

30 / 2018 CEITEC MU Management Meeting

Date, venue	2. 10. 2018, A35/129, Campus
Participants (internal)	J. Nantl, M. Pokorná, E. Handlířová, M. Marcolla, K. Říha, N. Kostlánová, E. Doležalová
Guests	-
Excused	-
Minutes prepared by	E. Handlířová
Approved by	J. Nantl
Comments by	-

Agenda

- 1) Space allocation update / M. Marcolla
- 2) Information on publication activities (info brochure) / M. Pokorná
- 3) Bonus system – communication regarding data control / M. Pokorná

Minutes

1) Space allocation update / M. Marcolla

See Annex 1

M. Marcolla presented an amended version of the space allocation rules that includes a system of positive and negative points that are used for space allocation. There will be a minimum space allocation defined. Thanks to this system, we will be able to identify groups that are candidates for reduction of allocated space and groups that will receive new space. The demand is now high especially for office premises.

Decision(s):

The updated space allocation rules will be consulted with O. Slabý (Chair of the Space Allocation Committee) and with the Director's Board. Afterwards, the implementation will be launched.

2) Information on publication activities (info brochure) / M. Pokorná

See Annex 2

Department of Strategy and Science prepared updated information on publication activities. An agreement about joint publications in IS MUNI (locking of publications in IS, the definition of guarantor) was done on meeting with vice-deans of the Faculty of Science and the Faculty of Medicine and with the scientific secretary. The definition of Guarantor of the Result was unified. The document will be distributed to researchers.

3) Bonus system – communication regarding data control / M. Pokorná

See Annex 3 (sensitive, only for management)

The management discussed the proper way of checking the bonus system allocation and the extent to which group leaders should be involved.

N. Kostlánová: Group leaders that were affected by wrong calculation of the bonus system budget allocation are being informed.

Decision(s):

Group leaders will receive their data including used formulas to increase the transparency of the calculation.

4) Any other business

a. Space requirements in the grant proposals / M. Pokorná

Decision(s):

The grant proposals should not include specific requirements for space allocation. The general statement that “adequate space in line with the institutional space allocation policy will be allocated” should be used instead of that.

b. Lease of Atrium for the Contest in Chemistry (“Chemická olympiáda”) / M. Pokorná






Decision(s):

The Contest in Chemistry will be organized by the Faculty of Science on 28th January 2019 in the premises of A35 atrium.

Overview of implementation responsibility

Item/ Decision	Management responsibility	Administrative responsibility	Deadline
1	M. Marcolla	-	30. 10. 2018
3	M. Pokorná	K. Ornerová	30. 10. 2018
4-a	M. Pokorná	L. Čoček	-
4-b	M. Pokorná	M. Haman in cooperation with E. Doležalová	-

Annexes

 1_Space_allocation_policy_2018-09-26.docx	01.10.2018 17:42
 2a_Internal_proposal_agenda_form_Informace k publikacni cinnosti.docx	27.09.2018 16:57
 2b_Informace k publikacni cinnosti_09 2018_CZ.DOCX	27.09.2018 17:00
 2c_Information publications related activities_09 2018_ENG.DOCX	27.09.2018 17:00
 3_Internal_proposal_agenda_form_Bonus_evaluation_questions.docx	27.09.2018 16:57