



MINUTES OF CIIRC ASSEMBLY MEETING NO. 25

MEETING NO.: 25

DATE AND TIME: September 11, 2015; 2.00 p.m.

ROOM:8.93 BLOX

ATTENDEES:	MEMBERS OF THE CIIRC ASSEMBLY: Z. Hanzalek (ZH) V. Hlavac (VH) M. Sebek (MS) - excused M. Valasek (MV) - excused GUESTS: V. Marik (VM) O. Velek (OV)
CHAired BY:	Z. Hanzalek
RECORDED BY:	L. Lovett

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	Velek	approve
3	Science Council of CIIRC		info
4	Progress on the CIIRC building	Marik	info
5	Internal budget and financial strategy	Velek Hanzalek	info
6	CIIRC	Marik	info
7	Information about the attestation progress	Kucera	approve
8	Miscellaneous	all	info
9	Next meeting	Hanzalek	info
10			
11			

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. 24 were unanimously approved.

3. Science Council of CIIRC

First meeting of the SC will be:

1.10.2015 at 11:00h at the big boardroom at the rectorate (Zikova 4)

Points to discuss:

- How will SC function
- Initiative for the International advisory board

4. PROGRESS ON THE CIIRC BUILDING AND EDS PROJECT

The frame should be built during November and December 2015. The furniture should be moved in in June 2016. Discussing the penalty fees.

On 23.9.2015 – VM Presenting at the Grand Panel about the missing 18 millions Kč.

On 23.9.2015 – CIIRC moving to the 6th floor in Blox (rented out to CVUT).

5. INTERNAL BUDGET AND FINANCIAL STRATEGY

(ZH) and (VH) will meet and they will continue in discussion about financial strategy.

6. CIIRC

CAK transfer

The CAK project was transferred to rectorate on 1.9. 2015.

(VK) Preparing material and financial documentation for the transfer (by 15.9.2015)

Letter of resignation from employees - asking for transfer to CIIRC from 1.10.2015

www

Website construction still in progress, but moving forward. VK to make a webpage for CAK project (public page). CIIRC webpages are ready but need an administrator, who would be taking care of the content. Libor Spacek can help with translations.

Intranet

(VH) – Suggestion to create an information platform (eg. Active discussion forum) to share information and create an interest in CIIRC projects and activities = News and updates about what is going on in CIIRC.

7. INFORMATION ABOUT THE PROGRESS OF ATTESTATIONS



(VK) Nobody signed up. VK to go through the notes with the representatives of the commission and explain them the advantages. ZH to invite Urban, Valasek.

8. MISCELLANEOUS

- Decision by the Vice Rector Cermak: all non-faculty departments should use the following email format: name.surname@cvut.cz.

9. NEXT MEETING

23.10.2015 at 14:00, Evropska 11