



MINUTES OF CIIRC ASSEMBLY MEETING NO. 19

MEETING NO.: 19

DATE AND TIME: November 07, 2014; 1.00 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) O. Velek (OV) J. Seguin (JS) V. Smutny (VS)
CHAired BY:	Z. Hanzalek
RECORDED BY:	J. Seguin

PROGRAM OF THE MEETING:

	DESCRIPTION	RESPONSIBLE	ACTION
1	Possible changes to the meeting agenda	Hanzalek	approve
2	Minutes of the previous meeting and task review	Hanzalek	approve
3	Progress on the CIIRC building	Marik	info
4	Progress on the CIIRC VaVpI project	Marik	info
5	Contract among faculties and institutes	Marik	info
6	Internal budget and financial strategy	Velek/Hanzalek	info
7	Information about the progress of attestations	Kucera	info
8	CIIRC Science Council Rules of Procedure	Kucera	info
9	Miscellaneous	all	info
10	Next meeting	Hanzalek	info



1. POSSIBLE CHANGES TO THE MEETING AGENDA

The agenda was unanimously approved.

2. MINUTES OF THE PREVIOUS MEETING AND TASK REVIEW

The MoM of CIIRC Assembly No. 18 were unanimously approved.

3. PROGRESS ON THE CIIRC BUILDING

The contract between the CTU and the supplier (Hochtief) was signed on October 15, 2014.

The “Chinese Laboratory” was closed and sealed on November 5, 2014.

The building site was handed over to Hochtief on November 6, 2014.

The CIIRC buildings will be ready in 420 days.

4. PROGRESS ON THE CIIRC VAVPI PROJECT

The foundation stone tapping ceremony will take place on November 24, 2014.

The Minister of Education has not signed the contract yet.

CIIRC is processing additional documents for the Ministry of Education.

It is essential to start building teams.

CIIRC has no space for the researchers – the rector offered building C at Karlovo nam. to CIIRC, which would fit about 25 researchers.

The rector’s order regarding the distribution of responsibilities for the project execution is needed (e.g. the responsibilities of the bursar, rector, deans,...).

The Academic Senate will discuss CIIRC on December 17, 2014.

The rector’s office will be located at CIIRC building.

The team leaders received new plans of the team location in the new buildings.

CIIRC will follow VaVpl rules.

OP VVV does not allow building new infrastructure.

VaVpl team will meet with the program leaders regarding their plans for 2014 and 2015 and the devices.

Some of the CIIRC researchers will be seated in Certicon in Dejvice – 550 m².

CIIRC will sign a contract with EATON regarding a shared office.

The members of the CIIRC Assembly will send the rector an official request to take action.

5. CONTRACT AMONG FACULTIES AND INSTITUTES

Directors of the CTU institutes protested against the rector’s order regarding the cooperation among faculties and institutes.

The following issues have to be resolved: teaching, employment sharing, overheads, RIV points.

6. INTERNAL BUDGET AND FINANCIAL STRATEGY

Will be discussed at the next meeting of the CIIRC Assembly.

7. INFORMATION ABOUT THE PROGRESS OF ATTESTATIONS

The meeting of the Attestation Committee took place on October 14. Six new applications have been submitted and processed.



The Attestation Committee meeting will be held twice a semester (the next one will take place in November or December 2014).

8. CIIRC SCIENCE COUNCIL RULES OF PROCEDURE

(VK) The rector has not submitted the document to the Academic Senate yet.

9. MISCELLANEOUS

9.1. (OV) CIIRC documents are available at the CIIRC web pages.

9.2. Templates of filled-in attestation forms will be available at the CIIRC web pages.

10. NEXT MEETING

Meeting No. 20, December 12, 1.00 p.m., KN:G-205

Task	Responsible person	Deadline	P*	F*	C*
The members of the CIIRC Assembly will send the rector an official request to take action.	Hanzalek	December 12	P		
VaVpl team will meet with the program leaders regarding their plans for 2014 and 2015 and the devices.	VaVpl team	December 14	P		
Templates of filled-in attestation forms will be available at the CIIRC web pages.	Kucera	December 12	P		

P: in progress, F: finished, C: canceled