

## MINUTES OF CIIRC ASSEMBLY MEETING NO. 38

**MEETING NO.:** 38

**DATE AND TIME:** January 18th, 2018; 9:00 a.m.

**ROOM:** 716

<b>ATTENDEES:</b>	<p><b>MEMBERS OF THE CIIRC ASSEMBLY:</b></p> <p>Z. Hanzalek (ZH) V. Hlaváč (VH) T. Vyhlídal (TV) J. Urban (JU) M. Šebek (MŠ) M. Navara (MN) V. Kučera (VK) T. Pajdla (TP)</p> <p><b>GUESTS:</b></p> <p>P. Konvalinka (PK) J. Šivic (via Skype) R. Babuška</p>
<b>CHAired BY:</b>	Z. Hanzalek
<b>RECORDED BY:</b>	M. Horáková (MH)

### AGENDA:

	DESCRIPTION	RESPONSIBLE	ACTION
1	Possible changes to the meeting agenda	Hanzálek	approve
2	Minutes of the previous meeting and task review	Hanzálek	approve
3	Attestation progress	Kučera	info
4	Rules of evaluation in V3S	Kučera	info
5	Review of documents submitted to the Academic Senate of CTU	Kučera	Info/approve
6	Financial Strategy	Hanzalek	info
7	CIIRC vision	Babuška	info
8	Web design	Hlaváč	info
9	Accreditation of new programs	Vyhlídal	info
10	Miscellaneous	all	info

11	Next meeting and assembly calendar	Hanzálek	info

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**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. 37 were unanimously approved.

**3. ATTESTATION PROGRESS - V.Kučera**

- Researchers do not request for their attestation, list of potential applicants will be provided by VK and O. Velek will take care of it
- young researchers/students should be encouraged for attestation, the rules of defining eligible applicants should be further discussed
- Mr. Babuška was voted a member of Assembly
- Mr. Sivic was voted a member of Assembly
- Dispensation for other members of Assembly must be received - M. Šebek, M. Valášek, T. Vyhlídal, M. Navara and R. Babuška and J. Sivic till the end of 2019, V. Kučera and V. Mařík will ask the rector for the dispensation

**4. Rules of evaluation in V3S**

- Not discussed

**5. REVIEW OF DOCUMENTS SUBMITTED TO THE ACADEMIC SENATE OF CTU**

- To remind Mr. Josef Svoboda of documents to be submitted to the Academic Senate
- Administration should be defined and distributed– ask O. Velek

**6. FINANCIAL STRATEGY**

- Financial Strategy has not been translated into English yet – should be carried out asap
- From the start of 2018 the financial strategy should be applied – O. Velek is responsible for the Financial Strategy implementation from 1<sup>st</sup> January 2018 and where possible then also before this date.

**7. CIIRC VISION – ROBERT BABUŠKA**

- Tenure track system – is absent in Czech Republic, so it is not possible to attract quality researchers from abroad
- University funding is missing
- Too few key researchers
- Vision on research and education is missing, MSc program is missing
- Administrative support is complex and not transparent
- Evaluation system of employees is missing

#### **8. WEB DESIGN AND IT SUPPORT**

- IT department is working on clusters implementation (VH informed assembly)

#### **9. ACCREDITATION OF NEW PROGRAMS – T. VYHLÍDAL**

- More subjects could be provided by CIIRC researchers

#### **10. MISCELLANEOUS**

- Rector prof. Konvalinka expressed his gratitude to CIIRC for cooperation as well as for great work and success at the start of the meeting
- Rules stated by Assembly should be met and a list of broken rules will be defined
- Invite a new rector once he is appointed for the next assembly meeting – VM should be present as well and present our Institute
- “Employee evaluation form” will be provided at the following Assembly meeting by V. Kučera and V. Hlaváč, employees will be evaluated by 30<sup>th</sup> September

#### **11. NEXT MEETING AND ASSEMBLY CALENDAR**

22<sup>nd</sup> March 2018 09:00, Director’s room 716