

# **Minutes of the Senate Session of the Third Faculty of Medicine that took place on 11 January 2011 in the Session Room of the Dean's Office**

Attendee: according to the attendance list ( 29 senators)

Excused: Jonáš

Guests: prof. MUDr. Michal Anděl, CSs., the Dean

## **Session Agenda:**

1. Opening
2. Translation and interpretation for English speaking students
3. Agenda approval and appointment of the scrutineers
4. Checking of the minutes of 14 December 2010
5. Dean's information
6. Annual report on Academic Senate activities in 2010
7. Revision of election regulations and rules of procedure
8. *Running with those that can't* project (Scott Keel)
9. USMLE (United States Medical Licensing Exam) – preparatory course (Scott Keel)
10. Miscellaneous

## **1) Opening**

The session was opened by the chair of the senate Vácha who greeted the senators.

## **2) Proposal of translation and interpretation for English speaking students**

Talks will be held in Czech due to time pressure.

Senator Jan Hugo suggested that he interpret some unclear topics for the English speaking senators upon their request.

The Dean charged the Institute of Foreign Languages (Head: doc. PhDr. Přívratska, CSc) with translation of important documents and the minutes of sessions.

## **Resolution:**

**AS of the Third FM CU agree:**

1. **with the proposal to conduct the session in the Czech language**
2. **with interpretation of some items during the session for English speaking senators by J. Hugo**
3. **with carrying out translations of important documents and the session minutes by the Institute of Foreign Languages. (27-0-0)**

## **3) Approval of the agenda, appointment of the scrutineers**

Senators received the agenda listed above by email

Scrutineers appointed: Dlouhý and Maďa

**Resolution:**

**AS 3FM CU agree with the proposed agenda of the session. (28-0-0)**

**4) Checking of the minutes from the session on 14 December 2010**

Senators received the minutes by email

**Conclusion:**

The minutes from the session on 14 December 2010 were approved by tacit consent

**5) Dean's information**

Prof. Anděl said, that his report would refer mainly to the 3 following items.

**a) Thank you, we are Leaving campaign of LOK**

Although the motives are legitimate, the Dean's committee is not considering joining the campaign for both technical and practical reasons. The medical faculty wants the doctors to be able to return. The administration of the hospital (FNKV) set the deadline and is not going to impose any sanctions on the doctors who participated in the campaign. The heads of the departments were informed of this. Any comments about the doctors will be not tolerated. Those who took part in the campaign deserve respect (they took an important step in order to handle problems that have been neglected for a long time).

Those who did not take part in the campaign deserve respect as well (they did not like the approach of the campaign or the leaders, they wanted to strengthen the integrity of the workplace).

It can be viewed from many different aspects. However, the most important thing is to maintain the integrity of the workplace.

The campaign causes certain problems for the medical faculty as well. Teaching of some subjects may be at stake (ENT, neurology). The Dean has already discussed the problem with the heads of the departments. It would be a pity to lose good, experienced teachers. The faculty is going to try to attract those people and encourage them stay.

The campaign caused many different problems. There is tension in the departments, which could impact teaching. It is necessary to understand the various motivations.

**b) Study Reform - Cosmetic changes**

Administration of the Faculty has a clear plan of the 1-, 2- and 3- cycle of study. Discussion with professors will start next week.

Study reform as well as preparation of timetables will be on the agenda for the next exit meeting.

Problematic M IIC exam will be eliminated.

### **c) School Budget**

The budget will be smaller this year.

2011 is the last year of research plans, the school will get only 1/3 of the state subsidy (research plans in progress at present: cardiology, metabolism, neuropsychiatry). The faculty will only be given money for publications listed in RIV. This money will return to the departments where the publications were created.

Some instruments and devices bought haven't been utilized efficiently enough; the faculty is trying to find a coordinated way of dealing with the problem.

The basic policy of the faculty is to create other research centers (center of oncology, traumatology, neuro-science).

### **Discussion:**

#### **a)**

Senators who participated in the discussion:

Havrda, Duška, Grill, Kalvach, Hugo, Brabec and Kment.

They noted that reasons for the "Thank you we are Leaving" campaign are justified and long neglected.

The motives are not greed but moral principles.

Information about purchasing of devices should be accessible and all tenders should be transparent; use of devices in FNKV

Medical schools should unite their attitude. Positive response was expressed by senates of 1.LF UK, LF UP Olomouc and LF UK Hradec Králové.

Furthermore it was observed that the Senate resolution of 14 December 2010 was not disseminated sufficiently (sent only to all senates of medical schools in CZ); it should be dispensed through mass media.

The Dean of the Faculty can influence the administration of the hospital (FNKV)

The draft opinion for other senates should be first sent to the Chair of the Senate of 3FM CU; text should be well balanced.

The Chair interrupted the discussion as senator Duška had to leave early and informed the senators that MUDr. František Duška had resigned his seat due to his leaving for England. Dr. Duška has taught at the Faculty since 1986 and was a very successful pedagogue.

The Chair thanked Dr. Duška for his work and activity and wished him professional and personal success in his future life.

### **Resolution:**

**Chair of the senate Mr. Vácha assigned Mr. Havrda to:**

- a. **prepare short written faculty's attitude to the campaign to address other medical schools' senates**
- b. **send the text to the head of the senate**

## **6) Annual report on Academic Senate activities in 2010**

All senators received the report. It was clear from the report that some items concerning the revision of election regulations and rules of procedure still need to be completed.

### **Conclusion:**

AS 3FM CU acknowledged the annual report 2010

## **7) Revision of election regulations and rules of procedure of AS 3.**

The Chair suggested that a committee should be established to deal with the problem. He also suggested that JUDr. Petr Šustek become a member of the committee. Moreover, he challenged senators interested in working in the committee to accept the call. After that senators Havrda and Brabec expressed their interest to work on the committee.

### **Resolution:**

**AS 3FM CU approves establishing a committee to formulate an amendment of Election Regulations and Rules of Procedure. Suggested members of the committee: JUDr. Šustek, Havrda and Brabec. (25-0-3)**

Senator Grill pointed out, that participation of JUDr. Šustek in the committee is essential but so far it is not clear if he accepts it. Therefore the senate included the condition that the committee will only be established upon JUDr. Šustek's agreement with membership and the senate voted again.

### **Resolution:**

**AS 3FM CU adds a condition to the above Resolution:**

**The vote is legitimate under condition that JUDr. Šustka agrees with his membership**

## **8) Running With those that Can't project**

Senator Keel followed up on last year's project when the Faculty bought 1 wheelchair with the money raised. It is now used for disabled children in the children's home in Psáry. In 2010 several children in specially adjusted wheelchairs took part in a half Marathon. The charity gained positive media response.

On Monday, 10 January 2011 senator Keel arranged an information meeting in Jonáš lecture hall in order to get enough students to push 8 wheelchairs. 35 students agreed to take part in the activity this year.

### **Resolution:**

**AS 3FM CU appreciates senator Keel's activity and recommends that the administration of the faculty support the event. (27-0-1)**

## **9) USMLE (United States Medical Licensing Exam) – preparatory course**

The course will take place in the summer semester. There will be a small fee (study material + teacher's salary) Each lesson will last 3 hours including 2 breaks. Every week there will be a written test.

### **Resolution:**

**AS 3FM CU acknowledges the execution of the course and recommends that the administration of the faculty support it. (27-0-1)**

**Next session will take place on 8 March 2011 at 1430**

## **Minutes of the Senate Session (no.2) of the Third Faculty of Medicine that took place on 8<sup>th</sup> March 2011 in the Session Room of the Dean's Office**

Attendee: according to the attendance list  
Excused: Doc. MUDr. Kment, CSc., MUDr. Bernášková, CSc., Doc. MUDr. Čelko, CSc., doc. MUDr. Dlouhý, PhD., Prof. MUDr. Gurlich, CSc., Brekke Sivert, Martin Včelák

Guests: prof. MUDr. Michal Anděl, CSc., the Dean  
Doc. MUDr. Daniela Janovská, CSc., vice-dean deputy  
Ing. Jana Mužíková, secretary  
Doc. MUDr. Valér Džupa, CSc., vice-dean  
Doc. MUDr. Romana Šlamberová, Ph.D., vice-dean

### **Session Agenda:**

- 1) Opening
- 2) Agenda approval and appointment of the scrutineers
- 3) Checking of the minutes
- 4) Information from the Dean
- 5) Proposal regarding fees for study for the academic year 2011/2012
- 6) Conditions for transfer to 3MF CU
- 7) Budget evaluation of 3 MF CU of the year 2010
- 8) Proposal of the budget of 3MF CU for 2011
- 9) Miscellaneous

#### **1) Opening**

The Chair of the senate, Vácha, opened the session and greeted the senators. He stated that the senate atmosphere was more cheerful than last time when the campaign "Thank you, we are leaving" had been in progress. He also acknowledged the women present in honor of International Women's Day. He introduced and welcomed Doc. MUDr. Marek Bednář, CSc., who replaced MUDr. Duška in the senate. MUDr. Duška left to work in Great Britain.

#### **2) Agenda approval and appointment of the scrutineers.**

Senators received the agenda listed above by email. Doc. MUDr. Janovská, CSc., the vice-dean's (Marx) deputy asked to delay discussion of transfer conditions to the 3MF (no. 6) until the next meeting. Scrutineers appointed: Grill, Šafra

#### **Resolution: AS 3FM CU approves the proposed agenda and the changes of the session. (tacit consent)**

#### **3) Checking of the minutes from January 11<sup>th</sup>**

All the senators received the minutes from the last meeting by email and had no comments. The Chair Vácha informed senators about the interpretation facility for English speaking students, which had been hired and which was being used at the current meeting. Important material and minutes from the meeting of the AS are translated into English. The translation of the minutes from January 11<sup>th</sup> was sent to senators by email. Simultaneous interpretation was done by Senator Hugo. Vácha commented on point 7 from Jan. 11<sup>th</sup> meeting and said that JUDr. Šustek accepted the post of the chairman of the Committee for revision of election regulations and rules of procedure for the AS of the 3FM CU. A committee composed of three members will start work immediately.

**Conclusion:** The minutes from the session on January 2011 were approved by tacit consent without comments.

#### **4) Information of the Dean**

a) The Dean thanked all the teachers, senators and employees who participated in activities of the faculty. Faculty consistently ranked high in evaluation surveys. This year in the survey of HN, it was evaluated as the best. This fact has surely to do with the quality work of the teachers and scientists of the faculty. There was also a shift in the reform of teaching.

b) Work on the accreditation – a proposal will be ready by the end of March (Doc. MUDr. F. Votava, PhD.); therefore this can be discussed at the meeting of the AS at the beginning of April at the Scientific Council session. Subjects are mostly guaranteed by associate professors, with two exceptions. The 3MF is not afraid of comparison with other faculties. He referred the proposed changes at the meeting of the Society of Czech doctors yesterday and the reaction was very positive. It is necessary to thank all the coordinators.

c) Situation after the campaign "Thank you, we are leaving." There were no serious consequences or problems, the structure of the departments and faculty was maintained despite difficulties. Tension was not a problem or excessive. Two departments appeared to have more serious problems. Experienced employees got a raise of 8,000 CZK, which stood in stark contrast with the rest of the school. The Dean intends to discuss this with the general manager of the hospital, so that employees working at the school would not feel disadvantaged. The Dean mentioned the intention to publish a special issue of the faculty journal providing information about the campaign "Thank you, we are leaving" to the workplace. Mgr. Fleissigová was charged with this project. At the exit meeting of the faculty in Břežnice a specific time was also devoted to the discussion of ethics in the health care system. Mgr. Vácha, tasked with this, by the Dean's Committee intends to organize another, bigger, conference in October (philosophy, ethics, plurality, etc.). The conference will likely be held under the auspices of the Rector of the university, specialists from other faculties will also participate. Dr. Grill suggested that the focus be on aspects of the law. The event should be of general benefit to all.

#### **AS 3FM CU acknowledges the Dean's information.**

#### **5) Proposal of the fees related to study during the academic year 2011/2012**

All the senators present obtained attachment no.1- fees 2010/2011 (in Czech or in English) Doc. Janovská summarized all the types and the amount of the fees mentioned in the document.

#### **Resolution: AS 3FM CU approves the proposal of the fees related to study for the academic year 2010/11(25,0,0)**

#### **7) Budget evaluation of 3FM CU for the year 2010. attachment no.2**

The secretary of the faculty informed the senators present of the material which all the members of the AS received by email in advance. Budget of the faculty was well balanced, expenses reached 362 million crowns. A lower subsidy at the end of the year was compensated by higher incomes from foreign students. The costliest item was again personal costs (63%) The amount of wages paid remained on the level of the year 2009 (229.6 million CZK) then some time was devoted to the list of work having to do with the upkeep

of real estate (new windows on the 6<sup>th</sup> floor) they were financed from the state budget ("Green for the Savings"), new phase of modernization of the staircases was finished, several laboratories were equipped. The end of this part was devoted to the economy of funds.

**Resolution: AS 3FM CU will comment on the budget evaluation of the year 2010 at its session in April.**

#### **8) Proposal of the budget of 3MF for 2011 - attachment no.3**

Material was sent to all senators by email in advance. The secretary informed all the senators present about the rules. At present the budget of CU has not been approved by the AS CU and it is not obvious which criteria of evaluation of particular faculties will influence the monetary contribution for education. Another unknown factor is the date when the V.A.T. will change. Further increases in the fees from foreign students cannot be expected. Well balanced budget proposal counts on the level of 2010, i.e. 350 million CZK. Then the secretary informed senators about a planned renovation and modernization of real estate. In the discussion the answer to the question of prof. Kalvach was explained. His question concerned different amount of subsidy for student's education. The Dean confirmed this and pointed out various expensiveness of particular subjects. In connection with this, he repeated the information about a change in 2012 when faculties will obtain money depending on publication activity in previous period. The Dean also highlighted the necessity of a complete use of the work load of the academic staff. From new semester, he will not approve contracts with part time teachers in case there are full time teachers who do not fulfill their prescribed minimal teaching load. It is the only way how to maintain current average wages.

**Resolution: AS 3FM CU agreed on the budget for the year 2011 prepared by the secretary of the faculty without comments. (25,0,0)**

#### **9) Miscellaneous**

a) proposal of partial change of the status of CU:

1. no. 35a/2011- include a new regulation on education in the course which is acknowledged abroad (paragraph 36a) no. 35a/2011 Attachments no.2 of the Status of CU- Rules of organization of CU The Rector asked AS CU to agree on the proposed changes of the status of AS. The Secretariat of AS CU sent a letter to senates of particular faculties on Feb.8<sup>th</sup> 2011 with material to be discussed, statements and possible comments to March 8<sup>th</sup>. Mgr. Vácha informed the audience about the proposal of changes.

- a formal change in the text in Organization procedure of CU (English name of Filozofická fakulta is Faculty of Arts)
- change of the status of CU- input of the new regulation concerning the implementation of courses acknowledged abroad in the framework of education

In the discussion about courses acknowledged abroad (Havrda, Báča, Kovář, Vácha and the Dean took part in it) reasons whether or why these courses cannot be organized according to the present status in the framework of lifelong education were discussed. There were two different opinions. **Havrda informed the senators that he asked the**

**AS CU about it, which will discuss it in the framework of Legislative Committee of the AS CU.**

**Resolution: AS 3MF CU approves proposed changes of the Status of CU, however it recommends weighing up whether it is possible to organize courses acknowledged abroad according to the current status of the framework of lifelong education. (23,0,2)**

In connection with it, the senators would require such material be scanned and sent by email in advance. The Chair said it was not possible due to time pressure.

#### **b) Instruction of the general manager of FNKV regarding the competence of the employees to provide mass media with information**

According to the information of Mgr. Vácha in accordance with the instruction of the general manager of FNKV, employees were not allowed to provide mass media with information, unless they have approval from the press centre of the hospital. According to the Dean this instruction raised many negative reactions. Therefore, he (after the discussion with the Dean's committee) wrote a letter to the general manager, where he does not agree with above mentioned opinion. There was a more substantial exchange of opinions concerning the instruction of general manager of FNKV (Grill, Kalvach, Keel, Bednář, Havrda) opinions on: personal responsibility of everyone, who passes this information, newspaper ethics, use of technique and means of communication, requirements of taxative definition what type of information the general manager has on mind, etc. General Manager and staff charged by him are responsible for furnishing information. In conclusion, the Dean said that statutory deputy officially speaks for the institution. The faculty defends academic freedom including freedom of speech. There is a difference between personal opinion and official viewpoint of the workplace. It sometimes happens that journalists shift the spoken word somewhere else. The Dean believes that the general manager of FNKV will accept his reasoning mentioned in his letter.

#### **d) An introductory session of AS CU and election of Dr. Havrda into presidium of AS**

Prof. Hála from MFF CU was again elected the chair of AS CU in a supplementary vote. Dr. Havrda was elected into presidium on proposal of Dr. Grill. Havrda informed about the setup of AS CU and said that 3FM CU has its representatives in all committees. (Grill, Fontana, Čupka). AS CU discussed an idea to reduce the number of universities so that schools like CU could reach a bigger part of subsidy and also the effort to increase production of science. New university law will be worked on. As for the campaign "Thank you, we are leaving" the senate accepted resolution expressing support. Deputy from the Faculty of Arts Mgr. Zajíček stated that the university is not perceived as a whole. He would like to improve this, each faculty advertises itself in various ways but not the university as a whole. This should be improved e.g. by cooperation in the framework of AS (to renew exit sessions with bigger or smaller attendance) to organize university conferences with the heads of AS from other faculties, etc. There was generous discussion related to this topic, in which senators (Mandys, Báča., Havrda, Ivák, the Dean, senators of the English curriculum) discussed their opinions, e.g. use of professional PR agencies. Advertising of the university, e.g. by organizing conferences, press conferences, university award, e.g. for the best article. It is also possible to use

classes of PE or languages for meeting people from various faculties (the comment of the Dean from the meeting of deans and vice-deans) to organize real, not formal activities, e.g. to have unified web pages. Ivák informed the senators that there was a Students Union of CU that should connect the faculties - It would be suitable to support the activity of the Students Union to the greatest possible extent. Foreign students said that in the West sport was undoubtedly a unifying feature. On top of it students themselves are proud of their university which they attend they make it obvious, which is not the same here. After the discussion all of them agreed on the need to support unified conception of the university and strengthening of the identification of the student (member) with the whole university.

**Resolution: AS 3MF CU**

- a) **understands the need to improve unified presentation of CU in mass media**
- b) **supports the effort leading to the improvement of the cooperation among the members of academic community throughout faculties and of the identification with CU as a whole.**
- c) **assumes that besides improvement of cooperation of the members of particular faculties, it is important to support students' activities.**

(23,2,2)

**d1) Senator Klofat** presented the requirement of 5<sup>th</sup> year students of the English curriculum to enable the students to change the classes and exams in both winter and summer semester, so that they can take the exam in neurobehavioral science in the winter term. As there are not enough dates, some students have to take this exam in the summer term. Moreover, Erasmus students are preferred. According to prof. Kalvach Erasmus students do not encroach on the dates of state exams. There should be more dates even if some dates are not fully used as some students cancel their attendance. According to senator Klofat there is also a problem with the number of students in each group (the number varies in four groups from 3 to 11 students). Students consider this system inefficient and unfair. As for the requirement to make fewer groups, the Dean said that the reduction of the groups was always a problem since timetables must be prepared before the final number of students is known. There is still a chance for students to change groups.

Furthermore, **Senator Klofat** informed the senators about the requirement of Irish students to take the exam in internal medicine earlier – at the beginning of May, so that they can go home and seek jobs before the end of May.

After the discussion the Dean said that he had to follow the obligatory regulation of the Rector and shortening of classes would be a violation of set rules. The problem of Irish students can be solved by asking for an individual study plan. Nevertheless, this must not be the rule or exception for all the students.

**Conclusion: The Dean assigned the Vice-Dean for Undergraduate Education and Student Affairs Dr. Marx to discuss this and to solve the above mentioned problems dealing with the number of exam dates with the administration of the Department of Psychiatry, the problems will also be discussed at the session of the Dean's Committee.**

**d2) Requirement of foreign students to be better informed**

**Senator Keel** suggested creating a committee composed of students and teachers to revise and assess the level of web pages of particular departments. In each department a person should be assigned to be responsible for publishing information and updating web pages for each department. Senator Ivák claimed that web pages were not suitable because departments publish little information there. It would be crucial to motivate particular employees to publish more information, to revise information and to delete old information. Furthermore, technical difficulty of publishing information on web pages was discussed. (Havrdá, Vácha, Mandys). Senator Nováková stated that such a revision had already been done and it is not obvious how the report has been used. Proposal to make a course for secretaries how to publish information. Students – senators repeated their requirement to obtain material to be discussed (which is not in the electronic version) scanned in advance.

**Conclusion: AS 3FM CU takes the requirement of foreign students into account and the Chair will present the problem at the next session of the Dean's Committee.**

On Wednesday 9<sup>th</sup> March at 3 p.m. a session of academic community was held in Syllaba hall. It was held at 4 p.m. for English speaking students. All senators obtained an invitation with an agenda in advance.

**Next session of AS 3FM CU will be held on 12<sup>th</sup> April 2011 at 2.30 pm.**

**Minutes taken down by :**

Ing. Sádecká  
10<sup>th</sup> March 2011



**Minutes of the Senate Session (no.3) of the Third Faculty of Medicine that took place on 29<sup>th</sup> March 2011 at 1400 in the Session Room of the Dean's Office**

Attendee: according to the attendance list

Excused: according to the attendance list

Guests: prof. MUDr. Michal Anděl, CSc., the Dean

MUDr. David Marx, Ph.D., vice-dean

Doc.MUDr. Valér Džupa, CSc., vice-dean

Doc. MUDr. Romana Šlamberová, Ph.D., vice-dean

Session Agenda:

- 1) Opening
- 2) Agenda approval and appointment of the scrutineers
- 3) AS 3MF's comment on the Working Draft of the Higher Education Act

**1) Opening**

Senator Vácha opened the session and welcomed the senators. He stated that this extraordinary meeting was called at the request of more than 10 senators. In addition, he informed attendees regarding the AS CU session that he and senator Havrda attended. The main agenda of AS CU was legislative focused on a working draft of the Higher Education Act. All senators unanimously rejected the presented material and objected to the limited time for discussion and comments. Discrepancies and imperfections were found in all parts of the proposal.

**2) Agenda approval and appointment of the scrutineers**

Mgr. Vácha informed the attendees that the only topic of the extraordinary meeting was discussion regarding the Working Draft of the Higher Education Act and to take a stand on the material; the final consensus should be delivered to CU rectorate by 30 March 2011

Resolution:

AS 3FM CU agrees with the proposed agenda (tacit consent)

Scrutinees appointed: Kment, Šafra

**3)** Substantial information was given by Senator Havrda. The administration of CU takes the issue very seriously; the proposal is quite elaborate and hence the administration of CU is apprehensive that there may be endeavor to push it through the house as it is. Other universities and colleges are joining the activity to refuse the material; however, a mass campaign is not expected.

Senators of all schools were called to make comments and suggestions about:

- 1) the material as a whole
- 2) individual chapters and details

The essential thing now is to comment on the conception of the proposed material as a whole as it leads to curbing university autonomy and increasing authority of the state and president; it poses a threat to the current status of the Scientific Board, which will lose its influence with the university. It will also decrease authority of professors, students and university employees.

In the discussion senators Hugo, Báča, Havrda, Marx and the Dean took part saying:

- the aim of the proposal is to commercialize university and suppress academic freedom by establishing boards with determined powers in relation e.g. to the Rector.

- 20 years of development of CU under free and autonomous conditions has shown the correctness of this course of development, especially where the results and quality of science and teaching are concerned. CU can be compared with any other institution in the republic; scientific development is fully comparable with the Academy of Science of the Czech Republic (AV ČR). This current situation fully demonstrates that autonomy of universities is beneficial. Some examples of bad schools apply to private schools and the proposal does not deal with that.

- AS 3MF cannot accept that the board appointed by the state (i.e. politically) should make decisions about the Rector, activity of the university etc.

- CU and other universities should be exempt from this law; there should be special legislation; the discussed proposal might be good for some schools but not for CU. Some expressed the opinion that this particular legislation is wrong for any school.

- This is the second time (prof. Matějů conception) that we have seen attempts to connect universities with businesses. Acceptance of the legislative material would lead towards a substantial weakening of the autonomous management of universities, reduction in the number of students in university decision making bodies, and complete destruction of the self-governing system of universities.

After the discussion AS 3MF accepted univocally (17, 0, 0) the following position:

#### **Position of AS 3MF CU toward the Working Draft of the Higher Education Act**

**AS considers the legislation unacceptable for CU because it strengthens the role of state in establishing university decision making bodies thus indirectly increases the influence of state on university management. It would cause substantial changes in competence of particular bodies. The principles of autonomy and freedom of universities would be abolished. These are the principles that have enabled the positive development of universities over the past 20 years and are characterized by increased scientific performance, continuous improvement of teaching quality and development of a democratic environment. Our negative opinion on strengthening the role of government in the management of university stems also from recent negative experiences with the failure of top government officials politically appointed to administrative positions in government.**

Minutes taken down by: Sádecká, 29.3.2011

## **Minutes of the Senate Session (no.4) of the Third Faculty of Medicine that took place on 12 April 2011 in the Session Room of the Dean's Office**

Attendee: according to the attendance list

Excused: according to the attendance list

Guests: Prof. MUDr. Michal Anděl, CSc., Dean, Doc. MUDr. Daniela Janovská, CSc., Vice Dean deputy, MUDr. David Marx, Ph.D, Vice Dean, Doc. MUDr. Valér Džupa, CSc., Vice Dean, Doc. MUDr. Felix Votava, Ph.D., Doc. MUDr. Romana Šlamberová, Ph.D., Vice Dean, Mgr. Marie Fleissigová, SVI, Doc. MUDr. Jitka Patočková, Ph.D.

### **Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking of the minutes from March 8th, 2011
4. Information from the Dean
5. Re-accreditation of the Master Study Program „*General Medicine*“ Academic Senate approval
6. Vote on the faculty economy report 2010
7. Information about the additional session of the AS on 29 March 2011
8. Conditions for admission to the Third faculty of Medicine, concerning others than 1<sup>st</sup> study year – §49 (transfer from another school)
9. Information about the event “*Running With Those That Can't*“
10. Margaret Bertrand Award
11. Miscellaneous
  - a. smoking in the hospital complex and in front of the faculty building (S. Keel)
  - b. revision of the information on the faculty website (S. Keel)
  - c. dates of records in the Index/credit/ books for students and teachers (S.Keel) etc.

### **Ad 2) Agenda approval**

Resolution: AS 3FM UC approves the proposed agenda and the changes (Item no. 8) of the session (tacit consent).

### **Ad 3) Checking of the minutes from March 8<sup>th</sup>**

Conclusion: The minutes from the session on 8 March 2011 were approved by tacit consent without comments.

### **Ad 8) Conditions for admission to the Third faculty of Medicine, concerning other than the 1<sup>st</sup> study year – §49 (transfer from another school)**

Resolution: AS 3FM UC, in accordance with the no.10/1e)/2011 of the Status of the 3FM UC, agrees on the presented proposal of the Dean's directive, determining the conditions for admission of students who have completed the study program, or its parts, or are studying another study program at a university in the Czech republic or abroad (23,0,0).

### **Ad 5) Re-accreditation of the Master Study Program “*General Medicine*“ – Academic Senate approval**

Resolution: AS 3FM UC without objections agreed on the proposed accreditation summary created in order to apply for the accreditation extension of the Master study program “General Medicine” at the 3MF UC (24,0,0).

### **Ad 6) Vote on the faculty economy report 2010**

Resolution: AS 3FM UC approves the presented faculty economy report (19,0,5).

**Ad 7) Information concerning an additional session on 29 March 2011**

Resolution: AS 3FM UC takes into account the information about an additional session of the AS, and approves the resolution of the AS concerning the amendment to the university legislation.

**Ad 9) Information about the event “Running With Those That Can’t”**

Resolution: AS 3FM UC acknowledges the information about preparation and organization of the event “Running with Those That Can’t”.

**Ad 10) Margaret Bertrand Award**

Resolution: AS 3FM UC takes the information about preparations, documentation and further procedure for presenting the Margaret Bertrand Award into account, and assigns doc. MUDr. J. Patočkovou PhD to prepare, in compliance with the conditions, the candidate selection for this prestigious award at the May session of the AS 3FM UC.

**Ad 11) Miscellaneous**

- a) smoking in the hospital complex and in front of the faculty (S. Keel)

Resolution: AS 3FM UC acknowledges the proposed initiative for a smoking ban in the complex of the FNKV and 3FM UC, and will consider certain steps to deal with the issue in the future.

- b) Not discussed

- c) signing of credit books

Resolution: The Chair of the AS 3FM UC Mgr. Vácha promised to present the outlined problems of the credit and exam records, rescheduling of classes and others at the next session of the Dean's Committee (Advisory Board).

**Next session of AS 3FM CU will be held on 17 May 2011 at 2.30 pm.**

**Minutes taken down by:**

Ing. Sádecká

14 April 2011

## **Minutes of the Senate Session of the Third Faculty of Medicine that took place on 7<sup>th</sup> June 2011 in the Session Room of the Dean's Office**

Session Agenda:

- 1) Opening
- 2) Agenda approval and appointment of the scrutineers
- 3) Checking of the minutes from May 17<sup>th</sup>
- 4) The Award of the journal Universe Prize – proposed by Students Chamber
- 5) Report from the session of the AS CU
- 6) Information concerning the viewpoint of other universities to the proposal of the new university law
- 7) Miscellaneous

1) Opening

**2) Agenda approval and appointment of the scrutineers**

Resolution: AS 3FM CU approves the proposed agenda and its supplement in No. 5 (tacit consent).

**3) Checking of the minutes from May 17<sup>th</sup>**

Conclusion: The minutes from the session held on May 17<sup>th</sup> 2011 were approved by tacit consent without comments.

**4) The Award of the journal Universe – proposed by Students Chamber**

Conclusion: AS 3FM CU approves the students proposed by Students Chamber will be awarded the Journal Universe Prize in 2011.

**5) Report from the session of the AS CU**

Resolution: AS 3FM CU acknowledges proposed information of the AS CU.

Supplement of no.5:

Timetable for new 3<sup>rd</sup> year courses in the master's programme

Resolution:

AS 3FM CU agrees on the requirement of the senators (teachers) to present the timetable for the 3<sup>rd</sup> year master's programme to the Chair of the senate and all the senators till June 17<sup>th</sup> 2011.

**6) Information concerning the viewpoint of other faculties of medicine to the proposal of the new university law.**

Conclusion: AS 3FM CU acknowledges proposed viewpoints concerning the new university law.

**7) Miscellaneous**

Resolution:

AS 3FM CU assigned the Vice-Dean Dr. Marx to present this issue (payment for MRSA tests for foreign students) at the next meeting of the senate.

AS 3FM CU assigns presidium of the Senate to decide on general issues on behalf of the AS during summer vacation.

**Next session of AS 3FM CU will be held on 11<sup>th</sup> October 2011 at 2.30 pm.**

Mgr. Marek Vácha, Ph.D. v.r.  
Chairman of the AS 3<sup>rd</sup> FofM

Minutes taken down by:  
Ing. Sádecká, 8<sup>th</sup> June 2011

## **Minutes of the Senate Session (no.7) of the Third Faculty of Medicine that took place on 11<sup>th</sup> October in the Session Room of the Dean's Office**

Attendee: according to the attendance list

Excused: according to the attendance list

Guests: prof. MUDr. Michal Anděl, CSc., Dean,  
Ing. Jana Mužíková, Secretary,  
Doc. MUDr. Romana Šlamberová, Ph.D., Vice Dean,  
Doc. MUDr. Daniela Janovská, CSc., Vice Dean deputy,  
MuDr. Jan Trnka, Ph.D.

### **Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from June 7<sup>th</sup>, 2011
4. Information of the Dean
5. Information about preparations of the 3FM representatives election for the Academic Senate of the Charles University
6. Results of the vote per rollam – date, place and time of the elections, results of the vote on “Information of the study programmes and the entrance requirements in 2012-13“
7. Resignation of MUDr. Peter Ivák from the post of the Vice-chairman of the AS 3FM UC, the election of a new Vice-chairman from the students' representatives (senators)
8. Information of forthcoming date of the elections of the representatives of 3FM UC for the Council of the Czech universities
9. Assigning rules for students' exam sign up and their exam dates cancellations
10. Miscellaneous

### **Ad 2) The scrutineers elected were: Havrda, Šafra**

Conclusion: The programme proposed, including the required completion concerning the results of “the Evaluation of the classes in the summer term 2010-11” (see point no.5), was approved by tacit consent.

### **Ad 3) Checking of the minutes from June 7<sup>th</sup>, 2011**

Conclusion: AS 3FM UC extended the date for submitting a proposal for a solution of the problem of payment for the infectious staphylococcus tests, requested in home countries of the foreign students, to the next Senate session.

### **Ad 4) Information from the Dean**

1. entrance exams procedure,
2. construction work – final rebuilding of the faculty stairway, remodelling of the Anatomy department building in the Pavilion CH,
3. accreditation documentation for the approval of the accreditation,
4. introduction of the new curriculum for the 1<sup>st</sup> and 3<sup>rd</sup> years,
5. the assignment of two new heads of clinics, an addition to the teaching team: the Clinic of Neurology - Doc. Štětkářová, the Clinic of Gynaecology - Doc. Kučera; and Doc. Dlouhý was chosen for the position of the Head of the Faculty Department of preventive medicine;
6. Professor Konigova was selected as a candidate for the Award of Josef, Marie and Zdenek Hlavkas, the event will take place on November 16<sup>th</sup>, 2011;
7. meeting of the Medical faculties representatives in Sliač,
8. the faculty budget evaluation,

9. amendment of the University Law,
10. establishing the Fourth Clinic of Haematology (approved by the AS session on 9.11.2004).

**Ad 5) – an added issue: Evaluation of classes in the summer term 2010-11**

Resolution: AS 3FMCU acknowledged the information of the classes evaluation and agrees with publishing the report on the faculty website.

Vote: (23, 0, 0)

**Ad 5) Information of the election of the 3FM representatives for the AS UC**

Resolution: Every full-time employee of 3FM UC who holds an academic position, based on the law no. 111/98, and every student enrolled in the study programme at 3FM UC, have a right to vote and to be elected at the 3FM CU. Any further interpellation cannot be applied without the AS 3FM CU approval.

The employees who work at more parts of the UC can only vote at one faculty, and can choose the respective faculty. The same applies to the students enrolled at more than one faculty. They only vote at one faculty.

The postgraduate students who hold teaching positions can decide whether to vote as students or the academics. They will inform the election committee about their decision.

Vote: (21, 0, 2)

**Ad 6) Results of the vote per rollam – the date, place and time of the elections, the results of “Information of the study and the entrance tests procedure in 2012-13”**

Conclusion: The Academic Senate of 3FM UC

a) in accordance with no.1/ 2 of the election and procedure rules of AS UC, assigned the date, time and place of the elections of the 3FM UC representatives for the Academic Senate of the UC. The dates are following:

- November 9<sup>th</sup>, 2011 (Wednesday) from 10:00-16:30,
- November 10<sup>th</sup>, 2011 (Thursday) from 9:00-15:00;

Place: the Dean’s offices in the main building of 3FM UC, Ruská 87, Prague 10, room no. 223 – for the academic employees,

- the main building of 3FM UC, Ruská 87, Prague 10 – the entrance foyer – for the students.

b) in accordance with the no.8 article of the Election and procedure regulations of AS UC, the date of the possible repeated elections is November 22<sup>nd</sup> and 23<sup>rd</sup>, 2011.

Vote per rollam: (24, 0, 8).

Conclusion: AS 3FM UC approved by using the method per rollam documentation “Information of the study and entrance exam procedure in 2012-13”

Vote: (20, 1, 11).

**Ad 7) The resignation of MUDr. Peter Ivák from the post of the Vice-chairman of AS 3FM UC, and the election of a new Vice-chairman from the student representatives (senators).**

Conclusion: The newly elected Vice-chairman of AS 3FM UC is Patric Maďa, the 3rd year student of General medicine (tacit consent), on November 11<sup>th</sup>, 2011 (vote: 10, 0, 1).

**Ad 8) The information concerning the upcoming date for the elections of 3FM UC representatives for the Council of the Czech universities**

**Ad 9) Establishing rules for exams sign up and their cancellations by the students**

**Ad 10) Miscellaneous**

1. preparations for establishing the Fourth clinic of Haematology – Kozák,



Resolution: AS 3FM UC acknowledges the conclusion of the 27<sup>th</sup> session of AS 3FM UC, point 6, from November 9<sup>th</sup>, 2004, concerning the establishment of the Haematology clinic, approved by tacit consent.

2. financial means for science and research at UC – Bába,
3. the system of checking the study of the students – Trnka,
4. organisation of the conference “A change of the paradigm doctor-patient relationship in the present society” connected with the doctors’ campaign “Thank you, we’re leaving” – in the Blue lecture hall of the Carolinum, on October 21<sup>st</sup> and 22<sup>nd</sup>, 2011.

Next session of AS 3FM UC will be held on Tuesday, November 1<sup>st</sup>, 2011, at 2.30 pm (Jelínek’s lecture hall, the main building, 3<sup>rd</sup> floor).

Mgr. Marek Vácha, Ph.D. a.p.  
Chairman of AS 3FM UC

Minutes taken down by:  
Ing. Sádecká  
13 October, 2011

**Minutes of the Senate Session (no.8) of the Third Faculty of Medicine that took place on 1<sup>st</sup> November 2011 in Jelínek Hall, 3<sup>rd</sup> floor of FM CU, Dean's Office at 2.30p.m.**

Attendee: according to the attendance list

Excused: according to the attendance list

Guests: MUDr. David Marx, Ph.D., vice dean,

Doc. MUDr. Romana Šlamberová, Ph.D, vice dean

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking of the minutes from October 11<sup>th</sup> 2011
4. Information about preparation of the election of candidates of 3 FM CU to AS CU
5. Information about the session of AS CU from October 14<sup>th</sup> 2011 – Havrda, Grill
6. Election of one candidate of 3 FM CU to the Council of Higher Education Institutions
7. Election of student candidates of 3 FM CU to Students Chamber of CU
8. Quality of teaching – problems of teaching in connection with conclusions of evaluation - Vácha
9. Miscellaneous

**1) Opening**

Vácha stated that 22 senators were present, so the senate was quorate

**2) Agenda approval and appointment of the scrutineers.**

Scrutineers appointed: Bednář, Jonáš

**Resolution:**

AS 3FM CU approved the proposed agenda by tacit consent.

**3) Checking of the minutes from October 11<sup>th</sup> 2011**

All the senators received the minutes from the last meeting by email.

Báča commented on it and required a change in 9) par. 3 „Based on a disapproval of Báča with procedure applied to the election of a candidate ...“

„Based on the requirement of doc. Báča to have more time to nominate more candidates, Vácha asked senators to vote whether to vote in secret today or to chose more candidates and vote next time according to the time plan in Nov. 2011, in order AS 3FM CU meets the deadline for candidate announcement.

From last session of AS:

Marx informed the senate about the payment of tests on infectious staphylococcus required in home countries and about the way it was going to be performed. Students take it at the Department of Occupational Health.

**4) Information about a preparation of election to AS CU for the election period 2012-2015, the election committee**

**Resolution:**

AS 3MF CU agrees that till the announcement of the election, a chosen substitute could be a chairman or deputy if necessary. Number of members of the election committee remains unchanged.

21, 0, 1.

Candidates- academic employees

Doc. MUDr. Václav Báča, Ph.D.	Associate Professor at the Department of Anatomy	<a href="mailto:ontan.baca@lf3.cuni.cz">ontan.baca@lf3.cuni.cz</a>
MUDr. Radek Bartoška	Senior Lecturer at the Department of Orthopaedics and Traumatology	<a href="mailto:bartoska@fnkv.cz">bartoska@fnkv.cz</a>
MUDr. Klára Bernášková, CSc.	Senior Lecturer at the Department of Normal, Pathological and Clinical Physiology	<a href="mailto:kbernas@lf3.cuni.cz">kbernas@lf3.cuni.cz</a>
MUDr. Alena Doubková, CSc.	Senior Lecturer at the Department of Anatomy	<a href="mailto:alena.doubkova@lf3.cuni.cz">alena.doubkova@lf3.cuni.cz</a>
Doc. MUDr. Valér Džupa, CSc.	Associate professor at the Department of Orthopaedics and Traumatology	<a href="mailto:dzupa@fnkv.cz">dzupa@fnkv.cz</a>
MUDr. Josef Fontana	Lecturer at the Division of Biochemistry	<a href="mailto:onta.fontana@lf3.cuni.cz">onta.fontana@lf3.cuni.cz</a>
Doc. MUDr. Robert Grill, Ph.D.	Head of the Department of Urology	<a href="mailto:grill@fnkv.cz">grill@fnkv.cz</a>
MUDr. Martin Havrda	Senior Lecturer at the 1st Department of Internal Medicine	<a href="mailto:martin.havrda@tiscali.cz">martin.havrda@tiscali.cz</a>
Doc. MUDr. Milan Kment, CSc.	Associate Professor at the 2 <sup>nd</sup> Department of Internal Medicine	<a href="mailto:kment@fnkv.cz">kment@fnkv.cz</a>
Doc. MUDr. Tomáš Kozák, Ph.D.	Associate Professor at the 1st Department of Internal Medicine	kozak@fnkv
Prof. MUDr. Václav Mandys, CSc.	Head of the Department of Pathology	mandys@fnkv.cz
Doc. MUDr. Michal Otčenášek, CSc.	Associate Professor at the Department for Mother and Child Care in Prague Podolí	otcenasm@volny.cz
Doc. MUDr. Jitka Patočková, Ph.D.	Associate Professor at Institute of Pharmacology	jitka.patockova@lf3.cuni.cz
Doc. PhDr. Jana Přívratská, CSc.	Head of the Department of Foreign Languages	jana.privratska@lf3.cuni.cz

MUDr. Jan Trnka, Ph.D.	Senior Lecturer at the Division of Biochemistry	jan.trnka@lf3.cuni.cz
Mgr. Marek Vácha, Ph.D.	Head of the the Department of Ethics	marek.vacha@lf3.cuni.cz
MVDr. Ondřej Holešínský	Unknown, summons on the notice board	

## 6) Information from session of AS CU from October 10<sup>th</sup> 2011 – Havrda, Grill

## 7) Election of a candidate of 3 MF CU to The Council of Higher Education Institutions

Vácha informed voters about a change in secret vote- to circle one candidate on candidates list.

Academic senate elected election committee: Mandys-chairman, Kment -member, Jonáš - member (18, 0, 3).

### Results:

			Numbers of votes
Doc. MUDr. Václav Báča, Ph.D.	Associate Professor at the Department of Anatomy	Accepts his candidacy	6
Doc. MUDr. Marek Bednář, CSc.	Head of the Department of Medical Microbiology	Accepts his candidacy	4
Prof. MUDr. Pavel Kalvach, CSc.	Professor at Department of Neurology	Accepts his candidacy	2
Doc. MUDr. Miloslav Franěk, Ph.D.	Associate Professor at the Department of Normal, Pathological and Clinical Physiology	Accepts his candidacy	0
Doc. MVDr. Šimon Vaculín, Ph.D.	Associate Professor at the Department of Normal, Pathological and Clinical Physiology	Withdraws his candidacy	XXXXXXXXXXXXXX

Students elected their representatives to Students Chamber in The Council of Higher Education Institutions CU

The only candidate was Karel Frnka, a 2<sup>nd</sup> year student of general medicine.

Karel Frnka was elected a representative of 3FM CU students in Students Chamber of CU.

### Conclusion

Doc. MUDr. Václav Báča, Ph.D. was elected a new representative of AS 3 FM CU for the election period 2012 – 2014 in The Council of Higher Education Institutions.

Karel Frnka, a 2<sup>nd</sup> year student, was elected a representative of 3FM CU students in Students Chamber of CU.

## 8) Quality of teaching

## **9) Miscellaneous**

1. Long term target of the faculty
2. Interruption of the study by Sivert Brekke
3. Division of the budget result

## **Resolution**

**AS approves to use the rest of the budget > 744,525 CZK in reward fund in accordance with articles 12-16, appendix No. 8, Status of CU and Rector's regulation No. 35/2007, art.2, par.6 (20, 0, 2)**

**4. Assessing of the conference "Thank you, we are leaving"**

**5. Bad condition of Polák Hall**

**6. Problems of passing information in case of teacher's absence**

**Next session of AS 3FM CU will be held on Tuesday, 13<sup>th</sup> December 2011 at 2.30 pm in conference hall 223, 1<sup>st</sup> floor, Dean's office.**

Mgr. Marek Vácha, Ph.D..  
Chair of 3FM CU

Proofreading: Vácha, Kozák, Maďa  
Minutes taken down by: Ing. Sádecká  
Nov. 4<sup>th</sup>, 2011

**Minutes of the Senate Session of the Third Faculty of Medicine that took place in the Dean's Office conference room No. 223, Ruská 87, Praha 10, on 13 December 2011 at 14:30**

Attendee: according to the attendance list

Excused: see the attendance list

Guests:

**Session Agenda:**

- 1) Opening
- 2) Agenda approval and appointment of the scrutineers
- 3) Checking of the minutes of 1 November 2011
- 4) Changes in the composition of the Senate – adding new senators to the Student Chamber – thanks and welcome– Mgr. Vácha
- 5) Dean's information
- 6) Information on the outcome of the election of representatives to the AS CU
- 7) Information on PRVOUK– prof. Widimský
- 8) Information about the Session of the AS CU on 2 December 2011 – Havrda, Grill
- 9) Discussion/approval of the Strategic Plan of the Faculty
- 10) Merit scholarships - dr. Marx
- 11) Meeting of the Chairs of the AS of all medical faculties of the Czech Republic and Slovakia – Mgr. Vácha
- 12) Presentation of the activities of Trimed – Adam Stryko
- 13) Presentation of the activities of IFMSA – Klára Picková
- 14) Varia

**1) Opening**

Vácha stated that the 21 senators are present and the Senate is capable of quorum.

**2) Agenda approval and appointment of the scrutineers**

Elected scrutineers: Grill, Větrovská

Conclusion:

The proposed program was approved by tacit consent.

**3) Checking of the minutes of 1 November 2011**

The minutes from the session on 1 November 2011 were approved by tacit consent.

**4) Changes in the composition of the Senate – adding new senators into the Student Chamber– thanks and welcome– Mgr. Vácha**

Conclusion:

Student Chamber of the 3MF CU is complemented by Martina Šajdíková and MD.Kateřina Pokorná to the full number of members.

**5) Dean's information**

- a) accreditation for fields of habilitation procedures and procedures for the appointment of Professor
- b) Accreditation File of 3. LF UK,
- c) Strategic Plan for faculty – will be addressed separately in Section 7 of this meeting.
- d) Ethics Conference “Shifts of responsibility in medical professions” - reflection on campaign Thank you, we are leaving
- e) Information on programs PRVOUK and UNCE,
- f) Specialized training
- g) Inspection of the Accreditation Commission – 6 January 2012
- h) Quality of teaching and assessment of evaluation results

Conclusion:

AS 3FM CU took note of the Dean's information.

#### **6) Information on the outcome of the election of representatives to the AS CU for the term 2012-2015**

Senators Havrda, Grill - for academic staff,

Josef Fontana – PG student and David Šíla, student – for students.

Resolution:

The main electoral commission confirmed and certified process and results of elections of representatives of 3 AS FM CU into AS CU for the term 2012 – 2014. They are academic staff Havrda and Grill and students Fontana and Šíla.

#### **Ad 7) Information on PRVOUK - prof. Widimský**

Widimský informed the senators about a new system of financing science, striving for objectivity dependent on publishing activities. Methodology RIV points, cash flows at the national level. He used a graphical depiction to explain the distribution of funds in programs UNCE and PRVOUK designed to stabilize the young researchers. Program NÁVRAT supports the return of talented researchers working abroad.

Conclusion:

AS 3FM CU took note of the introduced information on PRVOUK.

#### **8) Information about the Session of the AS CU on 2 December 2011 – Havrda, Grill**

- State budget and contributions to education, efforts of the Rector to achieve an increase
- The appointment of the Council for Research and Innovation
- UNCE - 3rd Faculty of Medicine received 2 projects,
- Bill on university hospitals
- Outline of the Higher Education Act and outline of a bill of financial aid to students,

Conclusion:

AS 3FM CU took note of the introduced information on AS CU Session on 2/12 2011

#### **9) Discussion/approval of the Strategic Plan of the Faculty**

Resolution:

AS 3FM CU approved the strategic plan for faculty with formal comments, and added paragraph dealing with the social embedding of the faculty in the context of Czech society.

Vote: 24, 0, 0

#### **10) Merit scholarships - dr. Marx**

Resolution:

AS 3 FM CU, in accordance with Article 4, paragraph 6 of the University Scholarship Regulations agrees with the Dean's proposal to grant a scholarship for outstanding academic achievements in the academic year 2010/2011 in the amount of 9 450, - CZK.

Vote: 23, 0, 1.

#### **11) Meeting of the Chairs of Academic Senates of all medical schools from the Czech Republic and Slovakia – Mgr. Vácha**

Sliač, 17 and 18 November 2011

Conclusion:

AS 3FM CU took note of the delivered information about the meeting of Chairs of Academic Senates of medical schools from the Czech Republic and Slovakia.

#### **12) Presentation of the activities of Trimed – Adam Stryko**

Conclusion:

AS 3FM CU took note of presentation of the activities of TRIMED.

### **13) Presentation of the activities of IFMSA – Klára Picková**

Conclusion:

**AS 3FM CU took note of presentation of the activities of IFMSA.**

### **14) Varia**

- Maďa: Invitation to the traditional Christmas bowling at 18:00.
- Dean- Faculty events– Christmas concert – organised by doc. Kment – kostel Sv. Mikuláše, Staroměstské náměstí, Miloš Reichert, the priest utters the speech
- Dean: Wished everyone a nice end of the year
- Grill: Asked for the next meeting to specify job content of doc. Dlouhý
- Hugo: Invited all for Christmas party

In addition he pointed out that the study room for individual studying is also used for lessons scheduled in the timetable.

Dean – will check it by next meeting, this study room should not be used for regular lessons.

**Next meeting will take place in the Dean's Office conference room No. 223, on Tuesday, 10 January 2012 at 14:30.**

Finally Vacha thanked everyone and wished beautiful, happy and peaceful Christmas and looks forward to seeing all on the 10th January 2012.

Mgr. Marek Vácha, PhD  
Chair, AS 3FM CU

Proofreading: Vácha, Kozák, Maďa

Minutes taken by: Ing. Sádecká

14/12 2011



**Minutes of the Senate Session (no.10) of the Third Faculty of Medicine that took place on 10th January 2012 in a conference room 223, 2nd floor of 3FM CU, Dean's Office at 2. 30p.m.**

Attendee: according to the attendance list

Excused: according to the attendance list

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking of the minutes from December 13<sup>th</sup> 2011
4. Information of the Dean
5. Proposal to establish "4<sup>th</sup> Department of Internal Medicine-Department of Haematology"- doc. MUDr. Tomáš Kozák
  
6. Proposal to appoint doc. MUDr. Pavel Dlouhý vice dean for specialized education: Marek Vácha
  
7. Legislative intent of new higher education law
8. Miscellaneous

**2) Agenda approval and appointment of the scrutineers.**

Scrutineers appointed: Šajdíková, Kment

**Resolution:**

**AS 3FM CU approved the proposed agenda by tacit consent.**

**3) Checking of the minutes from December 13<sup>th</sup> 2011**

All the senators received the minutes from the last meeting by email.

**Proposal of senator Havrda to change the wording in 7) and 8)  
Required changes are printed in bold type.**

- **information on PRVOUK-** prof. Widimský

Widimský informed senators about new system of **institutional** financing of science at **CU from means received according to publication activity (RIV points)**. Methodology of RIV points, financial flows on nationwide level.

Using a chart, he explained distribution of finance **to programmes of university centres (UNCE) to support monographs, return of young scientists and mainly to support science at CU (PRVOUK). Part of the money will be used for overhead costs and depreciation.**

- Information from the session of AS CU from December 2nd 2011 – Havrda, Grill

- **planned higher education bill and bill concerning financial help for students**
- **universities sent a lot of comments and protest against the system**
- **in case of the second bill, Ministry of Education ignored cooperation with universities which is conceived an offence**
- **AS CU strictly protested against this procedure**
- **taking legal action due to violation is considered, proposed changes express political will**
- **both of planned bills are not acceptable for CU and it is necessary to prevent their passing**

**Resolution:**

**Minutes from Dec. 13th 2011 were approved by tacit consent with changes proposed by Havrda.**

**4) Information of the Dean**

- checking by the Accreditation committee from Jan. 6th 2012 post- graduate study
  - accreditation of Master´s programme at 3FM CU
  - session of the Scientific Board
- recounting of percentage according to RIV points at 3 FM CU (cardiology obtained the highest percentage 31%),
- budget evaluation- well -balanced- rewards were paid
- information of general manager of FNKV to merge the Institute of Medical Microbiology and Clinical Microbiology and Pathobiology to one institute Final proposal will be presented to senators by the Dean later.

**Conclusion**

**AS 3FM CU takes the information of the Dean into account.**

**5) Proposal to establish 4th Department of Internal Medicine- Haemeatology – doc. MUDr. Tomáš Kozák**

**Conclusion**

**AS 3FM CU takes the information about new Department of Internal Medicine- Haemeatology into account.**

**6) Proposal to appoint doc. MUDr. Pavel Dlouhý vice dean for specialized education: Marek Vácha**

**Resolution: AS 3FM CU recommends to the Dean to appoint doc. MUDr. Pavel Dlouhý vice dean for specialized education**

**(18, 0 ,1).**

**7) Legislative intent of new higher education law- news – MUDr. Martin Havrda**

**AS 3FM CU passed the following resolution:**

**AS 3FM CU asks the government of the CR to refuse Legislative intent of new higher education law and Legislative intent concerning financial help for students planned by Ministry of Education.**

**We consider higher education bill unacceptable attempt to increase governmental control over CU and other universities. We refuse the opinion of Ministry of Education that participation of students in decision making of autonomous university organs decreases quality of decision making and must be reduced. We consider the essential change in position of associate professors and professors proposed by the bill as well as changes of accreditation and control of quality of universities ill-conceived and in presented form very risky.**

**Question marks also remain over tuition. It is ill-conceived, baseless, and the bill was not discussed enough with university representatives.**

**AS 3FM CU is ready to join protests against both of the bills and acknowledges members of its presidium and representatives of the faculty in AS CU to join coordination of participation of 3 FM CU in protests in the framework of CU**

**(19, 0, 1).**

**8) Miscellaneous**

**1. Change of status of Hospital Na Bulovce a Thomayer Hospital**

**2. Use of the part of Vinohrady Hospital: implementation 2018 – 2020 – proposal of FNKV,**

**3. Keel thanked to faculty leaders for pre Christmas charity collection on the ground floor- clothes, food. Moreover Christmas dinner was organized for the elderly without families.**

**4. Dlouhý thanked to members of AS 3FM CU for confidence and stated that in case he was a vice dean appointed by the Dean, he would try not to be a disappointment. He said this would strengthen his position in treatments e.g. with Ministry of Health. If he was appointed, he would have to finish his membership in AS, he would like to attend sessions but as a guest.**

**Next session of AS 3FM CU will be held on Tuesday, 13<sup>th</sup> March at 2.30 pm in conference hall 223, 1<sup>st</sup> floor, Dean's office.**

**Mgr. Marek Vácha, Ph.D..  
Chair of 3FM CU**

Proofreading: Vácha, Kozák, Maďa  
Minutes taken down by: Ing. Sádecká Jan. 10<sup>th</sup> 2012

## **Minutes of the Senate Session (no.11) of the Third Faculty of Medicine that took place on 13<sup>th</sup> March in the Session Room of the Dean's Office**

Attendee: according to the attendance list

Excused: according to the attendance list

### **Session Agenda:**

1. Opening,  
    Congratulatory to Professor Beneš
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from January 11<sup>th</sup>, 2012
4. Information of the Dean
5. Report of the faculty finances in the year 2011 – Ing. Mužíková
6. Budget proposal for the year 2012 – Ing. Mužíková
7. Assigning doc. MUDr. Pavel Dlouhý as the Vice-dean for specialized education and finishing his activities in the AS, welcoming a new member of the AS
8. Report on the “Week of Unrest” and the students activities – Maďa
9. Miscellaneous
  - Invitation to the information seminar “Practice in evaluation of teaching students at the faculties of the Charles University”, etc.

### **Ad 1) Opening**

The session was opened by the Chairman of the AS, Vácha, who greeted the senators and guests.

20 senators were present at the opening, the AS was eligible to make decisions.

The chairman, Vácha, welcomed a new member of the AS, Mgr. Svobodová, who will replace Mr Dlouhý, assigned as the Vice-dean.

### **Ad 2) Approval of the session agenda, assigning the scrutineers**

The following points were added to the programme:

- a) **Project of the Central Laboratory – presented by the Dean**
- b) **Internal Haematology Clinic – the proposal for establishment – delivered by the Dean**

- c) **The differences in success rate of the students of the Czech and English programmes – delivered by MUDr. Fontana, as a guest of the AS 3FM**
- d) **The extension of the rental contract for the company Gastrocentrum (Vokřálová) for the following 5 years**
- e) **Change in the reporting person – MUDr. Fontana will inform about the “Week of Unrest”**

Conclusion:

**The programme of the session was completed with the proposed additional points and approved by tacit consent.**

The scrutineers elected were: **Mandys, Šafra**

#### **Ad 3) Checking of the minutes from January 11<sup>th</sup>, 2012**

**The minutes from January 11<sup>th</sup>, 2012 were approved by tacit consent.**

#### **Ad 4) Information from the Dean**

1. The position of 3FM in the evaluation charts, the presentation of comparison of the number of applicants, the number of accepted and enrolled students, the number of graduates, academic staff (professors, PhDs, Docs), the number of students in the English programme, the number of foreign students who participated in the international exchange at the faculty (among the medical faculties of CU);  
The number of RIV points based on last year's results.
2. The “Week of Unrest”
3. The ball of the 3FM CU
4. The Master's Programme General Medicine was accredited to the faculty for the following 10 years.
5. The accreditation documents for the programmes Public Health and Dental Hygiene had been returned for completion.
6. A minute silence was observed to pay respect to the deceased Professor Zatloukal, our colleague and an honest man.

#### **Ad 5) The report of the faculty finances in 2011 – Ing. Mužíková**

**Conclusion:**

**The proposed report of the faculty finances in 2011 was approved with no objections.**

Vote: (18, 0, 3).

**Ad 6) The budget proposal for the year 2012 – Ing. Mužíková**

**Conclusion:**

**The proposed 2012 budget of 331 785 million Czech crowns was approved with no objections.**

Vote: (16, 0, 5).

**Ad 7) The assignment of MUDr. Dlouhý as the Vice-dean for specialized education, his resignation from the post and finishing his activities in AS; welcoming the new member, Mgr. Hana Svobodová, to AS.**

**Ad 8) The report of the “Week of Unrest” and the students’ activities – presented by MUDr. Fontana, the Vice-chairman of AS CU, as the guest of the AS 3FM CU.**

**The current situation:**

The proposal for legislation was returned to the Ministry of Education, negotiations are being held, the representatives would like to discuss the basic principles and analysis for the upcoming 20 years. Both student groups are awaiting the negotiation results.

More information at: [www.studentskainiciativa.cz](http://www.studentskainiciativa.cz).

**Conclusion:**

**The AS 3FM CU acknowledged the report.**

**The points added to the session agenda:**

**Ad a) Project of the Central Laboratory – delivered by the Dean**

The documentation of the project had been sent to all the senators via e-mail, ahead of the session. The Dean introduces the project of merging departments and establishing the Central Laboratory. He suggested that the Central Institute of laboratory diagnosing will be found.

**Conclusion:**

**The proposal for establishing the Central Laboratory was approved by AS 3FM.**

Vote: (23, 0, 0).

**Ad b) Proposal for foundation of the Internal Haematology Clinic of the 3FM CU and the Faculty Hospital Královské Vinohrady – delivered by the Dean**

The documentation of the project had been sent to all the senators via e-mail, ahead of the session.

**Conclusion:**

**The AS approves the foundation of the Haematology Clinic.**

Vote: (23, 0, 0).

**Ad c) The differences in success rate of the students of the Czech and English programmes – delivered by MUDr. Fontana, as a guest of the AS 3FM**

The students of the English programme will meet Dr Trnka and Dr Fontana to discuss the problems on March 19<sup>th</sup>, 2012.

Vácha: Thanked for the report and mentioned that such problems should be rather dealt with by the study division.

**Conclusion:**

**The AS 3FM CU acknowledged the report.**

**Ad d) The extension of the rental contract - for the snack bar facility**

**Gastrocentrum**

**Conclusion:**

**The AS 3FM CU approved the 5-year extension of the rental contract for the snack bar facility with the current contractor.**

Vote: (16, 3, 2).

**Ad 9) Miscellaneous**

1. Invitation to the information seminar “Practice in evaluation of teaching students at the faculties of the Charles University” – Vácha
2. Keel invited all the members of the AS for the event “Running with those that can’t” with the accompanying programme, held on March 31, 2012. The senators received a written invitation. The famous sportsmen, such as Dominik Hašek and Pavel Nedvěd, will participate in the accompanying programme.

**Next session of the AS 3FM CU will be held at the conference room, 1<sup>st</sup> floor of the Dean’s offices, room no. 223, on Tuesday, April 10<sup>th</sup>, 2012, at 2.30pm.**

Mgr. Marek Vácha, Ph.D. a.p.  
Chairman of AS 3FM CU

**Minutes taken down by:**

Ing. Sádecká

March 16<sup>th</sup>, 2012





**Minutes of the Senate Session of the Third Faculty of Medicine that took place in the Dean's Office conference room No. 223, Ruská 87, Praha 10, on 10 April 2012 at 14:30**

Attendee: according to the attendance list

Excused: see the attendance list

Session Agenda:

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from 13 March 2012
4. Margaret Bertrand Award – doc. Patočková
5. Dean's information
6. Students' evaluation of education in winter semestr 2011/2012 – dr. Marx
7. Fees for extended study in 2012/2013 per rollam vote
8. Information on progress in discussion about higher educational law and financial help for students - Fontana, Maďa
9. Information on meeting of AS UK on 30 March 2012 - Fontana
10. Various
  - Information about the event „Running With Those That Can't“ - Keel

**Ad 1) Opening**

**Ad 2) Approval of the session agenda, assigning the scrutineers**

Conclusion:

**The proposed session agenda was approved.**

Vote: 19, 0, 0

**The scrutineers elected were: Mandys, Nováková**

**Ad 3) Checking the minutes from 13 March 2012**

Conclusion:

**The minutes from March 13, 2012 were approved by tacit consent.**

**Ad 4) Margaret Bertrand Award 2011 – doc. Patočková**

Conclusion:

**AS 3FM acknowledged the information about preparation, sources and further procedures leading to the award and entrusts doc. MUDr. Jitka Patočková to prepare the selection process for the May session of AS.**

**Ad 5) Information from the Dean**

- changes of timetable – termination of “The Cell” module, termination of “C” module, preparation of “A” module,
- current situation of management and conceptual activities – building of traumacenter, “vinmed”, perspectives
- prof. Krbec, doc. Župa and prof. Mandys are working on materials – foundation of centers of oncology and traumatology
- thanks to all who participated on activities during the “Week of Unrest”
- Rector’s Award for representation of the university 2011 – 3 FM students Scott Keel and Petr Oliva were awarded for project “Running with Those that Can’t” - the Dean expressed his thanks to the rewarded students

Discussion: Kment, Grill, Vácha, the dean,

- the issue of keeping record of working hours of academic staff at the faculty and hospital
- audits of working hours currently in progress
- preparation of university hospital, system of organisation, jurisdiction, possession etc. state of prepared documents for comment procedure

**Conclusion:**

**AS 3FM acknowledged the information from the Dean.**

**Ad 6) Students’ evaluation of the education in Winter semester 2011 – dr. Marx**

Dr. Marx informed the senators about the results of the evaluation. Evaluation committee discussed the outputs of the evaluation which are available in both chambers. Satisfactory return of questionnaires – about 50%

Discussion:

Mandys, Marx, Nováková, Beneš, Grill, Maďa, Havrda, the dean, Báča, Kalvach, Hugo,

- evaluation is accessible on the web pages of the faculty for anyone including defamatory comments
- use of appropriate vocabulary by students – Code of ethics for students
- dignity of teachers should not be affected – at least not on pages open for public,
- relativity of the evaluation with respect to the number of lectures, seminars and practices

- keeping of verbal evaluation, publishing it or not, keeping the original wording of the comments or adapting them by using appropriate vocabulary, limit the accessibility for users outside the faculty
- audio and videorecording, taking photos during lectures – when and under what conditions it is acceptable – consequences if students disobeys the teacher’s prohibition, to what should be paid attention
- students should have access to the presentations and teaching materials
- clear rules about what is acceptable during lessons must be given. If the teacher disapproves recording their wish should be respected. The teacher should be in control of what is appropriate during the lesson.
- single situations will be analysed and consulted with JUDr. Šustek. After that a clear understandable manual should be issued.

**Resolution:**

**AS 3FM acknowledged the information on evaluation of the education in winter semester 2011/2012 and approves publication of the evaluation on the closed web pages of the faculty (intranet) except the offensive, insulting comments.**

Vote: 19, 1, 3.

**Ad 7) Fees for extended study in 2012/2013 - per rollam vote**

Per rollam vote about the proposal took place from 23 to 29 March

Result of the vote: 21, 0, 11.

**Resolution:**

**AS 3FM approved the proposed directive “Fees 2012/2013” without reservations**

**Ad 8) Legislative intent of new higher education law and Legislative intent concerning financial help for students – report on the state of negotiations – Fontana, Mad’a**

Prime minister Nečas admitted that the proposals are not good. No other news so far, the government and the prime minister have been dealing with the government crisis, not the higher education reforms.

An amendment should be prepared: prof. Fiala, Mgr. Nantl, prof. Hálek

**Conclusion:**

**AS 3FM acknowledged the report**

**Ad 9) Information from AS CU session on 30 March 2012 – Fontana**

- the budget of CU has been approved as well as budgets for individual faculties
- situation in Dorms and students cafeterias – the Head has been replaced and the selection procedure for a new Head will be announced
- information about the “PRVOUK”

- university hospital – the Law will proceed to external comments

**Conclusion:**

**AS 3FM acknowledged the report**

**Ad 10) Miscellaneous**

- Vácha and Marx: protection of information about evaluation on the faculty website (was already settled on 11 April 2012 in the morning)
- Access to the electronic patients documentation for students
- MRSA testing – for compulsory practices it will be covered by the faculty
- JUDr. Šustek's lecture "What does the new health care law bring to the educational process at medical schools" takes place 25 April 2012 at 16:00 in Jonáš lecture hall
- Keel informed about the event "Running with Those Who Can't"
- Vácha congratulated Keel and Oliva (in absence) on getting the award
- Báča: reported on RVŠ – financial aid for development of universities, support of young teachers under 35 years of age, information on programs

**Next session of the AS 3FM CU will be held at the conference room, 1<sup>st</sup> floor of the Dean's offices, room no. 223, on Tuesday, May 15, 2012, at 2.30pm.**

Mgr. Marek Vácha, Ph.D. a.p.

Chairman of AS 3FM CU

Proofreading: Vácha, Kozák, Maďa

Minutes taken down by: Sádecká

11 April 2012



**Minutes of the Senate Session (no.13) of the Third Faculty of Medicine that took place on May 15<sup>th</sup> 2012 in the room 223, 2<sup>nd</sup> floor of 3 FM CU, Dean's Office at 2.30 p.m.**

**Programme:**

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking of the minutes from April 10th 2012
4. Information of the Dean
  
5. Application form PRVOUK + general economic plan of 3FM CU
6. Margaret Bertrand Prize 2011 –candidates presentation
7. Information on Students' Scientific Symposium– P. Maďa
8. Change of Lifelong learning regulations – Mgr. Vácha
9. Miscellaneous

**1) Opening**

The Chair Vácha opened the session and stated that 17 senators were present, so the senate was quorate

**2) Agenda approval and appointment of the scrutineers.**

The above mentioned programme of the session was sent to all senators as an invitation by email.

**Resolution:**

**Proposed agenda was approved.**

**Scrutineers appointed: Pokorná, Bednář**

**3) Checking of the minutes from April 10<sup>th</sup> 2012**

All the senators received the minutes from the last meeting by email.

**Resolution:**

**Minutes from the session of AS 3FM CU held on April 10<sup>th</sup> 2012 was approved by tacit consent.**

#### **4) Information of the Dean**

1. VINMED
2. Students' Scientific Symposium
3. Postgraduate students – programmes and conditions of the study
4. The intention to appoint doc. Čelko the Vice Dean for Foreign Affairs and Academic Mobility was discussed. Doc. Čelko agrees.
5. The Dean thanked to professor Kalvach for accompanying a deputation from a Chinese hospital
6. PRVOUK
7. New head of IT is dr. Kostrhun. (since May 15th)

#### **Conclusion :**

**AS 3 FM CU took the Dean's information into account.**

#### **5) Application form PRVOUK + general economic plan of 3 FM CU**

The Dean presented a chart depicting structuring and calculation prepared by dr. Hábová according to particular publications. The senators received the chart by email.

#### **Resolution:**

**AS 3 FM CU approved presented division of subsidies for the second half of 2012.**  
17, 0, 1.

#### **6) Margaret Bertrand Prize for the year 2011 – presentation of candidates**

Doc. Patočková announced five names of the 6th year students who were nominated for awarding Margaret Bertrand Prize (Bc. Jan Svítíl, Martin Holek, Alena Rytířová, Vojtěch Stralczyński, Hynek Bartoš). The other students who met the requirements of school results (together 13 students ) refused to participate in presentation. The other students presented themselves in the above mentioned order.

**After students presentations and discussion, the senators voted by circling one name of a chosen candidate.**

**21 votes were passed round and all of them were accepted as valid ones.**

Vote results: Bartoš – 6 votes, Svítíl: 5 votes, Holek: 3 votes, Stralczyński: 3 votes, Rytířová – 4 votes.

#### **Conclusion:**

**Hynek Bartoš was awarded Margaret Bertrand Prize for the year 2011.**

The Chair of the Senate asked the senators to vote whether to award the other candidates Honourable Mention of AS 3 FM CU

19,0,0.



The Chair of the Senate stated that five personalities participated in this competition. He announced the results and congratulated Hynek Bartoš and informed the others that they will be awarded Honourable Mention of AS 3 FM CU

**7) Information on Student's Scientific Symposium – P. Maďa**

As Maďa succeeded in SSS, doc Šlamberová informed the senators about the course and number of participants in SSS. There were three parallel sections. Materials will be published as proceedings- dr. Hábová is in charge of it. Doc. Šlamberová will publish the information on SSS in VITA NOSTRA

**Conclusion:**

**AS 3FM CU took the information into account.**

**8) Change of Lifelong learning regulations – Mgr. Vácha**

Material was sent to all senators by email. Vácha informed the senators on proposed changes of the material and they were assessed as unimportant for 3 FM CU. No one participated in a discussion.

**Resolution:**

**AS 3 FM CU approves proposed changes in Lifelong learning regulations without comments.**

20,0,0

**9) Miscellaneous**

Vácha congratulated Čelko on being appointed the Vice Dean.

Hugo asked a question concerning environmental issues: rubbish selecting, smoking.. Anděl claimed that there is a treatment with a firm carting away rubbish. This will be discussed at the session in June.

**Next session of AS 3FM CU will be held on Tuesday, 12<sup>th</sup> June 2012 at 2.30 p.m. in conference hall 223, 1<sup>st</sup> floor, Dean's office.**

Mgr. Marek Vácha, Ph.D..  
Chair of 3FM CU

Edited by:: Vácha, Kozák, Maďa  
Minutes taken down by : Sádecká  
May, 16th 2012



**Minutes of the Senate Session of the Third Faculty of Medicine that took place in the Dean's Office conference room No. 223, Ruská 87, Praha 10, on 12 June 2012 at 14:30**

Attendee and guests: according to the attendance list

Excused: see the attendance list

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking of the minutes of 15 May 2012
4. Dean's information
5. Revision of rules for organization of studies – dr. Marx
6. The Vesmír Prize – P. Maďa
7. Information on regular and special sessions of AS CU on 8 June 2012  
dr. Havrda
8. Miscellaneous

**1) Opening**

17 senators were present; the Senate was capable of quorum.

**2) Agenda approval and appointment of the scrutineers**

All senators received the list of agenda via email. Vácha repeated the items of the agenda. Havrda asked for discussing agenda item 7 prior to item 5 due to his work purposes.

**Conclusion:**

The proposed program was approved including the change mentioned above.

Elected scrutineers: **Větrovská, Kment**

**3) Checking of the minutes of 15 May 2012**

**Conclusion:**

The minutes from the session on 15 May 2012 were approved by tacit consent

Vácha notified that senators Šafra and Kľofat have finished their study and will be replaced by other students who will be addressed according to the order of the list of alternate members.

#### **4) Deans information**

1. The amendment to the existing Law on Higher Education.
2. Economy of the school
3. PRVOUK
4. New departments will be established as of 1 August 2012 (negotiated with MUDr. Zeman the head of FNKV hospital) They are the Institute of Laboratory Diagnostics and Internal Hematology Department. Doc Bednř will be appointed as the head of the Institute of Laboratory Diagnostics whereas doc. Kozřk will become the head of the Internal Hematology Department. Open competitions will be published for leading posts of the new departments.
5. According to the rector, the amount of money faculty receives for teaching Czech students will be reduced by 10%.
6. Thanks to all senators.

**Conclusion: AS 3FM CU took the information into account.**

#### **7) Information on regular and special sessions of AS CU on 8 June 2012 - dr. Havrda**

- the amendment to the Law on Higher Education
- the budget – preparation of the budget for the research in 2013,
- progress of the Law on university hospitals,
- Law on asylum policy,
- completion of the Scientific Council of CU (prof. Zima, doc. Matě, prof. Němeček, prof. Přebřň),
- completion of the Scientific Council of CERGE (doc. Jurajda, Dr. Źivic, Doc. Kajak).
- **the agenda of the special session was the approval of the funds allocation for PRVOUK**

**Conclusion:**

**AS 3FM CU took into account the information delivered by MUDr. Havrda, the deputy of 3FM in the AS CU.**

#### **5) Revision of rules for organization of studies – dr. Marx**

All senators received the information both via email and written on paper. The suggested changes are highlighted and senators can comment on them. Most of the changes focus on II part that adjusts course of study at the faculty

Proposed changes should correspond more with the reality as well as the accreditation file, as in art. 11 that leaves out thesis as a part of SRZk (State Rigorous Exam). Art. 17 defines the procedure of the matriculation oath and art. 18 and 19 specify management of credits and exams.

**Members of AS 3FM CU will send their comments to: [david.marx@lf3.cuni.cz](mailto:david.marx@lf3.cuni.cz) by 31 July 2012.**

Processing of the comments should be finished by the end of August; final version will be submitted to the Dean's Board and after that it must be approved by AS.

Other information:

- restructuring of the new curricula for 2<sup>nd</sup> and 4<sup>th</sup> year has almost finished,
- by 30 June nearly final versions of timetables should be available,
- teaching efficiency in the summer semester,
- new law on health care services,
- petition of 1<sup>st</sup> year students of the English curriculum will be handed this week to the Dean's board

Discussion: Hugo, Větrovská, Marx, Kalvach

The petition deals with taking records of lectures, numbers of scheduled exam dates, the fact that there are no sanctions when students do not appear for the exam and thus prevent other students from signing up for the dates. It also focuses on creating picture albums for some subjects, models and diagrams for better understanding of relations.

**Conclusion:**

**AS 3FM CU took it into account.**

#### **6) The Vesmír Prize**

Students chamber submitted the list of students of magister study who are eligible of awarding The Vesmír Prize

2<sup>nd</sup> year: Vojtěch Petr, Jiří Rejhart

3<sup>rd</sup> year: David Šíla, Vendula Štechová

4<sup>th</sup> year: David Mílek, Monika Větrovská

5<sup>th</sup> year: Jakub Miletín, Elizabeth Adenubiová

6<sup>th</sup> year: Jan Hugo, Kateřina Bezdíčková.

**Conclusion:**

**AS 3FM CU agrees that the listed students can be awarded the prize of the journal Vesmír in 2012**

Vote: 15, 0, 2

#### **8) Miscellaneous**

- Bednář informed about the results of the 6<sup>th</sup> year final knowledge test.
- **Marx informed that by 30 September 2012, senators will have to vote using the method per rollam about the material „Conditions for the entrance exam for the academic year 2013/2014”.**

**Next meeting will take place in the Dean's Office conference room No. 223, on 9 October 2012 at 14:30.**

Mgr. Marek Vácha, PhD  
Chair, AS 3FM CU

Proofreading: Vácha, Kozák, Maďa

Taken by: Ing. Sádecká

13 June 2012

**Minutes of the Senate Session (no.15) of the Third Faculty of Medicine that took place on October 9<sup>th</sup> 2012, in the room 223, 2<sup>nd</sup> floor of 3 FM CU, Dean's Office at 2.30 p.m.**

Attendee: according to the attendance list

Excused: according to the attendance list

**Programme:**

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking of the minutes from June 6<sup>th</sup>, 2012
  - Information on the change in the Students Chamber of AS- Vácha
  - Information of the Dean
  
  - Information on the study and entrance examination for the academic year 2013/14- results of per rollam voting
  
  - Rules for the organization of studies– Marx
  
  - Miscellaneous:  
information on honorary doctorate of prof. Braunwald- Vácha  
information on the opportunity to participate in a stay in Uganda- Vácha  
information on hiring of rooms- Vácha

**1) Opening**

The Chair Vácha opened the session and stated that 20 senators were present, so the senate was quorate.

**2) Agenda approval and appointment of the scrutineers.**

The above mentioned programme of the session was approved by tacit consent.

**Scrutineers appointed: Mandys, Nováková**

**3) Checking of the minutes from June 12<sup>th</sup> 2012**

**Resolution:**

**Minutes from the session of AS 3FM CU held on June 12<sup>th</sup> 2012 was approved by tacit consent.**

**4) Information on the change in Students chamber of the AS- Vácha**

Senators Šafra, Klofat a Tomášková finished their study. They were replaced by Adam Krátký, Edita Zeidlerova a Petra Lavříková.

**Conclusion :**

**AS 3 FM CU took the personal changes in Students chamber of AS into account.**

**5) Information of the Dean**

- The Dean thanked for the acceptance of Dr. Marx's material "Rules for the organization of studies.", the aim is to improve conditions for taking exams and credits for all the students.
- Module 2C is the past – evaluation results of oncology and infectology in the 3rd year of study have been positive.
- CU confers a honorary doctorate on prof. Braunwald. This was proposed by 3 FM CU and 1 FM CU. (Vácha commented on course of the ceremony. The course has been dignified. Prof. Braunwald appreciated the world reputation of prof. Widimský.
- He thanked the students for taking part in the ceremony. Their presence was highly appreciated by the Rector.
- Inauguration ceremony of prof. Rosina for the second period in his function of the Dean of the Faculty of Biomedical Engineering, CTU.
- Financial situation of the faculty– final outline of the budget will be known at the beginning of November.
- Vácha congratulated prof. Rosina.

Discussion: Hugo, the Dean, Čelko

Financial help to successful students organization as a result of the lowering of the grant allocated to stays abroad.

**Conclusion:**

**AS took the Dean's information into account.**

**6) Information on the study and entrance examination for the year 2013 – 2014 –vote result: per rollam – Vácha**

- 23 senators agreed with the proposal
- 9 senators did not vote,
- no senator refused the proposal

**Resolution:**



**AS 3FM CU approves the proposed material „ Information on the study and entrance examinations for the year 2013/14“**

**7) Rules for the organization of studies- Marx**

**Marx discussed particular chapters – conditions, dates, other rules for credits and exams.**

**He mentioned paragraph No. 16 on the transfer from English to Czech curriculum.**

**Discussion: none**

Marx thanked to all senators for their help with preparation of the material.

Vote: 12 + 11, 0, 0

**Resolution:**

**AS 3FM CU in accordance with article No. 10, paragraph 1, /B) Status of the faculty approves the Law amendment of the Rules for the organization of studies and entitles the Dean and the Chair of AS to present this Law amendment in AS CU.**

**8) Miscellaneous**

- **Information of the honorary doctorate of prof. Braunwald.** Vácha thanked the students for their presence, the ceremony was dignified and valuable.

**Conclusion:**

**AS 3FM CU took the information into account.**

**Opportunity to stay in Uganda– Vácha**

Vácha informed on the opportunity to stay in a hospital in Uganda. Coordinator: dr.

Matějtek, at present this is discussed with the Dean

**Conclusion:**

**AS 3FM CU took the information into account.**

- **Information on hiring of the rooms. Vácha**

This issue has been widely discussed by: Havrda, Kalvach, Kozák, Hugo, Beneš, Marx, Maďa, Grill, Vácha, Rosina, Báča, the Dean.

**Conclusion:**

**This issue will require to establish clear regulations, to work out a detailed questionnaire for applying subjects. Nevertheless, this is not an issue of AS.**

- **News on the English website: Hugo**

This section is chaotic, not organized according to the latest date, unclear.

Dean: There is a new head of IT, there must be a change.

**Next session of AS 3FM CU will be held on Tuesday, 13<sup>th</sup> November 2012 at 2.30 p.m. in conference hall 223, 1<sup>st</sup> floor, Dean's office.**

Mgr. Marek Vácha, Ph.D.

Chair of 3FM CU

Edited by: Vácha, Kozák, Maďa

Minutes taken down by : Sádecká

October 22<sup>nd</sup> 2012

**Minutes of the Senate Session (no.16) of the Third Faculty of Medicine that took place on 13<sup>th</sup> November, 2012, in the Session Room of the Dean's Office, room 223, building of 3<sup>rd</sup> FM CU, Ruská 87, Praha 10, at 14:30**

Attendee: according to the attendance list

Excused: according to the attendance list

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from October 9<sup>th</sup>, 2012
4. Information of the Dean
5. Proposal of the bonus distribution from the faculty funds - Vácha
6. Releasing the study materials used in classes – Marx
7. Completion of member election for disciplinary committee – Vácha
8. Proposal to establish a social committee of AS – Maďa
9. Rules for using lockers at the faculty building – Vácha
10. Items removed from inventory - Vácha
11. Information on Guadeamus exhibition – Mada
12. Miscellaneous  
Election of the Miss Charles University – Adenubiová

**Ad 1) Opening**

The session was opened by the Chairman of the AS, Vácha, who greeted the senators and guests.

26 senators were present at the opening, the AS was eligible to make decisions.

**Ad 2) Approval of the session agenda, assigning the scrutineers**

**Conclusion:**

**The programme of the session was approved by tacit consent.**

The scrutineers elected were: **Větrovská, Kment**

### **Ad 3) Checking of the minutes from October 9<sup>th</sup>, 2012**

#### **Conclusion:**

**The minutes from October 9<sup>th</sup>, 2012 were approved by tacit consent.**

### **Ad 4) Information from the Dean**

1. a problem of locker occupancy at the faculty entrance hall and students not clearing them on time,
2. the presentations showed (projected) in classes and their wide release for students' free use,
3. equal opportunities in research of different fields,
4. an audit of all contracts and their subjects who have valid contracts,
5. applications for scholarship – after the discussion in the Collegium, the students decided to suggest establishing a social fund – for granting scholarships, etc.,
6. salaries and faculty finances,
7. an extension of doctoral programmes accreditation, full or part-time forms in the Czech and English languages - planned until 31. 12. 2020,
8. taking over the vacant building, space and lots, as long as the project of Trauma Centre will take place, a more detailed idea about financing the project by RUK, as a new project that will allow to finance many other similar projects (common laboratories, building renovation, etc.), the objective is to participate in such a project - the work for future generations – will take place in 2018 or later;
9. expressing thanks to students for activities as “smoke free party” and others,
10. a letter of thanks from Professor Braunwald – expressing thanks and admiration for Professor Widimský and our faculty,
11. professor Dr. Pomahač promised to meet with our students (asked to have our faculty tie), but as he is rather occupied, there has not been an exact date negotiated,
12. the amendment no. 4 – to increase doctorate scholarships (PhD).

**Conclusion: AS 3FM CU acknowledged the information from the Dean.**

**Discussion:**

Kalvach, Trnka - recommended to pay a close attention to the subjects with not very clear ownership structures, as long as the faculty has a contract with them.

Dean – it is an obligation of the faculty to know structures of the companies paid from the public funds, but also the companies which have already been contracted will undergo audit; further, it is necessary to pay close attention when contracting new companies.

**The conclusion to ad 12) – the text of amendment no. 4 to the Dean’s regulation no. 14/2006:**

**Vote: (26, 0, 1)**

**AS 3FM CU agreed on the text of amendment no. 4 to the Dean’s regulation no. 14/2006 specifying the amount paid and rules for providing scholarships for the students of doctorate programmes in compliance with effect of the Rector’s directive no. 13/2012, as following: in effect from 1. 1. 2013, the amount of the doctorate scholarship will be 6.200,-Kc monthly, in the second and third, additionally in the fourth year of the full-time enrolment, 7.500,-Kc monthly.**

**Ad 5) Proposal of the bonus distribution from the faculty funds - Vácha**

**Conclusion: AS 3FM CU acknowledged the proposal that the economic outcome of 1.044.989,-Kc will be fully transferred to the bonus fund.**

**Vote: (26, 0, 1)**

**Ad 6) Wide release of materials used in classes – Marx**

He mentioned that there arise situations when professors show electronic presentations in classes, and are not willing to release them for students’ free use later.

They object that students will not attend classes and additionally, they might be breaking intellectual property rights applying to such materials.

Concerning this problem, there will be published a specific regulation of the Dean which will specify that the professors are not obliged to release materials or their parts which include information possibly identifying specific patents, and further, materials or their parts which contain results of a research that have not been published.

**Discussion:** Kalvach, Báča, Tvrdek, Havrda, Hugo, Grill, Marx, the Dean, Mandys

**Conclusion:**

**The AS 3FM CU acknowledged the report for the proposal for the Dean’s regulation “Wide release of materials used in classes.”**

### **Ad 7) Completion of member election for the disciplinary committee – Vácha**

#### **Resolution:**

**Vote** – (26, 0, 1)

AS 3FM UC approves completing the members of disciplinary committee by Patrik Maďa. Additionally, they agree with two backup student members, elected were Vendula Šlechtová and Jakub Švec.

### **Ad 8) Proposal for establishing a social committee**

The Chairman of the Students' Association proposed to AS that the payments from the scholarship fund – the payments for the extracurricular activities – should be handled by students themselves. Based on their proposal, there should be assigned a five-member committee of AS, including 1 student from the bachelors' programme and one from the English programme.

The committee would meet as frequently as needed.

#### **Discussion:** Havrda, Ivák, Grill, Marx, Beneš, Kozák

- the committee should follow certain criteria, e. g. example application forms on the website,
- the committee should also include members of older age and more experienced,
- there should exist an authority responsible for assigning the members – the Dean or AS

**Conclusion:** Maďa will propose a list of member candidates, and prepare an outline defining who will assign the members and the extend of committee work at the December session.

### **Ad 9) Rules for using lockers at the faculty building – Vácha**

Vácha read a letter from the secretary of the faculty regarding the need to solve a problem caused by students who do not clear the lockers at the entrance hall of the faculty. The secretary sent an e-mail message to all the students to inform them about the situation.

**The AS 3FM CU acknowledged the report of Ing. Mužíková and the e-mail message resulting from the situation.**

### **Ad 10) Items removed from inventory – Vácha**

The members of AS 3FM CU were informed about the proposal of the Head of the Anatomy department for a partial change of the Dean's regulation no. 1/2009, concerning the demands for removing items from inventory and assigning responsible personnel, which was addressed to the Dean.

AS 3FM CU learnt the answer of Ing. Mužíková, who turned down the proposal and suggested to transfer the responsibility for such activities to economic (utility) departments of the respective specialised departments.

The senators Báča and Trnka objected, suggesting that an economic staff member should be in charge of such a job rather than academic staff member.

**Conclusion:**

**The call for change of the Dean's directive no. 1/2009 was acknowledged by the AS 3FM CU without any suggestions to change the present situation.**

**Ad 11) Information on Gaudeamus exhibition – Mad'a**

Mad'a informed about the course of the exhibition. He considered it a very successful event, the best promotion stand of all medical schools. Our representatives opted for the direct contact with applicants for the study, sharing their experience, emphasising the fact that the objective of 3FM from the beginning of the study programme in 1<sup>st</sup> year concentrates on clinical study. The representatives of 3FM will make a list of the FAQ. Unfortunately, the students lacked a sufficient amount and variety of the promotional items that could be produced by the faculty for the next time.

**Conclusion:**

**The AS 3FM CU acknowledged the information about the exhibition Gaudeamus.**

**Ad 12) Miscellaneous**

**1. Information about the beauty contest Miss Charles University – Adenubiová**

The members of AS 3FM CU learnt from Adenubiová the dates when Miss UC will be announced. She will represent the faculty competing with in the last round with other eight candidates for the winner. She mentioned the websites, (e. g. [www.missuk.cz](http://www.missuk.cz)), informing about the finals that will take place on 29 November. She invited the present and announced that there will be a surprise part of the election. All the cost is covered by the sponsors.

**2. Information about student activities**

Větrovská informed about organising a St. Nicholas Party – sweets collection for a children's home. It will take place on December 5 – everybody is warmly welcome.

**3.** Kalvach pointed out at the relationship of the Ministry of Health and insurance companies, and the harm caused by a large number of the insurance companies in existence. He further mentioned that regarding the organization of a university hospital, we are far from normal – the numbers of beds at clinics are not sufficient for the teaching needs. Very often, only one candidate applies to participate in an open selection process for a leading position, and it can cause a poor choice. Political sponsors are not interested in the management, we ourselves should come up with ideas and rules how things should work, and try to put them in practice and challenge them even further.

The Dean observed that he was sure such topics will be discussed at the meeting of the medical schools, taking place in Olomouc, on November 15<sup>th</sup> and 16<sup>th</sup>.

#### **4. Teaching load**

Mandys noted the lasting problem with a selection process for the applicants for the assistant lecturer positions, as there is a lack of interest in these jobs. He asked about the results of a survey of teaching load which were supposed to review the number of classes taught by individual professors (lecturers), and stating an optimal number of teaching staff.

#### **5. Current updates on solving issues addressed in the previous sessions**

The senator Hugo enquired about the situation regarding solving problems, such as recycling of paper and plastic, problems with smoking on hospital premises, etc – wanting to know what has been done to improve these problems.

#### **Conclusion:**

**The AS 3FM CU acknowledged all the information from the section “miscellaneous.”**

**Next session of the AS 3FM CU will be held at the conference room, 1<sup>st</sup> floor of the Dean’s offices, room no. 223, on December 11, 2012, at 2.30pm.**

Mgr. Marek Vácha, Ph.D. a.p.

Chairman of AS 3FM CU

**Comments:** Vácha, Kozák, Maďa

**Minutes taken down by:**

Ing. Sádecká

November 16<sup>th</sup>, 2012





**Minutes of the special meeting of the Academic Senate of the Third Faculty of Medicine that took place on 20 th February 2013 at 2.30 p.m. in the Session Room 223 of the Dean’s Office, 2<sup>nd</sup> floor of 3 FM CU**

Attendee: according to the attendance list

Excused: according to the attendance list

**1) Opening**

The Chair Vácha opened the session and stated that 18 senators were present, so the senate was quorate.

**2) Agenda approval and appointment of the scrutineers.**

Only one issue was on programme “General principles of the PRVOUK financment at the 3rd Faculty of Medicine, Charles University in Prague)

The above mentioned programme of the session was approved by tacit consent.

**2) Agenda approval and appointment of the scrutineers.**

**Scrutators appointed: prof. Beneš, Větrovská**

At the beginning of the session the Dean commemorated three significant people who died recently - prof. Fára, prof. Víšek (former Dean of the faculty), prof. Barták.

Senators commemorated them by a moment of silence.

The Chair Vácha let vote on the possibility to participate in the discussion on the issue by all people present, i.e. also by the guests.

**Vote: 18, 0, 0.**

**General principles of the PRVOUK financment at the 3rd Faculty of Medicine, Charles University in Prague**

The Dean delivered a speech on the issue – allocation of finance for science and research. This concerns the principles of assessment and financment of PRVOUK at FM3 CU.

Prof. Widimský then presented the development of RIV points in previous 4 years. He compared it with 2FM and introduced some methodological principles valid at CU. He presented two proposals to be discussed at the session:

- to approve general principles for the period of 4 years, in accordance with them financial means will be allocated,
- to approve financial means for 2013 a then to approve it for each following year.

These people took an active part in the discussion: prof. Mandys, the Dean, prof. Widimský, prof. Beneš, prof. Hromadníková, MUDr. Trnka, Doc. Báča and prof. Rokyta. Questions concerning financing of investments, salaries, use of 25% which belongs to the Dean to allocate, etc. Discussion was lead by the Chair Vácha.

From the proposals presented the senators agreed on voting on the approval of the long term rules and agreed on the following:

**resolution:**

AS of 3FM CU approved on the following principles of financement PRVOUK for the whole time of its duration supposing that there is no significant change in the financing of CU as this could result in a reassessment of the below mentioned principles:

**Principles of financing PRVOUK at 3FM CU:**

1. Financial means are allocated with regard to real publication activity in the previous period.
2. There should be a continuity in successful research teams.

**The way of calculation of financial subsidy for each following year:**

1. Total financial subsidy at 3FM CU for PRVOUK will be allocated proportionally according to regularly presented publication activity (without recounting).
2. Methods of assessment of publication will be identical with methods used by the state (CU), according to which subsidy is allocated to CU (faculty)
3. **Vote: 15, 0, 3.**

**Next session of AS 3FM CU will be held on March 12<sup>th</sup>, at 2.30 p.m. in conference hall 223, 1<sup>st</sup> floor, Dean's office.**

Mgr. Marek Vácha, Ph.D.

Chair of 3FM CU

Edited by: Vácha, Kozák, Maďa

Minutes taken down by: Sádecká

Feb. 21<sup>st</sup>, 2013

**Minutes of the special meeting of the Academic Senate of the Third Faculty of Medicine that took place on 2<sup>nd</sup> March 2013 at 2.30 p.m. in the Session Room 223 of the Dean's Office, 2<sup>nd</sup> floor of 3 FM CU**

Attendee: according to the attendance list

Excused: according to the attendance list

**1) Opening**

The Chair Vácha opened the session and stated that 18 senators were present, so the senate was quorate.

**2) Agenda approval and appointment of the scrutineers.**

Only one issue was on programme "General principles of the PRVOUK financment at the 3rd Faculty of Medicine, Charles University in Prague)

The above mentioned programme of the session was approved by tacit consent.

**2) Agenda approval and appointment of the scrutineers.**

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At the beginning of the session the Dean commemorated three significant people who died recently - prof. Fára, prof. Víšek (former Dean of the faculty), prof. Barták.

Senators commemorated them by a moment of silence.

The Chair Vácha let vote on the possibility to participate in the discussion on the issue by all people present, i.e. also by the guests.

**Vote: 18, 0, 0.**

**General principles of the PRVOUK financment at the 3rd Faculty of Medicine, Charles University in Prague**

The Dean delivered a speech on the issue – allocation of finance for science and research. This concerns the principles of assessment and financment of PRVOUK at FM3 CU.

Prof. Widimský then presented the development of RIV points in previous 4 years. He compared it with 2FM and introduced some methodological principles valid at CU. He presented two proposals to be discussed at the session:

- to approve general principles for the period of 4 years, in accordance with them financial means will be allocated,
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These people took an active part in the discussion: prof. Mandys, the Dean, prof. Widimský, prof. Beneš, prof. Hromadníková, MUDr. Trnka, Doc. Báča and prof. Rokyta. Questions concerning financing of investments, salaries, use of 25% which belongs to the Dean to allocate, etc. Discussion was lead by the Chair Vácha.

From the proposals presented the senators agreed on voting on the approval of the long term rules and agreed on the following:

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1. Total financial subsidy at 3FM CU for PRVOUK will be allocated proportionally according to regularly presented publication activity (without recounting).
2. Methods of assessment of publication will be identical with methods used by the state (CU), according to which subsidy is allocated to CU (faculty)
3. **Vote: 15, 0, 3.**

**Next session of AS 3FM CU will be held on March 12<sup>th</sup>, at 2.30 p.m. in conference hall 223, 1<sup>st</sup> floor, Dean's office.**

Mgr. Marek Vácha, Ph.D.

Chair of 3FM CU

Edited by: Vácha, Kozák, Maďa

Minutes taken down by: Sádecká

Feb. 21<sup>st</sup>, 2013

**Minutes of the Senate Session (no.19) of the Third Faculty of Medicine that took place on 9<sup>th</sup> April 2013, in the Syllaba hall, building of 3<sup>rd</sup> FM CU, Ruská 87, Praha 10, at 14:30**

Attendee: according to the attendance list

Excused: according to the attendance list

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from March 12<sup>th</sup>, 2013
4. Information from the Dean
5. Evaluation of classes in the winter semester 2012-2013
6. Proposal of the operational budget of 3<sup>rd</sup> FM CU
7. Technical condition, common maintenance and investment in the property of FNKV, leased for the faculty classes – lease contract – doc. Bednář
8. Miscellaneous

**Ad 1) Opening**

The session was opened by the Chairman of the AS, Vácha, who greeted the senators and guests.

17 senators were present at the opening, the AS was eligible to make decisions.

**Ad 2) Approval of the session agenda, assigning the scrutineers**

**Conclusion:**

**The proposed programme of the session, including the added points concerning evaluation of classes in the winter semester 2012-2013 and support of the Trimed, was approved.**

**Vote: (17, 0, 0)**

The scrutineers elected were: **Krátký, doc. Grill**

### **Ad 3) Checking of the minutes from March 12<sup>th</sup>, 2013**

#### **Conclusion:**

**The minutes from March 12<sup>th</sup>, 2013 were approved by tacit consent.**

### **Ad 4) Information from the Dean**

1. building of the laboratories complex – for pathology and anatomy,
2. the scientific structure of the faculty,
3. the Prague Half Marathon – words of thanks to S. Keel and P. Oliva, all media reported about 3<sup>rd</sup> FM CU - gaining publicity for the Charles university and importantly for 3<sup>rd</sup> FM CU;
4. the growing number of applicants for the study at the 3<sup>rd</sup> FM CU,
5. marking the 60<sup>th</sup> anniversary of the faculty foundation.

### **Ad 5) Evaluation of classes in the winter semester 2012-2013**

#### **Conclusion:**

**The AS 3FM CU acknowledged the report on the evaluation of classes in the winter semester 2012-2013 and agrees with its publication on the faculty website with limited access.**

**Vote: (17, 0, 0)**

### **Ad6) Proposal of the operational budget of 3<sup>rd</sup> FM CU for the year 2013**

**– Ing. Mužíková**

The senators obtained the proposal ahead of the session via e-mail. The secretary of the faculty submitted a proposal of the balanced budget for the year 2013 that is 371.657 Kc; accompanied by the actual financial results from the previous three years.

The greatest expenses are personnel expenses, similarly to the previous years, that make up 68.4% of the all budget expenses.

The two thirds of the income result from the grants for education and research. The fees (especially tuition fees from the private payers) are planned to reach one fourth of the total income of the faculty.

The senators acknowledged the methodology of the structure and were explained the significant changes (expenses for representation, depreciations).

Discussion: Kozák – the tax rate problem of the discussed taxes

**Conclusion: AS 3FM CU approved the budget of the faculty for the year 2013, as proposed by the secretary of the faculty with no objections.**

**Vote: (17, 0, 0)**

**Ad 7) Technical condition, common maintenance and investments in the property of the FNKV which is leased for the faculty classes – lease contract – doc. Bednář**

Doc. Bednář drew attention to the “bleak” condition of the teaching facilities in the pavilion K after the complete reconstruction, one week before the final building approval. The windows have been replaced in the patients’ department, but there have not been any visible changes to the teaching facilities (e.g. the old windows are left, so are the lights which make noise, the floor has not been repaired etc.)

The FNKV invests in its health care section, but does not want to invest in the teaching facilities.

The Dean explained that the financial participation of the faculty has no legal basis, and it is impossible to increase the value of another party’s property. The new law on university hospitals will define the situation.

The Dean and the director of the FNKV will have to reach an agreement in order to solve the situation.

**Conclusion:**

**AS 3FM CU appeals to the Dean to negotiate with the director of the FNKV in order to solve the situation so the faculty would benefit from it.**

**Vote: (17, 0, 0)**

**Ad 8) Miscellaneous**

**- Ad3) Completion of the Student Chamber of AS – Mgr. Vácha**

- welcoming of a new member – MUDr. Tereza Báčová,

**- activities of the Trimed and application for support of the organization - Větrovská**

**No discussion**



**Conclusion:**

AS 3FM CU learnt the information about activities of the Trimed (the student organization of 3<sup>rd</sup> FM CU) at the session on December 11<sup>th</sup>, 2012. The activities of the Trimed contribute to the cultural and social life at 3<sup>rd</sup> faculty, promoting good reputation of the faculty. AS 3FM CU supports the organization and yields its further growth.

**Vote: (16, 0, 1)**

**Next session of AS 3FM CU will be held on May 21, 2013, at 2:30 pm. The meeting room to be confirmed before the session.**

Mgr. Marek Vácha, Ph.D. a.p.

Chairman of AS 3FM CU

**Comments:** Vácha, Kozák, Maďa

**Minutes taken down by:**

Ing. Sádecká

April 11<sup>th</sup>, 2013

**Minutes of the Senate Session (no.21) of the Third Faculty of Medicine that took place on 11<sup>th</sup> June 2013, in the room no. 223, building of the 3<sup>rd</sup> FM CU, Ruská 87, Praha 10, at 14:30**

**Attendee:** according to the attendance list

**Excused:** according to the attendance list

**Session Agenda:**

- 1) Opening
- 2) Agenda approval and appointment of the scrutineers
- 3) Checking the minutes from May 21<sup>st</sup>, 2013
- 4) Information from the Dean
- 5) Introducing the candidates for the new Rector
- 6) Announcement of the Academic Senate Election of 3<sup>rd</sup> FM CU
- 7) Miscellaneous

**Ad 1) Opening**

The session was opened by the Chairman of the AS, Vácha, who greeted the senators and guests. 17 senators were present at the opening, the AS was eligible to make decisions.

**Ad 2) Approval of the session agenda, assigning the scrutineers**

Conclusion:

The proposed programme of the session was approved by tacit consent.

The scrutineers elected were: **MUDr. Havrda, Šajdíková**

**Ad 3) Checking of the minutes from May 21st, 2013**

There were no objections.

Conclusion:

The minutes from May 21<sup>st</sup>, 2013 were approved by tacit consent.

**Ad 4) Information from the Dean**

1. greeting of the three special guests – the candidates for the new Rector,
2. information about the letter addressed to the director of the hospital FNKV – purchase of a building lot (land),
3. information about the negotiation with the director of the SZÚ,
4. awarding the epidemiologist Karel Raška (smallpox eradication),
5. a letter to Professor Samcova – evaluation of the tests and change of the evaluation criteria,

6. increase in financial evaluation of the teaching students – a proposal of the Dean for Study (up to 70%),
7. arrangements for the graduation ceremony.

Discussion: There was no discussion about the information from the Dean.

Conclusion:

The AS 3FM CU acknowledged the information from the Dean.

## **Ad 5) Introduction of the Rector Candidates**

**The candidates for the position of the Rector were introduced in the following order:**

- Professor MUDr. Tomáš Zima, DrSc., MBA – the Dean of the 1<sup>st</sup> FM CU in the years 2005-2011, the Institute of Medical Biochemistry and Laboratory Diagnostics of the 1<sup>st</sup> FM CU and General University Hospital,
- Professor PhDr. Stanislav Štěch, CSc. – the Vice-rector of the CU for development,
- Professor PhDr. Michal Stehlík, PhD – the Dean of the Philosophical Faculty CU.
- 

In order to introduce their work priorities, if elected, the candidates dealt with the following topics:

- science at top level and its financing, development of infrastructure in Prague,
- the number of the medical faculties within the CU and their importance,
- more active attitude of the faculties concerning the whole university issues,
- experience and further direction of the project PRVOUK,
- the relationship of the CU management with the faculties,
- targeting the young people and cooperation with the graduates,
- the problem of university hospitals,
- the problem of opened/closed procedures – e. g. habilitation and professor assignments,
- presenting the university to the public,
- the level of the university management and the quality of the centralized activities,
- the need for the unified IT system, reasonable use of the EU grants, transparency,
- the number of students in the various study programs within the university,
- an outline for development of the university.

**Conclusion:**

**The AS 3FM CU acknowledged the presentations of the individual candidates for the University Rector.**

## **Ad 6) Announcing the election for the AS 3FM CU**

Resolution:

The AS 3FM CU

- a) according to the Article 1, section 1 and Article 4 of the Election and rules of procedure, the AS of the 3FM CU set the date, time and place of the Election for the AS of the 3FM CU as following:  
November 4<sup>th</sup>, 2013, Monday – 10:00-16:00,  
November 5<sup>th</sup>, 2013, Tuesday – 9:00 – 15:00.

The place of election:

- the building of the 3FM CU, Ruská 87, Prague 10 – the conference hall no. 223 - for academic staff
- the building of the 3FM CU, Ruská 87, Prague 10 – the lobby of the faculty - for students,

- b) according to the Article 1, section 2 of the Election and rules of procedure of the 3FM CU, the date of the repeated election would be:  
November 11<sup>th</sup>, 2013, Monday – 10:00 – 16:00,  
November 12<sup>th</sup>, 2013, Tuesday – 9:00 – 15:00.  
Alternatively:  
November 18<sup>th</sup>, 2013, Monday – 10:00 – 16:00,  
November 19<sup>th</sup>, 2013, Tuesday – 9:00 – 15:00.

Resolution:

The AS of the 3FM UK agreed that the Election Commission of the AS will consist of the following assigned academic staff members, including the substitutes and the assigned recording secretary.

**The members of the Election Commission – academic staff:**

- MUDr. Jolana Rambousková, CSc., Department of Nutrition,
- MUDr. Alena Doubková, CSc., Department of Anatomy,
- MUDr. Jana Dáňová, PhD, Department of Epidemiology.

**The substitute members – academic staff:**

- Mgr. Lenka Rossmeislová, PhD, Department of Sport Medicine,
- Mgr. Katarína Kološtová, PhD, Division of Cell Pathology,
- MUDr. Eva Maňáková, PhD, Department of Histology and Embryology.

**The members of the Election Commission – students:**

- David Šíla, 4<sup>th</sup> year of the General medicine program,
- Jakub Mikeš, 4<sup>th</sup> year of the General medicine program,
- Patrik Maďa, 3<sup>rd</sup> year of the General medicine program.

**The substitute members – students:**

- Petra Hřebcová, 5<sup>th</sup> year of the General medicine program,
- Jana Petrová, 5<sup>th</sup> year of the General medicine program,
- Anna Dragonová, 4<sup>th</sup> year of the General medicine program,
- Vojtěch Kašpar, 4<sup>th</sup> year of the General medicine program.

**The recording secretary:**

Ing. Sádecká, Secretary of the AS of 3FM CU.

**Vote: 22, 0, 0.**

**Ad 7) Miscellaneous**

1. The award of the magazine Vesmír (Space) for the year 2013.

Conclusion:

The AS of 3FM CU agrees that the senators will chose the candidates who meet the requirements, and will propose them to the Study Division, using the method per rollam. Then these students will receive the award of the Vesmír magazine for the year 2013.

Vote: 22, 0, 0.

2. The senator Pia Zacher successfully graduated and will be replaced by the student Barbora Maxová in the AS.

3. The Dean informed about celebrating the 60<sup>th</sup> anniversary of the faculty foundation and invited the attendees to the Ceremonial Session, held on October 3<sup>rd</sup>, 2013, at 17:00, at the Carolinum Hall.
4. Further, the Dean informed about the negotiations with the director of the SZÚ: a party tent will be built to celebrate the 60<sup>th</sup> anniversary of the faculty foundation on the facility of the SZÚ, and will be used in co-operation with the Trimed organization to provide informal entertainment during one weekend.

**Conclusion:**

The AS 3FM CU assigned the Board of the AS in order to handle general matters during the summer holidays.

**Next session of the AS 3FM CU will be held at the conference room, 1<sup>st</sup> floor of the Dean's offices, room no. 223, on October 8<sup>th</sup>, 2013, at 2.30pm.**

Mgr. Marek Vácha, Ph.D. a.p.  
Chairman of AS 3FM CU

Comments: Vácha, Kozák, Maďa  
Minutes taken down by:  
Ing. Sádecká  
June 12<sup>th</sup>, 2013

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**Minutes of Senate Session of the Third Faculty of Medicine CU held on October 8, 2013 in Conference Room No 223, Dean's Office, 3FM CU, Ruská 87, Prah 10, at 14:30.**

**Senators and Guests:** see the attendance list

**Excused:** see the attendance list

### **1) Opening**

Mgr. Vácha, chair of the senate opened the meeting and welcomed the guests. At that moment 20 senators were present, the senate was quorate.

Senators held a moment of silence in memory of the late prof. MUDr. Königová

### **2) Agenda approval and appointment of scrutineers**

Proposed agenda of the meeting was sent to all senators via email.

Vácha revised items of agenda

**Conclusion:**

The proposed agenda of today's meeting was approved by tacit agreement.

**Elected scrutineers: MUDr. Havrda, MUDr. Nováková**

### **3) Checking of the minutes of 11 June 2013**

**Conclusion:**

**Them minutes from the session on June 11, 2013 was approved by tacit consent.**

### **4) Dean's information**

- -Dean's Advisory Board discussed the possibility of naming a conference room, or auditorium or conference hall after prof. MUDr. Königová as an expression of deep respect for the longtime former colleague
- students scholarship – doc.Šlamberová will give details
- Dean introduced the change in physical education, it has been approved, AS CU cannot abolish it

Following has been approved with Dean of the 2ndFM CU in the presence of lawyers and secretaries of the faculties:

Department of Physical Education will be administered by the Second FM and the Third FM will pay a proportionate part of the cost, whichever corresponds to the previous school year, participation and needs of our students. In 2013-14 we will still pay 50%.

- Cooperation with SZÚ:  
celebration of the 60<sup>th</sup> anniversary of the establishment of the faculty,
- Thanks to all who participated in celebration of the anniversary

**Discussion:** (Havrda, Mandys, Trnka, Dean, Beneš, Hugo, Báča. Machura, Maďa, Kozák, Dlouhý, Krátký, Grill, Fontana)

Concerned the issue of low student interest in physical education

**Conclusion:**

**AS 3FM CU acknowledges information from Dean**

**5) Admission procedure conditions 2014 – 2015 – doc. Janovská**

The material was sent to senators in advance for review and comment. Doc. Janovská presented an explanatory report which highlighted the changes that occur in the proposal, compared with this academic year.

The Vice Dean for study and education expressed his opinion and attitude to the to rich e-mail discussion among senators regarding exams in English.

There was not further discussion among senators

**Resolution:**

**As 3 LF UK in accordance with article 10 paragraph 1, point. e) of the Statute of the faculty agrees with the proposal of terms and conditions for admission to the university in the academic year 2014/2015.**

Vote: 25; 0; 0.

**6) Rules of awarding scholarships - doc. Šlamberová**

Under the new scholarship regulations of Charles University in Prague of 18 June 2013 approved by AS UK there are changes in scholarships to students of full-time doctoral studies.

Discussion: Havrda, děkan, Čelko, Fontana, Báča

- discussed the requirements of professional councils for awarding scholarships and how to deal with it,
- the discussion showed that the level of impact factor will be taken into account on the basis of occupational classification in WOS Magazine.
- further was discussed the possibility of providing any bridging scholarships for students in financial distress provided they are dependent on scholarships (dates will vary).

**Conclusion:**

**AS 3FM acknowledges submitted proposal of Rules of Awarding Scholarships in academic year 2014-2015**

**7) Physical education at the Third Faculty of Medicine – Mgr. Vácha**

Informed the senators that the 3rdFM Senator MUDr. Bernášková became a member of the Commission established to investigate the foundation of a joint Institute of Physical

Education; especially the way it was founded. The Commission will investigate the procedure in AS RUK, which is the only institution eligible to set up and then closed down the institute. Mgr. Vacha discussed the matter with dr. Milerová, the Head of Department of Physical Education.

Discussion: Havrda, Grill, Mařa, Měřtřáková, Mandys, děkan

## 8) Varia

### Hugo:

1. **School web** – news are organized chaotically, particular information is difficult to find  
Trnka – individual departments are responsible for web pages.

2. acknowledgements to members of KD or AS – after end of the term they usually get Dean's letter of thanks. Special work is associated with financial rewards.

3. **Kment** – invitation for tomorrow's worship, led by Mgr. Vacha at 16:00.

4. Beneř – due to the number of medical schools in Prague he presented the idea that the faculty should be distinguished by incorporating, in addition to normal teaching, a specific focus - for example, will teach some managerial skills - economics, management, legal aspects for physicians; he also suggested a greater emphasis on practice and less on theory.

Discussion: Hugo, Mandys, Beneř, Kozák, dean.

5. **Čelko** - flu vaccination – prevention.

## 6. Introduction of new senators

Mgr. Vácha welcomed new members of AS 3FM CU – Barbora Maxová, Zuzana Marvanová and Jan Machura; he also informed that Zuzana Marvanová another member of AS is not present due to stay abroad however she accepted the membership.

7. **Mgr. Vácha** pozval všechny senátory **na předvolební zasedání AS UK 18. října 2013 od 10,00 hodin ve Vlasteneckém sále**, na němž se představí kandidáti na rektora.

8. **Mgr. Vácha** invited all present – senators and guests to the meeting of the Academic Community with candidates for Dean of 3FM CU which will be held on October 16th at 3pm and for English speaking students at 4pm.

9. **Mgr. Vácha** invited senators to the special meeting of AS 3FM CU which is held on **22 October 2013. On the agenda there is election of the Dean.**

10. **Mgr. Vácha** thanked to the Trimed and especially its leadership for organizing students Saturday on the anniversary of the faculty, for organizing photo exhibitions and other activities



Next session will be held on October 22, 2013 in the Conference room No. 221 at the Dean's Office – 1<sup>st</sup> floor

Mgr. Marek Vácha, Ph.D.  
Chair AS 3. LF UK

Proofreading: Vácha, Kozák, Maďa  
Taken down by: Sádecká  
14 October 2013

**Minutes of the Senate Session (no.23) of the Third Faculty of Medicine that took place on 12<sup>th</sup> November 2013, in the room no. 223, building of 3<sup>rd</sup> FM CU, Ruská 87, Praha 10, at 14:30**

**Attendee:** according to the attendance list

**Excused:** according to the attendance list

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from October 8<sup>th</sup> and 22<sup>nd</sup>, 2013
4. Information from the Dean
5. Summary of the Academic Senate election for the period 2013-16
6. Evaluation of classes in the summer semester 2012-13
7. Miscellaneous

**Ad 1) Opening**

The session was opened by the Chairman of the AS, Vácha, who greeted the senators and guests. 21 senators were present at the opening, the AS was eligible to make decisions.

**Ad 2) Approval of the session agenda, assigning the scrutineers**

All the senators received the proposed session agenda via e-mail in advance. Vácha summarised the agenda at the opening.

**Conclusion:**

**The proposed programme of the session was approved by tacit consent.**

The scrutineers elected were: **MUDr. Havrda, MUDr. Hugo**

### **Ad 3) Checking of the minutes from October 8<sup>th</sup> and 22<sup>nd</sup> , 2013**

The senators received the minutes of the previous sessions via e-mail. Vácha reminded them of the main issues.

#### **Conclusion:**

**The minutes from October 8<sup>th</sup> and 22<sup>nd</sup> , 2013 were approved by tacit consent.**

### **Ad 4) Information from the Dean**

The Dean mainly talked about the meeting of the medical faculties of the Czech Republic and Slovakia, work in the sections, the common resolution issued concerning e.g. the university hospitals and medical faculties, the status of the lecturer/professor of the clinical medicine etc.

The Dean thanked all the senators for their proposals, which were discussed in the AS sessions, and their work.

The senators voted using the method per rollam to complete the Academic Council of 3FM CU by two new members – Ing. Jitka Sosnovcová, CSc., director of SZÚ, and MUDr. Radovan Jirmář, PhD., general practitioner in Prague 10, and the former head of coronary care unit of 3<sup>rd</sup> Internal Clinic of Cardiology.

**Vote: 21, 0, 11.**

#### **Resolution:**

**The AS of 3FM CU agrees that the Academic Council of 3FM CU will be completed by two new members, Ing. Jitka Sosnovcová and MUDr. Radovan Jirmář, PhD.**

#### **Conclusion:**

**The AS 3FM CU acknowledged the information from the Dean.**

### **Ad 5) Course and results of the election of AS 3FM CU for the period 2013-16**

MUDr. Doubková, the chairperson of the election commission, briefed the senators about the election results of the AS 3FM CU for the period 2013-16.

#### **Conclusion:**

**The AS 3FM CU acknowledged the information about the course and results of the election of AS 3FM CU for the period 2013-16.**

### **Ad 6) Evaluation of classes in the summer semester 2012-2013**

The AS had the evaluation material at its disposal. Doc. Janovská presented the partial and final results of the evaluation of the particular classes and their teachers/lecturers. The senators discussed the percentage of the returned completed evaluation forms for the particular classes, level of the teaching and command of the English language of

teachers/lecturers, the quality of presentations and manner of their delivery, the attitude to students (some lecturers seemed to be arrogant) etc.

All heads of the departments received the evaluation results to be able to inform the particular lecturers. Highly-evaluated lecturers had obtained financial benefit.

There will be changes in the evaluation of the classes at the CU. Professor Mareš of HK will not supervise the evaluation any further. A committee has been assigned, and will further propose a directive for the Charles University. Our representative in the committee is MUDr. Fontana. Evaluation will be unified for the whole CU. At the moment, faculties are asked to complete the proposed questionnaires (dealing with return of the evaluation forms, results etc.). Further, there will be a trial electronic evaluation form introduced at 3FM CU from the summer semester.

**Discussion:**

Mandys, Grill, Janovská, Hugo, Trnka, Větrovská, Kalvach, the Dean, Havrda, Rosina, Bednář, Krátký, Marx

**Resolution:**

**The AS 3FM CU acknowledged the report on the evaluation of classes in the summer semester 2012-2013 and agrees with its publication on the faculty website with limited access.**

**Vote: 20, 1, 1.**

The discussion produced the subsequent **resolution:**

**The AS 3FM CU agreed that the heads of departments and clinics are responsible for informing all their evaluated subordinate teachers/lecturers about the results of the evaluation, and subsequently these will have an obligation to react to the factual problems and comment on the evaluation.**

Vote: 18, 3, 1.

**Ad 7) Miscellaneous**

**Hugo:**

1. State of the server – central storage.
2. Possibility of the website extension for the postgraduate students.
3. Request to equip the lockers in the lobby hall with hangers.
4. **Mad'a** - the bowling alley had been booked for the whole week so the event will be organised next week.
5. **Vácha** – finished his term in office of the chairman of AS. The chairperson of the election commission, MUDr. Doubková, will be in charge of the AS in the meanwhile, and she will invite new senators for plenary meeting at which a new chairman and

vice-chairmen of AS 3FM CU will be elected. Consequently, the new chairman will preside over the proceedings of the AS.

Vácha thanked the vice-chairmen, Doc. Kozák and Maďa, and all the senators for their work in the AS.

The secretary, Ing. Mužíková, thanked the senators on behalf of the administrative staff, and informed them that the faculty has kept its planned operating budget in this year.

Vácha wished all the present senators nice autumn time and merry Christmas.

**Next session of the AS 3FM CU will be held at the conference room no. 223, 1<sup>st</sup> floor of the Dean's offices, on December 10<sup>th</sup>, 2013, at 2.30pm.**

Mgr. Marek Vácha, Ph.D. a.p.

Chairman of AS 3FM CU

**Comments:** Vácha, Kozák, Maďa

**Minutes taken down by:**

Ing. Sádecká

November 20<sup>th</sup>, 2013