

**DATE AND TIME:** January 24, 2014; 8.30 a.m.

**ROOM:** KN:G-205

**ATTENDEES:** **MEMBERS OF THE CIIRC ASSEMBLY:**

Z. Hanzalek (ZH), V. Hlavac (VH) (delayed), V. Kucera (VK),  
M. Sebek (MS)

**EXCUSED ABSENCE:**

M. Valasek (MV)

**GUESTS:**

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

**CHAired BY:** Z. Hanzalek

**RECORDING SECRETARY:** J. Seguin

## Minutes of the Meeting of CIIRC Assembly No. 9

### 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	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	
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### 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. 8.

### 3. CIIRC SCIENCE COUNCIL RULES OF PROCEDURE

VK submitted the Rules of Procedure of the CIIRC Science Council to the rector. The rector presented the Rules of Procedure of the CIIRC Science Council to the Academic Senate of the CTU in Prague (AS). The new AS had an opening meeting, therefore the senators will decide on the Rules of Procedure at the next assembly.

### 4. CAREER RULES OF CIIRC

The Career Rules of CIIRC were approved by the AS; however the new senators are going to review them.

### 5. ATTESTATION PROCEDURE

The members of the CIIRC Assembly finalized the Czech version of the Attestation Procedure.

**Voted item:** Approve the wording of the Czech version of the Attestation Procedure.

**Vote:** Approved – four in favor

**Action:** JS will proofread the Czech version of the Attestation Procedure.

The CIIRC director proposed three candidates for the CIIRC Attestation Committee. The members of the CIIRC Assembly had no objections regarding the candidates. It is necessary to nominate the Acting Treasurer for the Attestation Committee.

## **6. STATUS OF THE VAVPI PROPOSAL**

The Ministry of Education, Youth and Sports (MEYS) sent 28 points to be clarified in the CIIRC proposal. The rector signed the reworked proposal and the new version was submitted to the Ministry. The MEYS declared that the CIIRC proposal was of the highest quality.

At the moment, it is necessary to focus on the tender procedure.

By the end of 2015, CIIRC plans to have 80 employees.

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

The Faculty of Civil Engineering and Faculty of Mechanical Engineering will sign the agreement the following week and other faculties will follow.

## **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**

## **10. MISCELLANEOUS**

- I. OV presented the document sharing system on Google using the CIIRC email address in the format: CTUusername@ciirc.cvut.cz (e.g. [velekond@ciirc.cvut.cz](mailto:velekond@ciirc.cvut.cz)). The members of the CIIRC Assembly share Assembly Documents. OV informed the attendees about the CIIRC internal pages (intranet): internal.ciirc.cvut.cz.
- II. VH proposed to introduce CIIRC to people within as well as outside the CTU via the CIIRC web and relevant PR.
- III. VH informed about the foundation of the CIIRC library.

## **11. NEXT MEETING**

The 10<sup>th</sup> CIIRC Assembly meeting will take place on February 14, 2014, 13 p.m. (KN:G-205).

### **APPENDIX A: RESERVED CONCEPTS**

### **APPENDIX B: HISTORY OF THE DOCUMENT**

2014-01-24 J. Seguin, CIIRC Assembly Minutes No. 9, first draft

**TASKS:**

<b>NAME</b>	<b>ACTION</b>	<b>DEADLINE</b>
JS	JS will proofread the Czech version of the Attestation Procedure.	January 28