assembly checked the status of all CIIRC-related documents.

## **9. PLAN OF THE FUTURE ASSEMBLY ACTIVITIES**

VH proposed to build closer cooperation with CIIRC collaborators and supporters.

It is possible to submit applications/proposals with CTU - CIIRC as the applicant.

## **10. MISCELLANEOUS**

- I. TP will translate the Career Rules of CIIRC into English.
- II. VH informed the attendees that the IT infrastructure for CIIRC is ready and runs on the server placed at the Faculty of Mechanical Engineering. It is essential to launch CIIRC intranet. The members of the CIIRC Assembly took this information into account.
- III. ZH introduced Mr Harvey Cook – CIIRC's proofreader.
- IV. VM will communicate the issue of the employment of CIIRC academic staff with his lawyers.

## **11. NEXT MEETING**

The 9<sup>th</sup> CIIRC Assembly meeting will take place on January 24, 2014, 8.30 a.m. (KN:G-205).

**APPENDIX A: RESERVED CONCEPTS**

**APPENDIX B: HISTORY OF THE DOCUMENT**

2014-01-10 J. Seguin, CIIRC Assembly Minutes No. 8, first draft

**TASKS:**

<b>NAME</b>	<b>ACTION</b>	<b>DEADLINE</b>
OV	OV will submit the amended document to the rector.	
VK	VK was deputed to present the amended document to the AS.	
MS	MS will translate the attestation procedure into Czech and English.	January 24
TP	TP will translate the Career Rules of CIIRC.	January 17
VM	VM will communicate the issue of the employment of CIIRC academic staff with his lawyers.	