

DATE AND TIME: May 13, 2014; 2.30 p.m.

ROOM: KN:G-102

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

EXCUSED ABSENCE:
M. Valasek (MV)

GUESTS:
V. Marik (VM) – on the phone
J. Seguin (JS)

CHAired BY: Z. Hanzalek

RECORDING SECRETARY: J. Seguin

Minutes of the Meeting of CIIRC Assembly No. 14

| 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 - English version | Pajdla | approve |
| 5. Attestation Procedure - English version | Pajdla, Spacek, Hanzalek | approve |
| 6. Contract among faculties and institutes | Marik | info |
| 7. Progress on the CIIRC VaVpl project | Marik | info |
| 8. Miscellaneous | all | |
| 9. 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

Four members of the CIIRC Assembly approved the MoM of CIIRC Assembly No. 13.

3. CIIRC SCIENCE COUNCIL RULES OF PROCEDURE

This point has not been included in the agenda of the AS yet – the earliest possible date is May 28.

4. CAREER RULES OF CIIRC - ENGLISH VERSION

Mr. Spacek is working on the translation of the Career Rules of CIIRC.

5. ATTESTATION PROCEDURE - ENGLISH VERSION

Mr. Spacek is working on the translation of the Attestation Procedure.

6. CONTRACT AMONG FACULTIES AND INSTITUTES

The contract between CIIRC and the Faculty of Electrical Engineering has not been negotiated yet.

7. PROGRESS ON THE CIIRC VAVPI PROJECT

The Ministry of Education will provide the full amount necessary for financing the CIIRC project. By the end of June, the Ministry of Education will sign the second annex with CTU regarding the CIIRC project.

8. MISCELLANEOUS

8.1.

The members of the CIIRC Assembly prepared an invitation letter for the rector to join the next meeting of the CIIRC Assembly to discuss topics such as joined work load, CIIRC work spaces and laboratories and the contract between CIIRC and the Faculty of Electrical Engineering.

8.2.

VH will send the rector a list of CTU employees who are interested to share their work load at CIIRC.

8.3.

CIIRC web pages: the members of the CIIRC Assembly agreed to hire a professional firm to create CIIRC web pages (web pages to get inspired: IST Austria: ist.ac.at, Caltech: caltech.edu, Massachusetts Institute of Technology: mit.edu).

VH will be responsible for the web concept.

OV will be responsible for the web content.

CIIRC will cooperate with a professional editor.

8.4.

CIIRC signed the Memorandum of Understanding with Hewlett-Packard regarding the intent to create an education and research center of HP technology at CIIRC.

8.5.

CIIRC intends to collaborate with Eaton.

8.6.

The Attestation Committee is ready for early attestation (at the end of May and June).

9. NEXT MEETING

The rector will propose the date for the next CIIRC Assembly meeting.

APPENDIX A: RESERVED CONCEPTS

APPENDIX B: HISTORY OF THE DOCUMENT

2014-05-13 J. Seguin, CIIRC Assembly Minutes No. 14, first draft

TASKS:

| NAME | ACTION | DEADLINE |
|-------------|---|----------------------------|
| Spacek | Mr. Spacek will translate the Career Rules of CIIRC. | by the next CIIRC Assembly |
| Spacek | Mr. Spacek will translate the Attestation Procedure. | by the next CIIRC Assembly |
| Hlavac | VH will send the rector a list of CTU employees who are interested to share their work load at CIIRC. | by the next CIIRC Assembly |