

**DATE AND TIME:** February 14, 2014; 1 p.m.

**ROOM:** KN:G-205

**ATTENDEES:** **MEMBERS OF THE CIIRC ASSEMBLY:**  
Z. Hanzalek (ZH), V. Hlavac (VH), V. Kucera (VK)

**EXCUSED ABSENCE:**

M. Sebek (MS), M. Valasek (MV)

**GUESTS:**

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

**CHAired BY:** Z. Hanzalek

**RECORDING SECRETARY:** J. Seguin

## Minutes of the Meeting of CIIRC Assembly No. 10

**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	CIIRC-ČIIRK abbreviation		
5	Career Rules of CIIRC – English version	Pajdla (TP)	approve
6	Attestation Procedure	Sebek	approve
7	Attestation Committee	Marik	nominate
8	Contract among faculties and institutes	Marik/Valasek	info
9	Progress of the CIIRC project	Marik	Info
10	Documents and related working groups	Hanzalek	revise/assign the work and set deadlines
11	Plan of the future assembly activities	Hanzalek	brainstorming
12	Miscellaneous	all	
13	Next meeting	Hanzalek	

The members of the CIIRC Assembly discussed how to optimize the activities of the CIIRC Assembly, the frequency of the CIIRC Assembly meetings, the competence map, and how to make the CIIRC web pages more attractive.

#### **1. POSSIBLE CHANGES TO THE MEETING AGENDA**

The members of the CIIRC Assembly accepted VH's proposal to add a point to the meeting agenda regarding the CIIRC-ČIIRK abbreviation.

#### **2. MINUTES OF THE PREVIOUS MEETING**

The members of the CIIRC Assembly approved the MoM of CIIRC Assembly No. 9.

#### **3. CIIRC SCIENCE COUNCIL RULES OF PROCEDURE**

#### **4. CIIRC – ČIIRK ABBREVIATION**

The members of the CIIRC Assembly prefer to use the English abbreviation only (CIIRC).

VH prepared a list of points summarizing why it is important to use only the English abbreviation. These points will be the basis for the argumentation.

#### **5. CAREER RULES OF CIIRC – ENGLISH VERSION**

VK informed the members of the CIIRC Assembly that the chair of the AS requested a change in the header of the Career Rules of CIIRC. The CIIRC director presented the amended document to the new rector.

TP was working abroad at the time of the meeting of the CIIRC Assembly thus he will present the English version of the Career Rules of CIIRC at the next CIIRC Assembly.

#### **6. ATTESTATION PROCEDURE**

The members of the CIIRC Assembly amended the Attestation Procedure document on spot.

**Voted item:** Approve the amended version of the Attestation Procedure.

**Vote:** Approved – three in favor

## 7. ATTESTATION COMMITTEE

The CIIRC director nominated VK, MS and TP to become members of the CIIRC Attestation Committee.

## 8. CONTRACT AMONG FACULTIES AND INSTITUTES

The contract between the Faculty of Civil Engineering and Faculty of Mechanical Engineering has been signed.

ZH proposed to start cooperation with other faculties (namely the Department of Mathematics of the Faculty of Civil Engineering) based on common topics and themes.

## 9. PROGRESS OF THE CIIRC PROJECT

VM informed the members of the CIIRC Assembly that the Ministry of Education, Youth and Sports (MEYS) has accepted the CIIRC project from the formal point of view.

## 10. DOCUMENTS AND RELATED WORKING GROUPS

The members of the CIIRC Assembly checked the status of all CIIRC-related documents (1 document is new but without legal force).

## 11. PLAN OF THE FUTURE ASSEMBLY ACTIVITIES

The CIIRC webpage should emphasize strengths of the CIIRC.

**Action:** VH and ZH will summarize the strong points that make working for CIIRC attractive.

## 12. MISCELLANEOUS

The CIIRC director asked VK to summon the first meeting of the Attestation Committee asap. The Attestation Committee will prepare all necessary forms and procedures.

**Voted item:** VK will summon the first meeting of the Attestation Committee.

**Vote:** Approved – three in favor

### 13. NEXT MEETING

The next CIIRC Assembly meetings will take place on **February 28, 2014, 1 p.m.** (KN:G-205) and **March 21, 2014, 1 p.m.** (KN:G-205).

#### APPENDIX A: RESERVED CONCEPTS

#### APPENDIX B: HISTORY OF THE DOCUMENT

2014-02-14 J. Seguin, CIIRC Assembly Minutes No. 10, first draft

2014-02-21 J. Seguin, CIIRC Assembly Minutes No. 10, second draft

#### TASKS:

NAME	ACTION	DEADLINE
TP	TP will present the English version of the Career Rules of CIIRC at the next CIIRC Assembly.	February 28
VH and ZH	VH and ZH will summarize the strong points that make working for CIIRC attractive.	February 24
VK	VK will summon the first meeting of the Attestation Committee.	asap