

**Minutes of the 2nd special meeting of AS 3FM CU held on October 22, 2013 in the Conference Hall No. 223 at the Dean's Office of 3rdFM CU, Ruská 87, Praha 10, at 14: 30.**

**Attendee and Guests:** according to the attendance list

**Excused:** see the attendance list

### **1) Opening**

Mgr. Vácha, chairman of the senate opened the session and welcomed senators and guests. He particularly welcomed three candidates for the dean of 3FM:

- **Prof. RNDr. Ilona Hromadníková, Ph.D., Head of Department of Molecular Biology and Pathology of the Cell**

- **Prof. MUDr. Michal Anděl, CSc., Head of 2nd Department of Internal Medicine**

- **Doc. MUDr. Robert Grill, PhD., MHA, Head of Department of Urology**

30 senators were present at that time; the senate was quorate.

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

**The only agenda of the meeting was election of dean of 3rd Faculty of Medicine CU for the elected term 2014 - 2018**

The proposed session agenda was approved by tacit consent

Mgr. Vácha informed about the method of election, outlined the steps and their sequence. The election commission was set up; the members were:

Prof. MUDr. Pavel Kalvach, CSc., MUDr. Klára Bernášková, CSc., and MUDr. Lucie Nováková.

Prof. MUDr. Pavel Kalvach, CSc. was elected the chair of the commission

**Vote: 27, 0, 3.**

One of the senators arrived shortly after the beginning of the session due to professional reasons.

The Election Commission has allocated 31 ballots signed and stamped by the chairman of the Academic Senate of the 3FM.

31 ballots were cast

Number of valid ballots: 31

Number of invalid ballots: 0

No senator abstained from election

Prof. MUDr. Michal Anděl, CSc., Head of 2nd Department of Internal Medicine received 20 votes

Doc. MUDr. Roberta Grilla, PhD., MHA, Head of Department of Urology received 11 votes.  
Prof. RNDr. Ilonu Hromadníkovou, Ph.D., Head of Department of Molecular Biology and Pathology of the Cell received 0 votes

**Chairman of the senate thanked to all participants and candidates and congratulated the newly elected dean prof. Michal Anděl, CSc.**

**Next session will be held on November 12, 2013 at 14:30 in conference hall no. 223, dean's office, 1st floor.**

Mgr. Marek Vácha, Ph.D. v.r.  
Chairman of AS 3. LF UK

Profreading: Vácha, Kozák, Maďa  
Minutes taken down by: Sádecká  
6 November 2013

14  
17a

7/8 - 17a/2013 3. LF UK  
prot listi: 4

**Minutes of the Senate Session (no.1) of the Third Faculty of Medicine that took place on December 10<sup>th</sup> 2013 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 and the Dean's presentation
2. Presentation of MUDr. Doubková
3. Agenda approval and appointment of the scrutineers.
4. Election of the Committee for the election of the presidium of AS 3FM CU
5. Election of the Chair and two of his deputies of AS 3FM CU
6. Scholarship approval awarded for excellent study results - MUDr. Marx
7. Allocation of the budget result
8. Miscellaneous
  - 1) Opening and the Dean's presentation

MUDr. Doubková – the Chair of the Election Committee opened the session and welcomed the senators. 26 senators were present, so the senate was quorate.

The Dean turned to the senators and wished them a lot of success in their work, so that after their election period they could feel that their activity contributed to the proper functioning of the faculty and their activity in AS was meaningful.

He recalled particular episodes of the election campaign preceding the election of the Dean. He resolutely refused a tendency to doubt procedures at the faculty. According to him, all the rules and regulations are mandatory for everyone and will be strictly obeyed.

Senator Havrda reacted to his words and explained that in his letter concerning the election campaign he did not intend to doubt the procedures but to express a suspicion that some of the procedures may be accelerated or slowed down by personal relationships.

2) Presentation of MUDr. Doubková, CSc., the Chair of the Election Committee of the members of AS 3 FM CU for the election period 2013 - 2016

MUDr. Doubková outlined the programme of the session, concerning mainly the election of the Dean and vicedeans of AS 3 FM CU.

3) Scrutineers appointed: prof. Mandys, Větrovská.

4) Election of the Committee for the election of the presidium of AS 3FM CU

The Chair of the election committee suggested the members of the election committee composed of: doc. Džupa, MUDr. Bernášková, Kolibík.

Resolution: AS 3 FM CU elected the committee made up of: Džupa –the Chair, Bernášková and Kolibík – members

Vote: 26, 0, 1.

Election committee left the room to work in a detached room.

Ad 5) The election of the Chair and two deputies of AS 3 FM CU.

The election of the Chair

MUDr. Doubková explained the procedure of the election to the senators present– to distribute the ballot papers with the names of the senators and to circle the only candidate.

Senator Trnka objected that it is determined at the faculty that a member of the Academic Staff Chamber of the Senate must be always elected for the Chair and that candidates are not elected from all the members of the Academic Staff Chamber but only from the candidates who are proposed by the senators after a debate.

Opened election was declared void, lists of the candidates were withdrawn and senators debated. Based on this debate, the only candidate proposed was Mgr. Vácha. Secret vote followed. Senators obtained a clean ballot paper to vote.

Election committee distributed 27 ballot papers, 26 of them were valid voting for Mgr. Vácha.

Mgr. Vácha was elected the Chair of the AS for the election period 2013 – 2016.

Election of the deputies

After a debate senators suggested the candidates for the deputies. In the Academic Staff Chamber there were suggested: doc. Votava and MUDr. Hajer, in the Students´ Chamber the only candidate was suggested- Mr. Štefela.

16 yellow ballot papers were distributed to the senators, in a secret vote all of them were handed in, all of them valid. 9 votes for senator Votava, 7 votes for senator Hajer.

Doc. Votava was elected the deputy for the Academic staff Chamber.

Election committee distributed 13 pink ballot papers for the election to the Students' Chamber.

In a secret vote student Štefela obtained 12 votes, one of them was not valid.

Jakub Štefela was elected the deputy for the Students' Chamber of the 3 FM CU.

6) Scholarship approval awarded for excellent study results – MUDr. Marx

All senators obtained this information in advance by an e-mail and at the same time it was available in print during the debate.

MUDr. Marx informed the senators about the issue and explained the way the scholarships are proposed. He also answered the questions.

Discussion: Štefela, Havrda, Kolibík, Větrovská, Marx

Resolution:

Academic senate of 3 FM CU in accordance with Art. 4, Para. 4 of Regulations on the Distribution of Scholarships at CU approves the proposal of the Vice Dean to award the scholarship 11,000 CZK for excellent study results in academic year 2012/2013.

Vote: 27, 0, 1.

The debate brought up the following requirement formulated in this resolution:

Academic senate 3FM CU in accordance with Art.10, Para. 4 Faculty Statutes recommends to the Dean to present the proposal of amendment For Scholarship Award at the session in March.

Vote: 26, 2, 1.

Ad 7) Allocation of the budget result

Ing. Mužíková, the Secretary, presented this material. The Dean explained the reward funding, the type of financial means and the way of their use. Additionally, he mentioned the fact that these funds are not investment and thus cannot be used for this purpose.

Discussion: Štefela, Dean, Trnka, Rosina, Havrda.

Resolution:

AS 3 FM CU approves that the budget result 1, 070, 233 CZK in accordance with Article 2 – 16 Appendix No. 8 Statutes CU and the Rector's regulation No. 35/2007 art. 2 para. 6 is completely allocated to the reward fund.

Vote: 27, 0, 2.

## 8. Miscellaneous

- the Dean informed the senators about the decision to terminate the study of a 5<sup>th</sup> year student due to his bad school results, reaction of his parents, who were given power of attorney by the student. The Dean expressed the unequivocal attitude of the faculty even in case of mass media or judicial difficulties.

- student Štefela suggested to the senators they should introduce themselves to each other. All the senators present did it.

-senator Pavelka invited senators for a faculty ball held on March 5<sup>th</sup> 2014

- senator Pavelka invited all senators present for a Christmas party held on Dec. 17<sup>th</sup> 2013, an interesting programme had been prepared.

Mgr. Vácha wished Merry Christmas to all members of AS 3 FM CU and thanked to those of them who were elected repeatedly for their effort including time and energy devoted to AS 3 FM CU.

Next session of AS 3FM CU will be held on Tuesday, 14<sup>th</sup> January 2014 at 2.30 p.m. in conference hall 223, 1<sup>st</sup> floor, Dean's office. At the same time a new photography of all senators will be taken therefore their attendance is required.

Mgr. Marek Vácha, Ph.D. v.r.

The Chair of AS 3FM CU

Edited by: Vácha, Votava, Štefela

**Minutes of the Senate Session of the Third Faculty of Medicine (no.3) held on 4th February 2014 in the Conference Room no. 223, Main Building of 3rd FM CU, Ruská 87, Praha 10, at 14:30 hodin**

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from 14th January 2014
4. Information from the Dean
5. The Dean's proposal on the composition of the Disciplinary Commission 3<sup>rd</sup> FM CU for the period from 5th February 2014 to the fourth February 2016
6. Proposal for the appointment of vice-deans (MUDr. Marx, prof. MUDr. Widimský, doc. MUDr. Šlamberová, doc. MUDr. Dlouhý, doc. MUDr. Čelko, doc. MUDr. Kozák, doc. MUDr. Bankovská - Motlová)
7. Varia  
Checking tasks of the previous meeting

**Attendee:** according to the attendance list

**Excused:** according to the attendance list

**Ad 1) Opening**

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

22 senators were present at the opening; the AS was eligible to make decisions.

**Ad2) Approval of the session agenda, assigning the scrutineers.**

The chairman presented the agenda that had been sent to the senators via email.

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

**Conclusion:**

**The agenda was approved by tacit agreement.**

**Ad 3) Checking the minutes from 14 January 2014**

**Conclusion:**

**Minutes from 14 January 2014 were approved by tacit agreement.**

**Ad 4) Information from the Dean**

- prof. MUDr. Zima was appointed a new rector in January
- in Hospodářské noviny survey 3<sup>rd</sup> Faculty of Medicine again ranked first; za in the last years 3 times we ranked 1st and once we ranked 2nd.

- for 2014 we will get a slight increase in subsidy for educational activities (increase by 300 thousand CZK covers inflation), PRVOUK - an increase of about 2 million CZK, we will be able to invest in equipment
- report on the management and the draft budget will be delivered by the secretary at one of the next sessions of AS 3FM CU
- presented proposal on the composition of the Disciplinary Commission 3<sup>rd</sup> FM CU for the period from 5th February 2014 to the fourth February 2016
- informed the senators about filling the posts of vice-deans and outlined the division of their delegated powers - doc. Čelko, doc. Šlamberová, doc. Dlouhý, prof. Widimský, MD. Marx, and new vice-deans doc. Kozák and doc. Bankovská Motlová. Thanked to doc. Džupa, who became a senator, for his work in the Dean's Collegium
- development of academics, future career system designed by rector prof. Hampl emphasis on habilitation - one of the areas of vice-dean Bankovská Motlová.
- reservation of places in kindergartens in the SZU for mothers among employees or students, equal opportunities for women - mothers –part- time jobs, etc.

Discussion: Hugo, Dean

- Doc. Bankovská Motlová work will be assisted by one of her colleagues, doc. Kozak will work with existing personnel department for science and research.
- at the request of Senator Patzelt, Dean informed senators with the case of study applicant Mr Navara

**Ad 5) Dean's proposal for the composition of Disciplinary Commission of 3 FM CU for the period from 5 February 2014 to 4 February 2015**

Vacha presented the required activity of Disciplinary Committee, which is the only committee approved by the Academic Senate.

The Disciplinary Commission of the faculty deals with disciplinary infractions of students enrolled in the faculty and submits the proposal to the dean's decision. Its establishment (as the only Commission) is imposed by the Act No. 111/1998 Coll. about universities. The Act also insists that half of the members shall be composed of students and sets the term of office for two years.

**Student Chamber proposed their representatives unanimously in the composition: James Andronicus, Jakub Štefela and Jakub Švec.**

Discussion:

Trnka - how senators will vote. Other remarks are not.

Vacha: Senators will vote on the Dean's proposal as a whole.

**Resolution:**

**Academic Senate of the 3rd Faculty of Medicine in accordance with § 27, paragraph 1, point. F Act No. 111/1998 Coll. Universities, as amended, and in accordance with Article 10, paragraph 1, point. f) of the Statute of the third LF UK approves the Dean's proposal for the appointment of the Disciplinary Committee of the Faculty for the period from 5th Second 2014 to the fourth Second 2016 consisted of:**



**MUDr. David Marx, Ph.D. (předseda), Doc. MUDr. Lucie Bankovska Motlová, Ph.D., Doc. MUDr. Jan Novák, Ph.D., James Andronicus, Jakub Štefela, Jakub Švec.**

**Vote: 23, 0, 1**

**Ad 6) Proposal for the appointment of vice deans (MUDr. Marx, Prof. MUDr. Widimský, doc. MUDr. Šlamberová, Doc. MUDr. Dlouhý, doc. MUDr. Čelko, doc. MUDr. Kozák, doc. MUDr. Bankovska – Motlová)**

Senators received CVs of all Deans, both existing and newly proposed. Dean outlined the division of competences between candidates. Chairman Mgr. Vacha noted that in accordance with Article 10 of the Statute, the senators comment on the proposal but do not vote on it. Vice-Deans are appointed by the Dean.

Discussion: the Dean, Havrda

Havrda: overlap in competence – competencies should be clarified.

**Conclusion:**

**AS 3FM CU discussed and took into account appointment of Vice-Deans of 3FM CU for the term of 2014 – 2018.**

**Ad 7) Varia**

- **Checking tasks of the previous meeting - was not mentioned.**

- **Check the content of the new website – Hugo**

Suggestion: create a commission to deal with suggestions from students and academics, what is missing that it could be incorporated into the full version of websites.

Discussion: Štefela, Trnka, Havrda, Polách, Hugo, the Dean

Trnka – - Now working on the web site for external web visitors.

Intranet for staff and students will be treated afterwards.

Dean recommended to address these issues in the committee for information technology, which will be appointed in the next few days.

Hugo and Trnka will be in touch and will collect information from the academic community.

Fontana pointed out that the new Rector of the University will change the presentation of the University; the presentation of individual faculties should be uniform, it is necessary to take it into consideration.

- **Ball of the Third Faculty of Medicine - 5th March 2014 from 19.00 hours in the National House of Vinohrady.**

Mgr. Vacha thanked to all Vice-Deans for coming and participating at the meetings. He excused the absence of Vice-Deans, MD. Marx, prof. Widimský and doc. Šlamberová due to work obligations.

He thanked the senators of the Student Chamber for coming during the examination period. He congratulated the newly elected Dean for another term he wished him a lot of patience, strength, will, and creative ideas for our faculty.

Mgr. Vacha ask the senators, who served as senator in the last term, to take tubes with a written acknowledgment for their work.

**Next meeting of AS 3FM CU will be held on 11 March 2014 at 14:30 in the conference room no. 223, Dean's office – 2nd floor**

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

Proof reading: Vácha, Votava, Štefela  
Taken by: Sádecká  
10 February 2014

**Minutes of the Senate Session (no.4) of the Third Faculty of Medicine that took place on 11<sup>th</sup> March 2014, 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 February 4<sup>th</sup>, 2014
4. Information from the Dean (by the Vice-Dean Doc. Kozák)
5. Finances of the faculty in the year 2013 – Ing. Mužíková
6. Introduction of faculty budget, proposal for approval – Ing. Mužíková
7. Social committee – Jakub Štefela
8. Miscellaneous - checking the tasks from the previous meeting, etc.

**Ad 1) Opening**

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

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

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

The Chairman briefly introduced the program of the session which the senators received ahead of the session via e-mail.

The scrutineers elected were: **Toušek, Patzelt.**

The Chairman, Vácha, announced a change in the program, i.e. **to move the social committee to the next session.**

The change was approved by all the present senators.

**Conclusion:**

**The proposed program of the session including the change was approved by tacit consent.**

**Ad 3) Checking of the minutes from February 4<sup>th</sup>, 2014**

Vácha reminded the present senators about the issues from the previous session of the AS and the results of the resolution.

**Conclusion:**

**The minutes from February 4<sup>th</sup>, 2014 were approved by tacit consent.**

**Ad 4) Information from the Dean**

The extended Rector's Collegium:

1. the work on the amendment of the University Act will continue – till the summer break there should be a draft version prepared,
2. the progress of work on “RUK” and the new website - presentation,
3. the evaluation of the winter semester – a need for assessment and initiation of a follow-up, improved entrance tests procedure,
4. science and research – the program “PRVOUK“ - the administration should decrease, the current finance organization runs according to the plan, but the year 2016 is not guaranteed,
5. a discussion with Prof. Gerloch – recognition of academic titles.

Discussion: There was no discussion.

**Conclusion:**

**The AS 3FM CU acknowledged the information from the Dean, presented to the AS by doc. MUDr. Kozák.**

**Ad 5) Finances of the faculty in the year 2013 – Ing. Mužíková**

The budget report had been sent to the senators ahead of the session, including the following chapters:

- operating costs, revenues, the result of financing
- property
- funds
- revaluation of the property
- the activity of “VS” (Center of Science)
- the operation of “SVI” (Center for Scientific Information)

The financial activities resulted in a balance, the shown profit reached 1 per mille of the year turnover. Recently, there has been an audit in progress at the faculty.

The secretary informed the present about completing the individual tasks which had been approved for the year 2013.

Further, she described to the senators the origins of the new pavilion construction which had already been planned in 2002. The building lot, state-owned and operated by FNKV, is recently being transferred to the UC. An architectural study/survey/, another obligatory part of the investment proposal registration, is being finalized at the moment.

The new pavilion will be used only as a teaching facility, is not intended to provide any health services.

Discussion:

Štefela – Mandys, Votava, Toušek, Polách, Patzelt, Štefela, Novák, Hugo, Kozák, Marx, Rosina, Miletín, Mužíková

The extended discussion concerned especially the items of the individual cost and revenue accounts, the discussion of the student representatives was based on the fact that these economic categories have not been clearly defined. Therefore, they asked the secretary of the faculty for further consultation and more detailed records about the individual accounts to be able to have an overview of the factual content of the synthetic accounts. The secretary will send the student senators the accounting schedule which shows clearly the requested items and sums.

The further questions were related to the construction and financing of the new pavilion.

There was another request from the student union added that they want to have an assigned share of the budget.

**Conclusion:**

**The AS of 3FM UC approved the proposed 2013 budget report with no objections.**

Vote: 17, 4, 6.

#### **Ad 6) Introduction of the faculty budget, a proposal to be approved – Ing. Mužíková**

Based on the discussion ad5) and its conclusion, the senator Hugo urged to leave the vote of approval for the following session of the AS when the student union representatives will have more information concerning the economic issues. Vácha suggested that the senators will arrange to meet with the Secretary and ask her for an explanation to obtain more detailed knowledge of the situation for the following session.

Discussion:

Mandys, Hugo, Patzelt, Štefela, Mužíková, Rosina, Miletín, Trnka, Novák.

#### **Conclusion:**

**The AS of 3FM UC approved that the vote will be postponed to the April session because of the request of a group of senators to have more details at hand about the structure of the individual items of the budget.**

Vote: 15, 9, 7 (approved by the majority of the present senators).

#### **Ad7) Social committee – Štefela**

- moved to the April session of the AS

#### **Ad 8) Miscellaneous**

- checking the tasks from the previous session,
- **Bankovská-Motlová** – the nursery school – negotiations in progress, a contribution paid to the children attending the nursery school of the SZÚ,
- Trimed – expressions of gratitude for the ball organization,
- Polách – an invitation to the lecture given by the Rector Prof. Zima – March 25<sup>th</sup>, 2014, at 18:00, in the Syllabova hall: The scientific direction of the UC.

**Next session of the AS 3FM UC will be held on April 8<sup>th</sup>, 2014, at 14:30, in the room no. 223 – the Dean's office.**

Mgr. Marek Vácha, Ph.D. a.p.

Chairman of AS 3FM UC

**Comments:** Vácha, Votava, Štefela

**Minutes taken down by:**

Ing. Sádecká

March 17<sup>th</sup>, 2014

Č.j. 7/8 – 53/2013 AS 3. LF

**Minutes of the Senate Session (no.5) of the Third Faculty of Medicine that took place on April 8<sup>th</sup> 2014 at 2.30 p.m. in the room 223, Dean's Office, Ruská 87, Prague10**

Excused: according to the attendance list

**Programme:**

**Session Agenda:**

Attendee: according to the attendance list

**Programme:**

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking of the minutes from March 11th, 2014
4. Information of the Dean
5. Approval of the construction of the Centre of Education and Research of the Institute of Anatomy and Pathology, purchase of the plot– prof. Michal Anděl
6. Suggestion of the Faculty budget for the year 2014 – ing. Jana Mužíková
7. Foundation of the Economic Committee of the AS 3 FM CU– Jakub Štefela
8. Foundation of the Social Committee of the AS 3 FM CU– Jakub Štefela
9. The amendment of the distribution of scholarship at 3FM CU– prof. Lucie Bankovská-Motlová
10. Information on the open competition Erasmus, recommendation of amendments- Jakub Štefela
11. Information on IFMSA activities– Tereza Štěpánková
12. Information on TRIMED activities– Martin Pavelka

**Miscellaneous**

Checking of assignments from last session

**Attendee:** according to the attendance list

**Excused:** according to the attendance list

**Ad 1) Opening**

The Chair Mgr. Vácha opened the session and welcomed the senators and guests present. 23 senators were present, the senate was quorate.



#### **Ad2) Agenda approval and appointment of the scrutineers**

The Chair presented the agenda, all senators present obtained it as an attachment to the invitation to the session by e-mail.

**Scrutators appointed: PhDr. Svobodová, Kosová**

**Resolution:**

**The session agenda was approved by tacit consent.**

#### **Ad 3) Checking of the minutes from March, 11th 2014**

Mgr. Vácha recalled the agenda from last session sent to the senators by e-mail. They included accepted resolutions. As no one commented on them, the AS presented this resolution:

**The minutes from March 11th were approved by tacit consent.**

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

- he thanked to everybody who took part in the celebration of the 666th anniversary of the foundation of CU, he appreciated an abundant presence of the students.  
editing of our web pages– we only can do slight changes, significant differences from the uniform layout of the web pages of the university, which are being edited nowadays, are not required.
- meeting with the Rector due to the investment construction– the Dean, the Secretary, and doc. Dlouhý were present- the Rector supports the purchase of the plot and the construction of the building of the Institute of Anatomy and Pathology. Additionally, the application of the approval of the CU will be presented at the session of the Senate on June 6th
- equally, the reconstruction of “invisible part” is required (pipes, drain pipes, reconstruction of electricity with regard to enormous requirements for research and insufficiency of the current system),
- for the needs of the Specialized Education Department new classrooms were offered by SZÚ.

Discussion: Havrda, Polách, Pavelka, Hugo, the Dean

#### **Conclusion**

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

#### **Ad 5) Approval of the construction of the Centre of Education and Research of the Institute of Anatomy and Pathology, purchase of the plot– prof. Michal Anděl**

The Dean presented the intention to build the Centre of Education and Research of the Institute of Anatomy and Pathology which will be financed by CU and will be built on the plot of FNKV. For this construction it is necessary to obtain the ownership of the plot under the building that currently belongs to FNKV. The sell and purchase must be approved by the government. The intention will be presented on June 6th at the session of the AS CU. The Dean asked the senators to approve the intention to buy this plot.

Discussion: Havrda, the Dean

**Resolution:**

**AS 3. LF UK supports the intention to build a new Centre of Education and Research of the Institute of Anatomy and Pathology and approves the purchase of the plot.**

**Vote: 27, 0, 0.**

**Ad 6) Suggestion of the faculty budget for the year 2014 – ing. Jana Mužíková**

Since last session of the AS, the Secretary consulted the issue of the budget with students interested. She sent the outline of particular analytic items to them by e-mail. Besides, the economist Mr. Mašek was present at this debate. It was explained to the students what each item contained, the students were on their own request explained the outline of expenses dealing with teaching and limits of particular departments.

Inquiries: none, students thanked to ing. Mužíková.

**Resolution:**

**AS 3FM CU approves the budget of the 3 FM CU for the year 2014 without objections.**

**Vote: 27, 0, 0.**

**Ad 7) Foundation of the Economic Committee of 3 FM CU – Jakub Štefela**

Senator Štefela recommended the foundation of the Economic Committee of 3 FM CU, whose members will cooperate with faculty management.

**Resolution:**

He clarified what he expects from the committee. We will take over the rules from AS CU.

**Academic Senate of 3 FM CU in Prague in accordance with art. 19, par. 2 Statute of 3 FM CU with respect to art. 43 and 44 Rules of Elections to and Procedure of the Academic Senate of the 3 FM CU founds the Economic Committee of AS 3 FM CU.**

**Vote: 26, 0, 0.**

**These senators are interested to work in the Economic Committee:**

**senators: MUDr. Trnka, MUDr. Havrda, students Patzelt, Pavelka, Polách a Štefela.**

**Ad 8) Foundation of the Social Committee of AS 3FM CU - Jakub Štefela**

The internal regulation of the faculty on the distribution of scholarship at 3 FM CU determines in Art. IV, par.1a that the applications for the distribution of the purpose scholarship are debated by the Social Committee of AS 3 FM CU. The purpose scholarship is distributed by the Dean and the opinion of the Social Committee has a character of a recommendation. In accordance with the distribution of the scholarship is it necessary to establish the Social Committee at 3 FM CU. Its regulations will be taken over from the Social Committee of the AS CU.

**Resolution**

**AS 3 FM CU in Prague in accordance with art. 19 par. 2 The status of 3 FM CU and with respect to art. 43 and 44 Rules of Elections to and Procedure of the Academic Senate of the 3FM CU founds the Social Committee of the Academic senate of 3 FM CU.**

**Vote: 27, 0, 0.**

**These senators are interested to work in the Social Committee: MUDr. Bernášková, MUDr. Rambousková, students Patzelt, Kosová, Cihlářová, Polách a Kolibík.**

**Ad 9) The amendment of the distribution of scholarship at 3FM CU– prof. Lucie Bankovská-Motlová**

The submitter presented the reasons of the amendment to the senators. Both proficiency and purpose scholarship will be paid. In accordance with the new curriculum the demands in particular years of study changed and therefore it is advisable to reform the regulation from the year 2006 . The amendment suggests to choose 10% of the best students in each year that presents the estimated increase of financial means by approx. 30%.

Discussion: Trnka, Bankovská Motlová, Marx, Havrda

**Resolution:**

**AS 3FM CU**

**a) in accordance with Art. 10, Par. b approves the proposal of the regulations of the distribution of the scholarship at 3 FM CU,**

**b) appoints the Chair of AS 3FM CU to present this amendment at the session of AS CU to be approved.**

Vote: 27, 0, 0.

**Ad 10) Information on the open competition Erasmus, recommendation of the amendment**

**Jakub Štefela**

Senator Štefela presented the current system of choosing students for the Erasmus + programme and difficulties which occurred last time (condition of study scores).

Senators were clarified this issue by Mrs. Řezáčová, who is in charge of the Erasmus programme. The amendment of the current rules was suggested, so that the Foreign Committee should work out the amendment of current regulations – regulations from 2008 in order to unify rules for the students.

**Discussion:**

Havrda, Dáňová, the Dean, Pavelka

(language skills required for communication with the patients– *German-* fulfilled by our students in Germany, Austria, English – Northern countries- communication in *English* is feasible. Communication with the patients in *English* poses a problem in Portugal, Italy).

**Resolution:**

### **Academic Senate FM 3 CU in Prague**

- a) **suggests to the faculty management to prepare the amendment of the regulation 6/2008 concerning the organization of the students' stay arriving in the framework of LLP Erasmus+ and organization of the stays of 3 FM CU students in the framework of LLP Erasmus+ in accordance with the changes in the programme Erasmus+,**
- b) **likewise, it recommends to the Foreign Committee of the Dean to set the criteria for competition of students going to study abroad for their study stays and practices**

Vote: 27, 0, 0.

### **Ad 11) Information of the activity of IFMSA – Tereza Štěpánková**

She presented the activity of the IFMSA organization and its branch at 3FM CU, she informed not only about past activities and actions completed in 2013, but also about activities planned for next year. She informed the senators about foreign actions and excursions of IFMSA 3 FMCU. The most significant success was the election of 3 members of IFMSA 3FM CU into the national IFMSA CZ, organization of the national meeting IFMSA in November in 2014 at our faculty, five students of 3FM CU will go to Tunis.

#### **Conclusion:**

**AS 3FM CU took the information about the activity of Trimed in 2013 and plans for 2014 into account.**

### **Ad 12) The information about the activity of TRIMED – Martin Pavelka**

The annual report of TRIMED for the year 2013 was sent to all the senators by e-mail. Senator Pavelka informed the senators about past and planned activities of Trimed, he mentioned some improvements and changes, the intention to establish a Vietnamese section and section for English speaking students. In its presentation he mentioned some facts dealing with the organization, its history, actions held in 2013 and plans for 2014. In the end he mentioned the aims of Trimed: „to create a friendly and family atmosphere at 3FM CU, to take care of interconnection between students and teachers, to help younger students and to make the leisure time between study duties of older students more pleasant.

#### **Conclusion:**

**AS 3 FM CU took the report of the activity of TRIMED into account.**

### **Miscellaneous**

1. The statement of 3 FM CU - Info from the letter of Mrs. Tejkalová– starting flats – Mgr. Vácha.

**Next session of AS 3FM CU will be held on Tuesday, 13<sup>th</sup> May 2014 at 2.30 p.m. in conference hall 223, 1<sup>st</sup> floor, Dean's office.**

Mgr. Marek Vácha, Ph.D. v.r.

The Chair of AS 3FM CU

Edited by: Vácha, Votava, Štefela

Written by: Sádecká

Minutes of the AS of the 3rd Faculty of Medicine No. 6, which was held on May 13, 2014 in the Conference Hall No. 223 on the 3rd Faculty of Medicine Dean's Office, Ruska 87, Prague 10, at 1430.

**Agenda:**

Ad 1) Opening

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

Ad 3) Checking the minutes from April 8<sup>th</sup>, 2014

Ad 4) Information from the Dean

Ad 5) Evaluation of Teaching for the winter semester 2013/2014 - MD. Marx

Ad 6) Presentation of students nominated for the M. Bertrand Award(Ondřej Sglunda, Petra Lavrikova) - doc. Patočková

**Miscellaneous:**

Information about how to support recreational activities of students - Mgr. Vacha. checking task from the last meeting.

**Attendee:** according to the attendance list

**Excused:** according to the attendance list

**Ad 1) Opening**

The meeting was opened by Mgr. Vacha by welcoming all senators present and guests. 25 senators were present at that time, the Senate was quorate.

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

The Chairman presented the program, which was also available for the senators on the invitation to the session.

e-mail.

Tellers of today's meeting were elected: Pavelka, MD. Trnka

**Conclusion:**

**Agenda of today's meeting was approved by tacit consent.**

**Ad 3) Checking of the minutes from April 8<sup>th</sup>, 2014**

Mgr. Vacha reminded the items of the last meeting minutes, which all senators received by e-mail, including the received resolution. Because none of those present raised concerns, AS

issued the conclusion:

**Minutes of April 8th 2014 was approved by tacit consent.**

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

- Ministry of Health requirement – practical education in the 6<sup>th</sup> year – the faculty meets the requirement of more than is required.
- Construction of a teaching pavilion for anatomy and pathology - the head of FNKV MUDr. Zeman received a study; the management of the faculty received comments that will be tackled by the expert teams (heads of anatomy and pathology departments), in the premises of the Dean's Office a copy will be available for members of the AS and others, for possible comments; the competition and construction will then be organized by the rector's management.
- Budget of the faculty
- Competitions for grants –there will be a different practice of allocation of funds, we will have to compete for grants more, it is necessary to motivate researchers so that they submit applications for grants.  
1st and 2<sup>nd</sup> Faculty of Medicine of CU and FM Olomouc and Brno are more successful in obtaining grants than 3rd Faculty of Medicine.
- Success in GAUK is improving

Discussion: none

**Conclusion:**

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

#### **Ad 5) Evaluation of teaching for winter semester 2013/2014 – MUDr. Marx**

Changes in evaluation:

CU is preparing regulations for student evaluation of teaching; Dean produces a report on evaluation once a year.

What is evaluated and how, the schedule, the manner, place and date of publication of the results of the evaluation.

After the university Regulations are approved internal regulations of the Faculty will be issued -regulation should apply from the new academic year.

This year the evaluation were duplicated - a classic in paper and electronic pilot project evaluation.

MUDr. Marx presented the results of the evaluation. Based on the evaluation the Department of Languages will be required to organize English language training for teachers. MUDr. Marx explained the method of the electronic evaluation; the return of questionnaires was lower, students must be given more time to implement the evaluation.

Since the summer semester the evaluation at the 3FM will be only electronic. Incentive instruments for students to participate in the evaluation will be published, processing of the feedback will be faster.

Next steps - an interfaculty working group for this issue should arise.

Discussion: Trnka, Marx, Havrda, Polách, Votava

**Conclusion:**

**AS 3FM CU acknowledged the information about evaluation for winter semester 2013/2014 and agreed that it is published on the faculty websites.**

Vote: 25,0,0

**Ad 6) Presentation of students nominated for the M. Bertrand Award (Ondřej Sglunda, Petra Lavříková) - doc. Patočková**

Doc. Patočková presented two students nominated for the award. Four students met the terms: merit criterion – grade point average not higher than 1.2 and extracurricular activities. The prize is associated with financial rewards 10 thousand CZC for the winner.

AS agreed to grant "Recognition of the Academic Senate of the 3rd Faculty of Medicine," to the candidate who is placed second.

**Resolution:**

**AS FM CU agrees that the candidate who does not win the M. Bertrand Award will be given "Recognition of the Academic Senate of the 3rd Faculty of Medicine," due to an extraordinary study results.**

Vote: 25,0,0

Individual applicants presented their extracurricular activities and information about their representation of the faculty while abroad. Presentation of student Lavříková was introduced via electronic media as the student is currently studying abroad under the Erasmus program.

**After both presentations 25 senators voted by secret ballot and determined the holder of the Margaret Bertrand Award in 2013.**

**The Election Commission: MUD. Havrda, Doc. Novák and Patzelt.**

The results of the secret ballot:

Doc. MUDr. Novák presented the voting results:

- one vote was invalid,
- 13 votes received student Sglunda,
- 11 votes received student Lavříková

**Conclusion:**

**Student Ondřej Sglunda won the Margaret Bertrand Award for 2013.**

The head of the senate congratulated to the winner.



Miscellaneous

**1) Information about how to support recreational activities of students - Mgr. Vácha**

Mgr. Vácha informed the participants about these options, which are listed at:  
<http://www.cuni.cz/UK-5695.html>.

- 2) Senator Pavelka reminded the event “Parník”**
- 3) Student Scientific Conference is held on 27 May 2014**
- 4) Checking tasks from the last meeting**

**Next session of AS FM CU will be held on 3<sup>rd</sup> June 2014 at 14:30. The venue will be communicated well in advance.**

Mgr. Marek Vácha, Ph.D.

Chair of AS 3FM CU

Proofreading: Vácha, Votava, Štefela

Minutes taken down by: Sádecká

**Minutes of the AS of the 3rd Faculty of Medicine No. 8, which was held on October 14, 2014 in Radana Konigová Conference Hall, Ruska 87, Prague 10, at 1430.**

**Attendee:** see the attendance list

**Excused:** see the attendance list

**Ad 1) Opening**

The meeting was opened by Mgr. Vacha by welcoming all senators present and guests. 23 senators were present at that time, the Senate was quorate.

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

The Chairman presented the program, which was also available for the senators on the email invitation to the session..

Tellers of today's meeting were elected: Pavelka, MD. Trnka

**Conclusion:**

**Agenda of today's meeting was approved by tacit consent.**

**Ad 3) Checking of the minutes from June 6<sup>th</sup>, 2014**

Mgr. Vacha reminded the items of the last meeting minutes, which all senators received by email, including the received resolution. Because none of those present raised concerns, AS issued the conclusion:

**Minutes from June 6<sup>th</sup> 2014 was approved by tacit consent.**

**Ad 4) Information from the Dean**

1. Beginning of the school year, information day, matriculation – acknowledgment to Vice-Dean for Study Affairs and to the Study Division
2. Information about the meeting of Czech and Slovak medical schools
3. Organizational changes this year will not be major, Dean named subjects and their continuity within the general educational frame
4. Support of the quality research laboratory
5. Dean's Day – organized by students
6. Problem of insufficient students attendance at lectures and seminars
7. The law about teaching hospitals

Discussion: Polách, Trnka, Hugo, the Dean, Mandys, Havrda,

**Conclusion:**

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

**Ad 5) Information on preparation of elections of 3FM representatives to AS CU, announcement of the election of representatives of the faculty to the University Senate for 2015 – 2018 – Mgr. Vácha**

Rector of Charles University in Prague declared the election of representatives of the 3FM to the Academic Senate for the period 1 February 2015 to 31 January 2018.

To organize the elections to the UK following rules apply:

The right to vote and to be elected for the 3rd Faculty of Medicine have all members of the academic staff of the 3rd Faculty of Medicine by Act no. 111/98 Coll. as amended, and the students enrolled to study at the 3rd Faculty of Medicine. Any other interpellation cannot be applied without the approval of AS 3FM CU.

Employees who are assigned to more workplace of Charles University, can vote and be elected for only one faculty according to their choice. This provision shall also apply to the students registered at more than one faculty.

Graduate students who are employed at the faculty as teachers can decide whether they will vote as students or academics. They shall notify that directly to the Electoral Commission during elections.

**Results of distance voting - the date, place and time of elections, the voting results on "information about the study and admission procedure 2012 - 2013"**

Academic Senate 3FM CU set the date, time and place for elections by distance voting ( per rollam) held on 11<sup>th</sup> September -19<sup>th</sup> September 2014 (31, 0, 1)

**Resolution:**

**Academic Senate 3FM CU**

**a) in accordance with Art. 1, para. 2 of the Election Rules and AS UK set the date, time and place of the election of representatives of the 3rd Faculty of Medicine to the Academic Senate CU on:**

**November 12, 2014 (Wednesday) from 10.00 hours to 16.30 hours,**

**November 13, 2014 (Thursday) from 9.00 hours to 15.00 hours**

**Venue:**

**- The dean's office 3FM CU, Ruská 87, Praha 10, room no. 223 - academics,**

**- The dean's office 3FM CU, Ruská 87, Praha 10 entry hall - students,**

**b) in accordance with Art. 8 of Election and Rules of AS CU, the date of possible repeat elections were set at 26 and 27 November 2014.**

Academic Senate 3FM has informed all members of the academic community, where and when they can submit proposals for candidates for the Academic Senate CU.

At the same time, volunteers were asked to work on the election commission, both among teachers and students. To be reported in writing to the e-mail address [ludmila.sadecka@lf3.cuni.cz](mailto:ludmila.sadecka@lf3.cuni.cz).

**Ad 6) Announcement of the election of representatives to the Council of Higher Education Institutions, setting the date of elections, determination of the electoral commission, which counts filed voices**

The Academic Senate received a request for a ticket with the name of a 3FM CU representative to the Council of Higher Education Institutions. first the deadline was November 18, 2014, and subsequently it was 30 October 2014.

Every member of the academic community can submit candidates for The Council and the students chamber.

All members of the academic community were informed through the websites, VNS and also via e-mails and asked to submit their proposals electronically by 20 October 2014 to [ludmila.sadecka@lf3.cuni.cz](mailto:ludmila.sadecka@lf3.cuni.cz) (it applies to both chambers of AS 3FM CU).

Secretary of AS 3FM CU obtains agreements of proposed members and issues ballot papers (in different colors for teachers and students).

Election period - 1 January 2015 to 31 December 2017, the first meeting should be held on 8 January 2015.

However, AS 3FM will not meet by 30 October, thus senators vote (23,0,1 - without any comments) for the following procedure:

- a) three-member election committee was elected: Mandys - Chairman, Svobodová and Marvanová – members; they will meet on October 24, pick up the ballot box, recount and draw up a report on the elections
- b) On 22 and 23 October (Wednesday and Thursday) appeal senators on the ballot paper, which receives upon signing at the Secretary AS 3. LF UK, the ballot boxes will be located in the mailroom (from 7, 00-15, 30 hours).
- c) On the ballot, voters shall circle one candidate.

**Ad 7) The rules for awarding scholarships adjusted according to comments of Legislative Committee AS CU - MD. Marx**

MD. Marx presented the Chancellor's comments on the draft, which the faculty presented, explained and submitted material changes to the text required RUK. It was a formal affairs. None of the senators raised concerns in the discussion.

**Resolution:**

**Academic Senate 3FM CU**

- a) in accordance with Art. 10, section 1, point. b Statute of the 3rd Faculty of Medicine approves amendments to the draft amendment to the Rules for scholarships at the 3rd Faculty of Medicine.**
- b) requires the Chair of AS 3FM CU together with the Dean to submit the proposal for approval by AS CU.**

Vote: 25, 0, 0

**Ad 8) Conditions of enrollment proceedings for the academic year 2015/2016 – MUDr. Marx**

All senators received the material to the content well in advance; no discussion on the topic arised.

**Resolution:**

**AS 3FM CU, in accordance with Art. 10, para. 1, point. e) of the Statute of the 3rd Medical Faculty of Charles University in Prague approves the conditions for the admission in the academic year 2015/2016.**

Vote: 25, 0, 0

### **Ad 9) The magazine Vesmír Awarding – submitted by Student Chamber**

Student Chamber presented a list of students eligible for the Vesmír Award - Master's study: Because senators in the submitted material lacked detailed justification especially extracurricular activities for individual candidates, it was agreed in the debate that this item will be accompanied by the required justification submitted again at the AS 3FM CU Meeting on 11 November 2014.

#### **Resolution:**

**AS 3FM CU agrees that the magazine Vesmír Award be postponed to the meeting on 11 November 2014.**

Vote: 25, 0, 0

#### **Miscellaneous**

- 1) Checking the tasks of the previous meeting
- 2) Information from the meeting AS CU - presented by MUDr. Havrda:
  - Inventory of internal regulations of the University,
  - The number of students from foreign countries, accreditation of medical specialties
  - The idea of connection of small medical fields, cooperation with Central European universities
  - Upcoming events for the anniversary on November 17 (1939, 1989);
  - Information on the activities of the Ethics Committee AS CU,
  - Amendment of the rules - supporting the payment of the fee for placing a child in nursery school - for children of workers at Charles University.
- 3) Thanks TRIMED - for welcoming students entering the first year, Beanie.
- 4) Information from the meeting of representatives of the academic senates of medical faculties in the Czech Republic and Slovakia - presented by Mgr. Vácha.
- 5) MUDr. Hugo - a table for checking tasks from AS - finalization and updates of the table - Chairman Mgr. Vácha.
- 6) TRIMED – on 22 November the first job fair will be held at 3FM CU

**Next session of AS FM CU will be held on 11 June 2014 at 14:30 in Syllaba lecture hall**

Mgr. Marek Vácha, Ph.D.

Chair of AS 3FM CU

Proofreading: Mgr. Vácha, doc. Votava, Patzelt

Minutes taken down by: Sádecká

**Minutes of the Senate Session (no.9) of the Third Faculty of Medicine that took place on 11<sup>th</sup> November 2014 in the conference room of Radana Konigová, the building of the 3FM 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 14<sup>th</sup>, 2014
4. Information from the Dean
5. Election results for the Council of Higher Education Institutions of the CR for 2015-2017 - submitted by Mgr. Vácha
6. Approval of the election committee for elections of the representatives for the Academic Senate of the 3FM CU – Mgr. Vácha
7. The list of candidates for elections of the representatives for the Academic Senate of the 3FM CU – Mgr. Vácha
8. Conditions for the entrance examination 2015-2016 for the English program– MUDr. Marx
9. The award of the journal “Vesmír” (Universe) – nominations – Patzelt
10. Miscellaneous

**Ad 1) Opening**

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

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

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

**Conclusion:**

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

**Ad 3) Checking of the minutes from October 14<sup>th</sup>, 2014**

**The minutes from October 14<sup>th</sup>, 2014 were approved by tacit consent.**

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

1. Introducing MUDr. Šoltys – the 1<sup>st</sup> chairman of the AS 3FM CU – Student Chamber
2. The commemorative linden tree planting ceremony
3. Up-date on the negotiations with the FK NV concerning buying the lot for a construction of a new department of anatomy and pathology
4. Professional growth of faculty hospitals – KOC – the deans of the medical faculties were invited to participate in the meeting
5. Intention to establish an ethics committee of the academics for dealing with the research proposals
  - there are supposed to be two representatives of the Scientific Board of the 3FM CU, 2 representatives of the AS 3FM CU, a chairman, an ethical code
6. Boosting the faculty prestige – awards won by the employees of the faculty (Prof. Widimský – the award of the European Society of Cardiology)
7. Invitation to the Christmas concert of the faculty

#### **Conclusion:**

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

#### **Ad 5) Election results for the Council of Higher Education Institutions of the CR for 2015-2017 - Mgr. Vácha**

The election committee members:

Prof. MUDr. Václav Mandys, CSc. – the chairman, PhDr. Hana Svobodová – a member, Zuzana Marvanová – a member

The committee stated that in the elections for the Council of Higher Education Institutions of the CR announced by the Academic Senate of the 3FM CU on the October 14<sup>th</sup>, 2014 voted 12 out of the 16 eligible voters, i.e. 75%.

There were issued 12 ballot papers, 12 ballot papers were submitted, they were all valid.

The proposed candidate was MUDr. Jan Trnka, PhD, a senior lecturer of the Department of Biochemistry, Cell and Molecular Biology.

The election committee did not receive any objections concerning proceedings and results of the elections.

Based on the above mentioned information, the election committee stated that the elections were in compliance with Proceedings regulations of the AS CU, and **MUDr. Jan Trnka, PhD**, was elected a representative of the 3FM CU for the Council of Higher Education Institutions of the CR.

**Jakub Polách**, a student of the 5<sup>th</sup> year of General Medicine Master's Program, was elected

a representative for the Student Chamber of the Council of Higher Education Institutions of the CR. Next, **David Megvinet-Chucesov**, a student of the 2<sup>nd</sup> year of the General Medicine Master's Program, was elected a substitute candidate.

#### **Ad 6) Approval of the election committee members for the elections of the AS 3FM CU representatives for the AS CU – Mgr. Vácha**

The following members of the election committee for the elections for the AS CU, for the period 2015-2018, were approved by the method per rollam on the November 4 – 6<sup>th</sup>, 2014:

##### **- Vote of the academics:**

1. MUDr. Jiří Záhorka, the Orthopedic and Trauma Clinic
2. MUDr. Lukáš Bittner, FEBU, FECSM, the Urology Clinic
3. Mgr. Ivana Hřebíčková, the Institute of General, Pathologic and Clinical Physiology
4. MUDr. Lucie Hubičková, PhD, the Institute of Histology and Embryology
5. MUDr. Miroslav Hruška, the Urology Clinic

##### **- Substitutes:**

MUDr. Jana Dáňová, PhD, the Institute of Epidemiology

MUDr. Tomáš Lena, the Orthopedic and Trauma Clinic

Mgr. Mária Malinová, the Institute of General, Pathologic and Clinical Physiology

MUDr. Iveta Matějovská, the Institute of General, Pathologic and Clinical Physiology

##### **- Vote of the student representatives:**

1. Lucie Olivová, a student of the General Medicine Master's Program, 4<sup>th</sup> year
2. Petra Setničková, a student of the General Medicine Master's Program, 2<sup>nd</sup> year
3. Veronika Hruškovská, a student of the General Medicine Master's Program, 3<sup>rd</sup> year

##### **- Substitute representatives:**

Matěj Patzelt, a student of the General Medicine Master's Program, 6<sup>th</sup> year

Kateřina Šubrtová, a student of the General Medicine Master's Program, 3<sup>rd</sup> year

Radka Cihlářová, a student of the General Medicine Master's Program, 4<sup>th</sup> year



**The session minutes taken down by:** Ing. Ludmila Sádecká

**The results of the per rollam vote:**

Nr.	Name	Yes – No
		abstained from voting
1.	Arenberger Petr, Prof., MUDr., DrSc., MBA	no opinion
2.	Džupa Valér, Doc., MUDr., CSc.	yes
3.	Hajer Jan, MUDr., PhD	no opinion
4.	Havrda Martin, MUDr.	yes
5.	Novák Jan, Doc., MUDr., PhD	yes
6.	Toušek Petr, Doc., MUDr., PhD	yes
7.	Tvrdek Miloslav, Doc., MUDr.	yes
8.	Votava Felix, Doc., MUDr., PhD	yes
9.	Bernášková Klára, MUDr., CSc.	no opinion
10.	Dáňová Jana, MUDr., PhD	yes
11.	Mandys Václav, Prof., MUDr., CSc.	yes
12.	Rambousková Jolana, MUDr., CSc.	yes
13.	Rosina Jozef, Prof., MUDr., PhD	yes
14.	Svobodová Hana, PhD	yes
15.	Trnka Jan, MUDr., PhD	yes
16.	Vácha Marek, Mgr., PhD	yes

1.	James Andronicus	no opinion
2.	Radka Cihlářová	no opinion
3.	Veronika Hrušovská	yes
4.	Jan Hugo, MUDr	no opinion
5.	Jonáš Kolibík	yes
6.	Radka Koudelová	yes
7.	Kateřina Kosová	no opinion
8.	Zuzana Marvanová	yes
9.	Jakub Miletín, MUDr.	no opinion
10.	Matěj Patzelt	yes
11.	Martin Pavelka	yes
12.	Jakub Polách	yes
13.	Johannes Schroll	no opinion
14.	Jakub Štefela	yes
15.	Kateřina Šubrtová	yes
16.	Monika Větrovská	no opinion

Vote: 22, 0, 10.

### Conclusion:

**The AS of 3FM UC approved by the method per rollam (corresponding vote) the members of the election committee for the elections of the AS 3FM CU representatives for the AS CU for the period 2015-2018.**

### **Ad 7) The list of candidates for the elections of the AS 3FM CU representatives for the AS CU – Mgr. Vácha**

All members of the Academic Community were entitled to propose candidates by November 5<sup>th</sup>, 2014 (incl.). They were repeatedly appealed. The ballot boxes for the proposals with posted regulations in Czech and English languages were placed in the hall of the Dean's office.

The following proposed candidates confirmed their candidacy, and their names were released on the list of candidates posted in the hall of the Dean's office on November 7, 2014, as well as on the website of the AS 3FM CU, followed by the main faculty website.

### **The academics:**

Nr.	Surname, given names, academic title	Home institute	Contact information
1.	Balík Ondřej, MUDr.	Institute of Histology and Embryology	<a href="mailto:ondrej.balik@lf3.cuni.cz">ondrej.balik@lf3.cuni.cz</a>
2.	Balušíková Kamila, RNDr.	Institute of Biochemistry, Cell and Molecular Biology	<a href="mailto:kamila.balusikova@lf3.cuni.cz">kamila.balusikova@lf3.cuni.cz</a>
3.	Džupa Valér, Doc., MUDr., CSc.	Orthopedic and Trauma Clinic	<a href="mailto:dzupa@fnkv">dzupa@fnkv</a>
4.	Fontana Josef, MUDr.	Institute of Biochemistry, Cell and Molecular Biology	<a href="mailto:josef.fontana@lf3.cuni.cz">josef.fontana@lf3.cuni.cz</a>
5.	Havrda Martin, MUDr.	1 <sup>st</sup> Internal Clinic	<a href="mailto:havrda@fnkv.cz">havrda@fnkv.cz</a> <a href="mailto:martin.havrda@lf3.cuni.cz">martin.havrda@lf3.cuni.cz</a>
6.	Doc. MUDr. Tomáš Jirásek, Ph.D.	Institute of Pathology	<a href="mailto:tomas.jirasek@fnkv.cz">tomas.jirasek@fnkv.cz</a>
7.	Kachlík David, Doc., MUDr., Ph.D.	Institute of Anatomy	<a href="mailto:david.kachlik@lf3.cuni.cz">david.kachlik@lf3.cuni.cz</a>
8.	Kalvach Pavel, Prof., MUDr., CSc.	Neurology Clinic	<a href="mailto:pavel.kalvach@lf3.cuni.cz">pavel.kalvach@lf3.cuni.cz</a> <a href="mailto:kalvach@fnkv.cz">kalvach@fnkv.cz</a>
9.	Mořovská Zuzana, Doc., MUDr., Ph.D.	3 <sup>rd</sup> Internal Cardiology Clinic	<a href="mailto:zuzana.motovska@fnkv.cz">zuzana.motovska@fnkv.cz</a>

10.	Těšínský Pavel, Doc., MUDr.	2 <sup>nd</sup> Internal Clinic	<a href="mailto:pavel.tesinsky@lf3.cuni.cz">pavel.tesinsky@lf3.cuni.cz</a>
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**Students:**

Nr.	Surname, given names, academic title	Year of study	Contact information
1.	Cao Thi Linda	3 gen.med.	<a href="mailto:mrlindacao@gmail.com">mrlindacao@gmail.com</a>
2.	Doleček Jan	1 gen.med.	<a href="mailto:jan.dolecek@gmail.com">jan.dolecek@gmail.com</a>
3.	Dominiková Eva	4 gen.med.	<a href="mailto:dominikova@gmail.com">dominikova@gmail.com</a>
4.	Falta Jan	3 gen. med.	<a href="mailto:plachtak007@centrum.cz">plachtak007@centrum.cz</a>
5.	Fridrichovská Aneta	2 gen. med.	<a href="mailto:anyfany@seznam.cz">anyfany@seznam.cz</a>
6.	Kaliba Daniel	3 gen. med.	<a href="mailto:daniel.kaliba@gmail.com">daniel.kaliba@gmail.com</a>
7.	Kyselica Miroslav	3 gen. med.	<a href="mailto:miroslavkyselica@gmail.com">miroslavkyselica@gmail.com</a>
8.	Megvinet - Chucesov David	2 gen. med.	<a href="mailto:megvinetdavid@gmail.com">megvinetdavid@gmail.com</a>
9.	Polách Jakub	5 gen. med.	<a href="mailto:jakubpolach@gmail.com">jakubpolach@gmail.com</a>
10.	Šmída Jan	4 gen. med.	<a href="mailto:smida.jan@gmail.com">smida.jan@gmail.com</a>
11.	Trinh Minh Duc	4 gen. med.	<a href="mailto:trinh.minh.duc@seznam.cz">trinh.minh.duc@seznam.cz</a>

**Ad 8) Conditions for entrance examinations in 2015-2016 for the English program – MUDr. Marx**

MUDr. Marx introduced the materials that all senators received ahead of the session via e-mail. These already included comments made by the RUK. He explained the particular comments that had been made. The materials were presented in the final version and ready to be mailed to the RUK committee for an approval of the AS CU.

Discussion: Havrda, March, Polách, Andronicus.

**Conclusion:**

**AS 3FM CU in compliance with the Status of the 3FM CU, Article 10, Section 1, ad e), approved the conditions for entrance examinations for 2015-2016 in the English program.**

Vote: 24, 0, 0.

**Ad 9) Journal “Vesmír” (Universe) Award – selection of candidates - Patzelt**

The proposal for the journal “Vesmír” (Universe) award had been sent to all the senators via e-mail ahead of the session, including the reasons for choosing these candidates.

The following candidates were selected:

- 1st year: David Megvinet
- 2nd year – not awarded

- 3rd year: Nikola Schneibergrová, Tereza Bartošová, (David Šilhán)
- 4th year : Edita Piačková, Lukáš Kadeřábek, (Barbora Horehled'ová)
- 6th year: Anne LeRoy, not awarded

Discussion: Hajer, Havrda Bernášková, Šoltys, Marx, the Dean, Patzelt

- the award should have a status, students are not interested in participating, the origin of the prize, there should be another journal offered to students, there is no award for the students of the English program,
- a questionnaire should be made by the students' community to suggest which other journal could be an alternative ("Vesmír" or some other journal, what to do about the students from the English program).

**Conclusion:**

**The AS 3FM CU approves of the students' nominees to be awarded by the "Vesmír" journal (incl. students listed in brackets) for the academic year 2013-2014.**

Vote: 23, 0, 1.

**Ad 10) Miscellaneous**

1. checking the minutes from the previous session
2. the table for checking the long-term goals – proposed by Mgr. Vácha, will be posted and up-dated on the website of 3FM CU
3. invitation for the meeting of the Academic community of 3FM CU and the ceremony of the commemorative linden tree planting – Mgr. Vácha
4. inviting all the present senators to participate in the job fair of 3FM CU  
"TRIMED JOB 2014" that will be held on November 11, 2014

**Next session of the AS 3FM CU will take place at the Radana Konigova conference room, No. 223, on December 9, 2014, at 14:30.**

Mgr. Marek Vácha, Ph.D. a.p.

Chairman of AS 3FM CU

Comments: Mgr. Vácha, Doc. Votava, Patzelt

Minutes taken down by: Ing. Sádecká

**Minutes of the Senate Session (No.10) of the Third Faculty of Medicine that took place on December 9<sup>th</sup> 2014 in Radana Königová conference room, Ruská 87, Prague 10, at 1430.**

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking of the minutes from November 11<sup>th</sup> 2014
4. Information of the Dean - on behalf of the Dean prof. Widimský
5. Classes held in Klecany- transportation and accessibility - on behalf of the Dean prof. Widimský
6. Results of election to AS CU- Vácha
7. Awarding scholarship for excellent school results- MUDr. Marx
8. Allocation of the budget result 722, 068 CZK, Ing. Mužíková, Mašek
9. Students presentations of promotional clothing - Kosová
10. Students proposal- new drink vending machine -Patzelt

Miscellaneous:

Checking of the minutes from the last session- Vácha

Invitation for Christmas party- Štefela

Invitation for New Year's bowling- Štefela

**1) Opening**

Mgr. Vácha opened the session and welcomed all senators and guests present.

**19 senators** were present, the Senate was quorate.

**Senators present and guests:** see attendance list

**Excused:** see attendance list

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

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

Scrutineers appointed: Pavelka, doc. Tvrdek

**Resolution:**

**Proposed agenda was approved by tacit consent.**

## **3) Checking of the minutes from Nov. 11th 2014**

Mgr. Vácha recalled the agenda from previous session which was sent to all senators by email, including resolutions. As no one objected to it, AS approved this resolution:

**Minutes from November 11th were approved by tacit consent.**

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

On behalf of the Dean prof, Widimský- no information

**5) Classes held in Klecany, transportation and accessibility-** on behalf of the Dean prof. Widimský.

Since 01.01.2015 all classes specialized in PSYCHIATRY (Neurobehavioural Sciences, Compulsory optional courses, Bachelor study: Physiotherapy, Dental Hygiene and Nursing- Nurse), which are according the schedule held in PCP and not in Ruská street, will be held in the new building of the National Institute of Mental Health (in the past PCP) Prague, Topolová street 748, 250 67 Klecany.

Bus connection from Kobylisy, at present an analysis of transportation is being held with regard to the growing number of students and teachers. Later on, the situation will be discussed again if the current conditions will prove to be insufficient.

**Resolution:**

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

## **Ad 6) Results of the election of faculty deputies to the Academic Senate of CU-Vácha**

The Chair of AS 3FM CU thanked to MUDr. Havrda a MUDr. Fontana who worked as faculty deputies in the last election period.

**Members of partial election committee - for the vote of academic staff and students:**

1. MUDr. Lucie Hubičková, Ph.D., Department of Histology and Embryology - Chair,
2. MUDr. Jiří Záhorka, Department of Orthopaedics and Traumatology,
3. Mgr. Ivana Hřebíčková, Department of Normal, Pathological and Clinical Physiology,
4. Veronika Hrušovská, 3rd year student of Public Health, deputy of the Chair, Bachelor's programme
5. Lucie Olivovová ,4th year student of General Medicine, Master's programme
6. Kateřina Šubrtová, 3rd year student of General Medicine, Master's programme

**Recorder:** Ing. Ludmila Sádecká, Secretary of AS 3FM CU

On the session held on Nov. **12th and 13th 2014** it was found out that 130 entitled voters voted out of 507 - academic staff, i. e. 25.6 %; 130 ballots were submitted, 129 of them valid.

297 students out of 1865 entitled voters participated in the vote, i.e. 15.9 % 297 ballots were submitted, 293 of them valid.

**Proposed candidates from academic staff obtained :**

		Number of ballots	% out of voters who elected
1.	<b>Džupa Valér, Doc., MUDr., CSc.</b>	55	42.3
2.	<b>Mořovská Zuzana, Doc., MUDr., Ph.D.</b>	39	30.0
3.	<b>Kachlík David, Doc., MUDr., Ph.D.</b>	37	28.5
4.	<b>Fontana Josef, MUDr.</b>	31	23.8
5.	<b>Kalvach Pavel, Prof., MUDr., CSc.</b>	26	20.0
6.	<b>Havrda Martin, MUDr.</b>	21	16.2
7.	<b>Těšínský Pavel, Doc., MUDr.</b>	9	6.9
8.	<b>Doc. MUDr. Tomáš Jirásek, Ph.D.</b>	8	6.2
9.	<b>Balík Ondřej, MUDr.</b>	7	5.4
10.	<b>Balušíková Kamila, RNDr.</b>	3	2.3

**Proposed students obtained:**



		Number of ballots	% out of voters who elected
1.	<b>Polách Jakub</b>	142	47.8
2.	<b>Kyselica Miroslav</b>	83	27.9
3.	<b>Dominiková Eva</b>	82	27.6
4.	<b>Megvinet - Chucesov David</b>	65	21.9
5.	<b>Falta Jan</b>	51	17.2
6.	<b>Cao Thi Linda</b>	31	10.4
7.	<b>Doleček Jan</b>	21	7.1
8.	<b>Kaliba Daniel</b>	17	5.7
9.	<b>Šmída Jan</b>	16	5.4
10.	<b>Fridrichovská Aneta</b>	14	4.7
11.	<b>Trinh Minh Duc</b>	11	3.7

The Election Committee did not obtain any objections during the election and can thus claim that the election was in accordance with the Regulation of AS CU and the members of AS CU for the election period 1. 2. 2015 -31. 1. 2018 are:

academic staff

1. **Doc. MUDr. Valér Džupa, CSc.,**
2. **Doc. MUDr. Zuzana, Moťovská,**

students

1. **Jakub Polách,**
  2. **Miroslav Kyselica.**
- 

According to Art. 9, par. 1 AS CU these deputies were elected:

academic staff

1. **Doc. MUDr. David Kachlík, Ph.D.,**
2. **MUDr. Josef Fontana,**
3. **Prof.,MUDr. Pavel Kalvach, CSc.,**
4. **MUDr. Martin Havrda,**

students

1. **Eva Dominiková,**
2. **David Megvinev – Chucesov,**
3. **Jan Falta,**
4. **Linda Thi Cao.**

The Chair Vácha congratulated to the elected senators and wished them a lot of vigour in their beneficial work for our faculty.

#### **Ad 7) Awarding scholarship for school results – MUDr. Marx**

Material was presented by prof. Widimský, who explained the rules of awarding scholarship to the senators, which is set by Scholarship Rules of CU, offering the lowest sum of money. The presented proposal is based on the current amount of money in Faculty scholarship fund.

#### **Discussion:**

Havrda, Trnka, Votava, Widimský

Discussion concerned the right of the faculty to have greater power in school result scholarship allocation, the number of scholarships, and their amounts. For this year, senators voted for the presented proposal.

#### **Resolution:**

**AS 3 FM CU in accordance with Par. 4, Art. 4 Scholarship rules of CU approves the Dean's proposal: the amount of the scholarship for excellent results in the academic year 2013/2014 is 11,000 CZK.**

Vote: 24, 0, 0.

#### **Resolution:**

**AS 3FM CU advises its deputies - senators in AS CU to initiate the debate on the change of the Scholarship Rules, so that particular faculties could have more power and flexibility in scholarship allocation.**

Vote: 23, 0, 3.

#### **Ad 8) Allocation of budget result in the amount of 722, 068 CZK – Ing.**

**Mužíková, Mašek**

Mr. Mašek, the economist of the faculty presented the result of the budget. The Rector's Office announced the height of the result from past years to allocate. In accordance with Art.12 – 16 Amend. No.. 8 Statute of CU and Rector's regulations No. 35/2007 AS 3FM CU obtained the proposal to allocate the budget result 722, 068 CZK to the fund of fixed assets. The money will be used in construction of new building of anatomy and pathology. Economic committee suggests to approve this proposal.

#### **Resolution:**

**AS 3 FM CU approves the budget result and approves its use in fund of fixed assets.**

Discussion: Havrda, Mašek

Vote: 26, 0, 0.

**9) Presentation of students proposals on new promotional clothing – Kosová**

Senators were presented new proposal on coats, T-shirts, sweatshirts. In a rich discussion (Džupa, Havrda, Patzelt, Widimský, Rosina, Dáňová, Větrovská, Arenberger) current situation of promotional clothing and souvenirs was mentioned (goods for 714,000CZK is still in stock) First, it is necessary to dispose of it and then it is possible to discuss new proposals.

**Resolution:**

**AS 3. LF UK takes the students' suggestion on new advertising clothes into account and suggests the faculty to discuss students' proposals.**

**Vote:** 25, 0, 1.

**Ad 10) Students suggestion - a new drink vending machine– Patzelt**

Senators of Students' chamber presented the proposal based on students' requirement -a new drink vending machine X2 E/7 – "Coffee to go" by the firm DELIKOMAT Ltd. in the building of the faculty.

**Resolution:**

**AS LF3 CU advises the faculty to place a drink vending machine at the entrance hall.**

**Vote:** 26, 0, 0.

Miscellaneous

- a) Checking of assignments from last session – Vácha
- b) Invitation for New Year's Bowling – Štefela
- c) Invitation for Christmas party held on 19. 12. 2014 – Pavelka
- d) Information on the session of the Economic session LF3 CU – Štefela,

Economic committee suggests the faculty to submit the material (including explanatory memorandum review) to be discussed in AS 3 FM CU in advance of two weeks in accordance with the Regulations of AS 3 FM CU .

- e) Thanks to Trimed for organizing St. Nicholas Party, thanks for help in 2014 to everybody and Christmas wishes– Mgr. Vácha.

**Next session of AS 3 FM CU will be held on January 13th 2015 from 1430 in a conference hall of Radana Königová, room No.223.**

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

Edited by: Mgr. Vácha, doc. Votava, Štefela

Written by: Sádecká

**Minutes of AS 3FM meeting no.11, which took place on 13 January 2015 in Rada Königová conference room, Ruská 87, Praha 10, at 14:30.**

Program:

Ad 1) Opening

Ad 2) Approval of the session agenda, appointment of scrutineers

Ad 3) Checking of the minutes from December 9<sup>th</sup>, 2014

Ad 4) Information from the Dean

Ad 5) Rules for Erasmus+ tender – MUDr. Dáňová

Miscellaneous:

Checking of assignments from the last meeting –Mgr. Vácha

Acknowledgement and invitation – Mgr. Vácha

**Ad 1) Opening**

The meeting was opened by Mgr. Vácha, the Chair; he welcomed all senators and guests  
25 senators were present at the time, the Senate was a quorum.

**Ad 2) Approval of the program, appointment of scrutineers**

The Chair presented the program, which senators were given in the e-mail invitation.

Scrutineers of today's meeting were elected: Šubrtová, MUDr. Trnka

**Conclusion:**

Program of today's meeting was approved by tacit agreement.

**Ad 3) Checking of the minutes from December 9<sup>th</sup>, 2014**

Mgr. Vacha reminded items of the last meeting, which all senators received via e-mail, including the accepted resolutions. Because none of those present raised concerns, AS issued conclusion:

**Minutes of December 9, 2014 was approved by tacit agreement.**

**Ad 4) Information from the Dean**

- Czech crown weakening vs. the dollar - the possible consequences in the management of the faculty,
- Moving PCP to Klecany; renamed to National Institute of Mental Health,
- The conferral of KOC for FNKV for 5 years, for the first time deans of medical schools were invited to discuss that
- Average age of heads of departments and efforts to reduce it (doc. MD. Sukop - Plastic Surgery Dpt.)
- Redistribution of funds at Charles University (Faculties of Medicine and others)
- Tendency to increase the number of students admitted to medical schools.

Discussion: Hugo, Kozak, Dean

**Conclusion:**

AS 3FM UC took the information submitted by the Dean into account.

**Ad 5) The rules for the Erasmus 2015 tender - MUDr. Dáňová**

MD. Dáňová informed attendees about the process and criteria for selecting students on Erasmus + in 2015. The selection process will take place in March 2015 for the study stays and in May 2015 for practical internships. At informative meetings students will learn all the details and requirements concerning filling in application forms, certificates of language examination etc.). Study Department will provide students' grade point averages. The selection procedure will be held on 18th March 2015 at 14:30, in room no. 336. Students will come individually according to the published list. Members of the Commission shall take into account all documents submitted by the student including academic performance and extraordinary activities both at school and in the community.

**Students should update their representatives in the Foreign Relations Committee, which should certainly meet before the tender.**

Discussion: Havrda, Štefela, Kolibík, Dáňová

The number of possible departures of students is limited by the budget. Annually there are more students going to study abroad than those coming from abroad to study here.

conclusion:

AS 3FM UC took note of the information on the rules for the tender Erasmus + 2015, which will be issued as the Dean's Directive.

**Miscellaneous:**

a) Checking the tasks of the previous meeting - Vácha

- Proposal for a new promotional textiles - (Kosová) – designer commissioned,

- Beverage machine (Štefela) – existing contracts and the possibility of their termination are being investigated

- Vesmír Magazine (Patzelt) - Magazine for selected students is ordered.

b) The level of website for Doctoral Postgraduate Studies - Czech and English versions: the English section of the site is inadequate, lacking news. Hugo proposes to establish a committee that will ask students to identify what the website lacks - not to wait for the new site from the UC.

Discussion: Long Šlamberová, Trnka, Fontana, Hugo, Dean, Arenberger

**Conclusion:**

**For the 3FM UC meeting in March senator Hugo was asked to prepare proposals, what is missing on the website, what should be there, and in what form.**

c) Invitation to bowling - January 13, 2015 from 18.00 hours – Štefela

d) Ball faculty will be held on 6<sup>th</sup> March, 2015 in the National House of Vinohrady from 19.00, students prepare dancing on "dancing all the medicine."

Prof. Mandys raised by the organizers of the ball (over Senator Kosová) requirement to

reduce noise level of the music (at least in the first part of the ball) and the organization of dance blocks (eg. 3 tracks rather than  $\frac{3}{4}$  hours in total). Kosová will pass the requirements to the orchestra before starting the ball.

e) TRIMED Thanks for the smooth running of Christmas gathering (Mgr. Vacha).

The next meeting of AS 3FM UC will take place on March 10, 2015 at 14:30, in Radana Königová conference room, no 223.

Mgr. Marek Vácha, Ph.D., Chair  
AS 3FM UC

Proofreading: Mgr. Vácha, doc. Votava, Štefela

Taken by: Sádecká

**Minutes of the Senate Session (no. 12) of the Third Faculty of Medicine that took place on 10<sup>th</sup> March 2015, in the conference room of Dr. Radana Königová, 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 January 13<sup>th</sup>, 2015
4. Information from the Dean
5. Entrance tests 2015-2016
6. Promotion items with the faculty logo
7. Assigning the members of the Foreign Committee
8. Report about results of the Social Committee
9. Miscellaneous

**Ad 1) Opening**

The session was opened, **25 senators** were present at the opening, and the AS was eligible to make decisions.

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

The scrutineers elected for the session were: **Kolibík, Dr. Bernášková**

**Conclusion:**

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

**Ad 3) Checking of the minutes from January 13th, 2015**

Vácha reminded the present senators about the issues from the previous session of the AS and the results of the resolution. The minutes were sent by e-mail ahead of the session.



**MUDr. Havrda proposed to complete Ad 5) as follows:**

.....”there are more students leaving than arriving.”

Further:

“In the discussion, the difference between the study stays and practical exchange stays within the Erasmus+ program was clarified. Further questions concerning the number of students were answered and it was explained that all students who are interested in going on the stays within the Erasmus+ program can participate, and there are more students leaving/going away than arriving. As far as concerns the selection of participants in the study stays, the senators enquired about the system of bonification, and they were ensured that the criteria will be specified by the Foreign Committee when newly elected. Another issue was the choice of members of the Committee, and it will be taken care of by the chairman of the Committee and the students’ vice-chairman of the AS.”

Secondly, Dr. Havrda recommends to simplify the conclusion of point 5 as follows:

“AS 3FM CU acknowledged the information.”

Consequently, Dr. Havrda objected about Ad) Miscellaneous:

He suggests the following change to the text:

“Prof. Mandys: to reduce the volume of the accompanying music so the guests of the ball can have a conversation, to make the dance sequences shorter as they were too long at the previous ball (about 45 minutes without a break).”

**Conclusion:**

**The minutes from January 13<sup>th</sup>, 2015 were approved by tacit consent after the above mention objections were included.**

**Changes and completion of the information will be send to the senators ahead of the next session.**

**Ad 4) Information from the Dean**

- words of appreciation from the Dean to all organizers of the faculty ball,
- announcing a visit of the Norwegian Ambassador, March 23, 2015, meeting the management/leaders of the faculty and students,
- the budget of the CU and its distribution – so far there is no negative impact on our faculty, as long as the faculty will accept more students and will make an effort to obtain the state finance/subventions from the Ministry directly to the faculty budget
- grants solution – PRVOUK and UNCE programs – the intention of the Rector and the leaders of the faculty to apply for big international grants and to participate in

international scientific work (the participation of the Czech republic is lower than for example of Poland and Hungary),

- long-terms goals of the university,
- excellent results in science, 3FM CU had 6 scientific publications that equals the 1FM CU, and is the highest result,
- the materials prepared for applying for the European Structural Funds were handed in/submitted – a vision of building centres (e. g. pedagogical, testing, for biostimulation), for simulation of serious health conditions and their solution/treatment etc.
- ethical problems in science – the faculty will establish the Committee for Ethical Problems in Science and Research (chairman Mgr. Vácha, members: doc. MUDr. Votava, Prof. MUDr. Rosina, Prof. MUDr. Vladimír Vonka, DrSc., Prof. MUDr. Bohumil Ošťádal, DrSc.), the committee will prepare independent evaluation of the problems/issues from the ethical point of view,
- signing the Contract of the Common Laboratory – ČVUT, FBMI and 3FM CU, presence of press, interest of media.
- 

Discussion: There was no discussion.

**Conclusion:**

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

**Ad 5) Entrance Exam Testing for 2015-2016 – MUDr. Marx**

MUDr. Marx introduced the statistics of the applicants for this year. The chart shows maximum number of the students which will not likely grow – see the chart provided to the senators.

The Vice-Dean for Study and Education promised to prepare the methodology of the current entrance testing to compare it with the SCIO proposal.

The possible change can be introduced at the entrance exams and its organization as early as 2016/17 – using the SCIO materials.

Discussion:

Polách, Marx, Havrda, Štefela, Rosina, Patzelt, Pavelka:

- the oral part of the entrance exams will be organized by the preparation course and the question if to organize it at all, motivation interview with applicants, economic aspects of an absence of the prep course, how to proceed the entrance exams in the English curriculum, etc.

**Conclusion:**

- the senators will obtain the SCIO materials to be able to study them and to prepare for a discussion at the AS session held in April 2015,
- the experts from SCIO will be invited to the AS session in May, as well as the Scientific Council and they will discuss the problems as needed,
- if necessary the negotiations will continue in October 2015.

The AS 3FM CU acknowledged the information presented.

**Ad 6) Faculty promotional items and apparel, current situation of preparation/status – K. Kosová**

The senator Kosová introduces the proposed designs for the lab-coats and T-shirts. She suggested that the T-shirts can be ordered on-line. The senator Havrda and the Dean were in favour of the idea. The senator Štefela insisted that the decision should not be made before a survey is conducted to show students' interest, and making a specific proposal at the Dean's Collegium. The discussion concerned the way of ordering and payment, the senators supported for the meanwhile to order the items on line without any financial participation of the faculty on the goods ordered by students.

Havrda, Marx Štefela, the Dean and Patzelt participated in the discussion.

**Conclusion:**

The AS 3FM CU acknowledged the information.

**Ad 7) Assigning the students for the Foreign Committee – J. Štefela**

The students assigned were – two as members (Mariya Sukhanenko, Martina Nemčoková), the students Miroslav Kyselica and Andrea Zichová will be assigned as substitutes.

No discussion.

**Conclusion:**

The AS 3FM CU acknowledged the information.

**Ad 8) Report on the Social Committee activity – J. Kolibík**

The committee received 3 application for the social scholarship, the total sum was 19,000,- Kč.

No discussion.

**Conclusion:**

The AS 3FM CU acknowledged the information.

**Ad 9) Miscellaneous**

- a) Checking the tasks from the previous session- Vácha.
- b) Pavelka – invitation to a lecture given by Dr. Bernard Riely – the Faculty of Law, March 24, 2015, 18:00.
- c) Jakub Polách – invitation to a lecture given by Doc. Konvalinka “Proteins activated by Light” – the Faculty of Nature and Science.
- d) Jakub Štafela – invitation for the ball of the Charles University – the Žofín palace, March 14, 2015, (tickets at prices 300-1.000,-Kč).
- e) Words of thanks for TRIMED for the faculty ball organization – Mgr. Vácha.
- f) Congratulation to Professor Kozák to his habilitation – Mgr. Vácha.

**Next session of the AS 3FM UC will be held in the conference room of Dr. Radana Königová, room no. 223, on April 14<sup>th</sup>, 2015, at 14:30.**

Mgr. Marek Vácha, Ph.D. a.p.

Chairman of AS 3FM UC

**Comments:** Vácha, Votava, Štafela

**Minutes taken down by:**

Ing. Sádecká

**Minutes of the Senate Session (no. 16) of the Third Faculty of Medicine that took place on October 13<sup>th</sup>, 2015, in the conference room of Dr. Radana Königová (223), building of the 3<sup>rd</sup> FM CU, Ruská 87, Praha 10, at 14:30**

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from June 9, 2015
4. Information from the Dean
5. Buying of the building at U Zdravotního ústavu – the Dean
6. Proposal of cancellation of the Rules and regulations for the entrance tests of 3FM CU – MUDr. Marx
7. Conditions of the Entrance testing 2016/2017 MUDr. Marx
8. Evaluation of teaching report for the winter and the summer terms - MUDr. Marx
9. Annual report of the TRIMED organisation for 2014 – M. Pavelka
10. The results of the Per-rollam vote – dealing with general matters of the Academic Senate during the summer holidays – Mgr. Vácha
11. Miscellaneous – changes in the AS members – Mgr. Vácha

**Attendee:** according to the attendance list

**Excused:** according to the attendance list

**Ad 1) Opening**

The session was opened by Mgr. Vácha who greeted all the present senators.

**25 senators** were present at the opening, and the AS was eligible to make decisions.

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

The chairman introduced the program to the senators, who had received it along with the invitation via e-mail. He introduced new senators: Adéla Mašková – who replaced Zuzana Marvanová (she had graduated in the General Medicine program), and Jakub Reznér – who

replaced Veronika Hrušková (she had resigned). Robert Vogel who was supposed to replace her, turn down the offer of the AS despite having gained the most votes.

The scrutineers elected for the session were: **doc. MUDr. Tvrdek, the student senator Pavelka.**

**Conclusion:**

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

**Ad 3) Checking of the minutes from May 12, 2015**

Mgr. Vácha reminded the present senators about the issues from the session of the AS on May 12<sup>th</sup>, 2015. The AS was not able to come to any conclusion as it was not eligible to make decisions. There were no objections.

**The minutes from May 12, 2015 were approved by tacit consent.**

**Ad 3) Information from the Dean**

1. New legislation concerning the university hospitals,
2. the doctors' education law,
3. expanding the teaching facilities on the 5<sup>th</sup> floor – capacity 60 students, finishing the reconstruction of the facilities at Karlov,
4. the status of the competitive selection procedures for new heads of the clinics – the Clinic of the Plastic Surgery is lead by doc. MUDr. Andrej Sukop, PhD., the Clinic of the Burn Care is lead by MUDr. Robert Zajíček, PhD., Prof. MUDr. Marcela Lippertová Grünerová, PhD. Will be in charge of the Clinic of Rehabilitation Medicine, the Clinic of General, Clinical and Pathological Physiology is lead by Prof. MUDr. Romana Šlamberová, PhD. The competitive selections for the heads of the Department of Pathology, the Clinic of Radiodiagnosis and the ENT Clinic had been announced so far without any results.
5. Expanding the name of the ENT Clinic of 3FM CU and ÚVN (Central Army Hospital) to the Clinic of ENT and Maxillofacial Surgery.
6. A proposal to establish the joint institute of 3FM CU and ÚVN – that might be integrated into the Department of the Gynaecology and Obstetrics of 3FM CU and FNKV, expanding the education and practice of students. The proposal will be submitted by the Dean of 3FM CU at one of the next sessions.

Discussion: Štefela, Marx, Polách, the Dean

- Clarifying the functions of the respective departments and institutes, organisation of teaching practice of gynaecology and obstetrics at these workplaces (ÚPMD, FNKV and the new Clinic at ÚVN).

**Conclusion:**

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

**The senators approved including the point “Establishing a new joint institute – the Clinic of Gynaecology of 3FM CU and ÚVN” (the Central Army Hospital) in the program of this session.**

The planned clinic might offer 20 comfort beds and excellent day-clinic options, especially at the very high-end complex of ÚVN.

The senators approved **the conclusion:**

**The AS of 3FM CU in compliance with the Article 10, Paragraph 1, Letter a) of the Statute will establish the Clinic of Gynaecology at ÚVN – the Central Army Hospital Prague and 3FM CU, and appeals to the Dean to alter accordingly the Appendix No. 1 – Rules and Regulations of the Faculty Organisation.**

Vote: 18, 0, 0.

**Ad 5) Purchase of the building at U Zdravotního ústavu – voting per rollam – the Dean**

The intention to buy the building in the complex of the hospital had been introduced to the senators before. The building is intended to be equipped as a test centre, simulation centre and archive of the faculty. The planned voting per rollam had not been carried out prior to this session as there were many questions to be clarified. The same proposal was discussed at this session, and the measures were taken to approve of the intention and purchase the property.

After the proposal is approved by the AS of 3FM UC, it will have to be approved by the AS UC, the Administrative Council of UC - as the UC would be the buyer who would have to ask the permission from the MŠMT (the Ministry of Education). The estimated price of the building and cost of the reconstruction of the interior were specified. Ing. Mužíková commented that it is only an initiative, the UC will implement the plan, and they will make the payment for the property.

**The senators Štefela and Polách were asking to see the complete proposal before it will put forward to the RUK (the Council of CU).**

After the discussion and further negotiations, (Štefela, Polách, Pavelka, doc. Dlouhý, Ing. Mužíková and the Dean) the senators came to the conclusion:

**The AS 3FM CU approved the intention to purchase the building at U Zdravotního ústavu No. 2261/4 with its facilities and the lots No. 3082, 3083/10 and 3091/1 at the**

**Land Register of Vinohrady, the part Prague, the region Capital of Prague according to the Certificate of Ownership No. 2446.**

Vote: 18, 0, 2.

**Ad 6) The proposal to cancel the Rules and regulations for the Entrance Testing of 3FM UC Prague – MUDr. Marx**

The materials had been sent to the Senators ahead of the session via e-mail. MUDr. Marx introduced the reasons that led to the intention to cancel (not suitable formulations of the tasks), he explained why the Rules and regulations are really unnecessary and the faculty could follow the Rules and regulations of the CU Prague.

There was no discussion.

**Conclusion:**

**The AS of 3FM CU in compliance with the Article 10, Paragraph 1, Letter b), of the Statute of the Faculty cancelled the Rules and regulations for the Entrance testing of 3FM UC Prague.**

**(Appendix No. 2 of the Statute of the Faculty).**

Vote: 18, 0, 0.

**Ad 7) Entrance Exam Testing for 2016-2017 – MUDr. Marx – the result of the vote per rollam – MUDr. Marx**

The materials had been sent to the Senators for comments and objections ahead of time. Based on the recommendation of the Collegium of the Dean and approved by the Dean, 400 applicants will be eligible to be invited for the oral interview (at the moment it is 300). There were no other significant changes in the materials.

The vote was carried out for the following:

**“The AS 3FM CU in compliance with the Article 10, Paragraph 1, Letter c), of the Statute of the Faculty agrees with the proposed Rules and regulations for the Entrance testing of the applicants for the academic year 2016-2017. “**

Vote: 26, 0, 6.

**Ad 8) Evaluation of the teaching report for the winter and the summer terms  
- MUDr. Marx**

According to the Rules and regulations for the evaluation of teaching at the CU (version 2014) and in compliance with the Order of the Dean No. 10/2005, the evaluation was completed exclusively in the electronic form using the application “Teaching” (Výuka). The advantage of the application was that individual teaching units can be evaluated. The disadvantage seemed to be a lower participation of the students of the higher years of the Master’s program as well as in the Bachelor’s programs. The response rate of the individual units evaluated was shown in the material sent to the senators.

The students complained of time collisions, the low-level of English language found in some lecturers, the quality of the tests, the organisation and examinations of the General Pathology, and the facilities at the Clinic of Neurology.



The evaluation results were forwarded to the respective Heads of the departments, and the evaluation benefits were paid to those highly appraised. The Heads and the Vice-dean for Study and Teaching are supposed to deal with the evaluation. The problem with the number of returned evaluations is supposed to be surveyed by the end of November 2015.

The Bachelor's program will be coordinated with PhDr. Svobodová.

There was no discussion.

**Conclusion:**

**The AS 3FM CU according to the Article 10, Paragraph 1, Letter c), of the Statute of the Faculty acknowledged the information about the evaluation of teaching by the students at 3FM CU Prague for the academic year 2014-2015, and recommended to make it public on the internet site of 3FM CU as usual.**

Vote: 18, 0, 0.

**Ad 9) The annual report of the TRIMET organisation for the year 2014 – M. Pavelka**

The annual report was submitted at the last session of the AS 3FM CU, on June 9<sup>th</sup>, 2015. But the session was not eligible for making decisions. Therefore, the student senator Pavelka reported on the students' activities for the past year at this session. All the senators had received the report via e-mail.

**Conclusion:**

**The AS of 3FM CU acknowledged the submitted annual report on the activities of the student organisation TRIMED.**

**Ad 10) The result of the per rollam vote related to dealing with general matters of the AS 3FM CU during the summer holidays – Mgr. Vácha**

Using the method per rollam, the vote had taken place before the holidays concerning the competence to make decisions during the summer months.

**Conclusion:**

**The AS of 3FM assigned the Board of the Senate to deal with general matters of the AS of 3FM CU during the summer.**

The result of the per rollam vote: 28, 0, 4.

**Ad 11) Miscellaneous – the changes in the AS members – Mgr. Vácha**

The senator Zuzana Marvanová ceased to be a member of the AS because of her graduation from 3FM CU. Adéla Mašková was assigned to take over her post by October 13, 2015. The proposed Robert Vogel gave up to be assigned in the AS of 3FM CU

Veronika Hruškovská submitted a letter of resignation on October 12, 2015, and on her post was assigned Jakub Rezner by October 13, 2015.

**Next session of the AS 3FM CU will be held on November 10<sup>th</sup>, 2015, in the room of Dr. Radana Königová, No. 223, at the Dean's office, at 14:30.**

Mgr. Marek Vácha, Ph.D. a.p.

Chairman of AS 3FM UC

**Comments:** Vácha, Doc. MUDr. Votava, J. Štefela

**Minutes taken down by:**

Ing. Sádecká

Č.j. 7/8 – **XXX** /2013 (2016) AS 3. LF UK

Minutes of AS 3FM meeting no.19 which took place on 12 January, 2016 at 14:30 in Rada Königová conference room, Ruská 87, Praha 10.

**Agenda:**

- 1) Opening
- 2) Approval of the session agenda, appointment of scrutineers
- 3) Checking of the minutes from December 8, 2015
- 4) Information from the Dean
- 5) Presentation of the Strategic Plan of the Faculty – doc. Long
- 6) Disciplinary Commission - Jakub Polách

**Miscellaneous**

Invitation to the ball – Trimed

Present senators and guests: see attendance list

Excused: see attendance list

**1) Opening**

Mgr. Vácha, opened the session by welcoming all senators and guests.

20 senators were present – the Senate was quorate.

**2) Approval of the program, determining the tellers**

The chairman presented the program, which was attached to the invitation the senators received in their e-mail boxes.

Conclusion:

AS 3 FM UK agrees with the proposed agenda by tacit consent.

Tellers of this meeting were elected: **Kateřina Šubrtová, Doc. MUDr. Toušek**

**3) Check the minutes of December 8, 2015**

-Mgr. Vacha pointed out some items of the meeting of 8 December 2015 (the award of scholarships for excellent study results, the election of Senator Polách as the deputy chairman of the Student Chamber, congratulations to Štefela).

No comments were received to the wording of the minutes.

Conclusion:

**Minutes of 8 December was approved by tacit agreement.**

#### **4) Informace děkana**

- Five Birth, movie; shooting ordered by MUDr. Svoboda, who at that time was not in the capacity of head of the clinic, and MUDr. Zeman, director of FNKV. The impact of the film may be unfriendly for the clinic, but the faculty is also affected. Dean appreciated the response to the content of the film by the head of the Institute of Ethics Mgr. Vácha.
- economy and management of the dean's office and resources to cover various activities (eg. For Trimed - prom, student meetings, etc.), 15 salaries were paid last year, funding for teaching and research
- media presentation of the faculty – thanks to prof. MD. Bankovské and her team. For RUK operates census company - Faculty of Media had about 300 entries – compared to 150 previous presentations,
- science assessment published by the UK and Government Council for Science and the Ministry of Education – 3 FM is on 22nd place of all the institutions

Discussion: none

**Conclusion:**

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

#### **5) Presentation of the Strategic Plan of the Faculty – doc. Dlouhý**

Presented by Dean.

The members of the Scientific Council were informed about the long-term faculty project at the meeting of 7 January 2016, upon which much work was done by doc. Dlouhý, thanks; the strategic development plan for the UK is very large, becoming familiar with it and applying it to the faculty's conditions is not easy. All senators received material in electronic form.

Dean informed the present senators with the strategic plan of the faculty, its origin, structure, and main aims and ideas.

The main and minor stuff in the strategic plan of the faculty.

Discussion: Dean, Polách, Hugo, Havrda, Toušek, Kozak, Miletín, Mandys

- A question about mentioned Centers - the theory and practice of education in medical and paramedical fields and a center for lifelong learning and specialization. Dean explained the anticipated content of both centers
- too many specific parameters in the strategic plan (eg. numbers of students admitted to the 1st year etc.) may be restricting; for future development more general formulations would work better
- construction investment projects
- MUDr. Hugo's requirement - preferential recruitment of 3 FM graduates to the FNKV, faculty hospital – was rejected, this would discriminate against other applicants.
- department of gynecology and obstetrics is 3FM CU and FNKV- condition for the further

development of the faculty is to make spatial and technical conditions, otherwise the development will not be possible.

Senators expressed their consent to vote on the strategic plan of the faculty, even though they had several days for studying it.

**Resolution:**

**AS 3FM UC in accordance with the Regulations of 3FM UC art. 10, para. 1, item h) approves the strategic plan of the 3rd Medical Faculty of Charles University 2016-2020 formulated in accordance with the strategic plan of the University after consulting the Scientific Board of 3FM UC.**

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

**6th Disciplinary Committee - Jakub Polách**

Chairman of the 3rd Faculty of Medicine informed why it is necessary to choose a new member to the Disciplinary Committee from among the students. The Dean proposed as a suitable candidate James Polách; the Student Chamber AS 3FM UC will vote about his membership.

For this purpose, by a vote of 19, 0, 2, a three-member commission was established; the members were:

prof. MUDr. Mandys - Chairman, MUDr. Jana Dáňová and Martin Pavelka - members.

11 ballots were allocated (members of the Student Chamber voted only); senators wrote yes or no on the ticket.

**Commission Chairman Prof. MUDr. Mandys presented the result of the election: 11 tickets handed, 10 positive, 0 negative 1 vote was invalid.**

**Resolution:**

**AS 3FM UC in accordance with art. 10, para. 1 point. f) approve the proposal for the appointment of Jakub Polách as a member of the Disciplinary Commission as of 12 January 2016**

**Miscellaneous:**

1. Polách – invitation to bowling
2. Invitation to the Ball – Trimed - 4 March, 2016, 19:00
3. Taking photos – photos of school leavers

**Next session of the AS 3FM CU will be held on March 8, 2015, at 14:30 in Radana Königová conference room No. 223.**

Mgr. Marek Vácha, Ph.D. a.p.

Chairman of AS 3FM UC

**Minutes taken down by:**

Ing. Sádecká

Proofreading: Mgr. Vácha, doc. Votava

**Minutes of the Senate Session (no. 21) of the Third Faculty of Medicine that took place on April 12<sup>th</sup>, 2016, in the conference room of Dr. Radana Königová (223), building of the 3<sup>rd</sup> FM CU, Ruská 87, Praha 10, at 14:30**

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from March 8, 2016
4. Information from the Dean
5. Information about foundation of the Center for Oncology Research – prof. Kozák
6. Amendment of the Rules of the Organisation of Study
7. Miscellaneous – Meeting of the Academic community at out-of-school premises

**Attendee:** according to the attendance list

**Excused:** according to the attendance list

**Ad 1) Opening**

The session was opened by Mgr. Vácha who greeted all the present senators.

**21 senators** were present at the opening, and the AS was eligible to make decisions.

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

There was a request prior to the session demanding to change the agenda and add the following:

- as **Ad 5)** - to include a proposal for an assignment of doc. MUDr. Robert Grill, PhD as a member of the Scientific Council of 3<sup>rd</sup> FM CU – prof. Anděl,
- as **Ad 6)** – to include a proposal for an assignment of prof. MUDr. Michal Krška, CSc. as a member of the Scientific Council of 3<sup>rd</sup> FM CU – prof. Anděl,
- as **Ad 7)** - Information about foundation of the Center for Oncology Research – prof. Kozák
- as **Ad 8)** — to include Development of science and structural changes of the faculty prof. Anděl,
- as **Ad 9)** – to add the information from the Dean about the intention to establish a Committee for development of science and structural changes of the faculty,
- as **Ad 10)** – to add the materials about the Different conditions for accepting students who are studying at other medical or nursing faculties – MUDr. Marx,
- as **Ad 11)** – to include Amendment of the rules of the organisation of Study – MUDr. Marx.

The scrutineers elected for the session were: **Adéla Kucharčíková, MUDr. Trnka**

**Conclusion:**

**The proposed program of the session with its additions was approved by tacit consent.**

**Ad 3) Checking of the minutes from March 8th, 2016**

Mgr. Vácha reminded the present senators about the issues from the session of the AS on March 8<sup>th</sup>, 2016. The minutes of the session were distributed via e-mail, and there were no objections.

**The minutes from March 8th, 2016 were approved by tacit consent.**

**Ad 4) Information from the Dean**

- a celebration of the 668<sup>th</sup> anniversary of the foundation of CU,
- filling in the job openings of the Heads of the clinics: ARO (doc. MUDr. František Duška, Ph.D.), 1<sup>st</sup> Internal Clinic (prof. MUDr. Ivan Rychlík, CSc.), 2<sup>nd</sup> Internal Clinic (prof. MUDr. Michal Kršek, CSc.) – all were already assigned to their positions. There is a prospect of filling in the job openings of the Heads of the Radiological Clinic and the Institute of Pathology by high-quality candidates by the end of the year,
- awarding a prize: prof. MUDr. Petr Widimský, Dr.Sc. was awarded by the Rector of CU with the Prize of Bedřich Hrozný for a development of cooperation among the fields of medicine within the research of new treatment procedures (co-director with his brother Jiří Widimský),
- holding the annual run “Running with those that can’t” – prof. MUDr. Kozák participated in the run along with the students and disabled children, the Dean was decorating the runners, words of thanks to all participants, including PhDr. Svobodová,
- the negotiations with Ing. Sosnová, the director of the State Health Institute, an advanced lease or sale of the lot for building the Center for the non-infectious epidemiology, there are two possible building lots, we will initiate negotiations with the FNKV about transport and parking options,
- common effort of the Dean and the director of FNKV, doc. MUDr. Grill, to implement a program for the most talented students so they would be interested to study at the faculty and work at the FNKV.

Discussion: none.

**Conclusion:**

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

**Ad 5) Proposal to elect doc. MUDr. Robert Grill, PhD a member of the Scientific Council of 3<sup>rd</sup> FM CU – prof. Anděl**



The senators received the curriculum vitae of doc. MUDr. Grill. There was a tacit vote. MUDr. Havrda was elected the chairman of the committee, other members: MUDr. Trnka and student Kolibík.

The result of the vote: 22, 0, 1.

The senators were informed about the procedure of voting.

There were 23 ballots distributed, 23 ballots were submitted, **22 ballots were favorable.**

Approved, confirmed, and signed.

**Conclusion:**

**The AS 3<sup>rd</sup> FM CU approved the vote according to the Article 10, Paragraph 1, Letter f), of the Statute of the Faculty and agrees that doc. MUDr. Robert Grill, PhD, MBA, the director of the FNKV, was elected a member of the Scientific Council of 3<sup>rd</sup> FM CU.**

**Ad 6) Proposal to elect prof. MUDr. Michal Krška, CSc. a member of the Scientific Council of 3<sup>rd</sup> FM CU – prof. Anděl**

The senators received the curriculum vitae of doc. MUDr. Krška. There was a tacit vote. MUDr. Havrda was elected the chairman of the committee, other members: MUDr. Trnka and student Kolibík.

The result of the vote: 22, 0, 1.

The senators were informed about the procedure of voting.

There were 23 ballots distributed, 23 ballots were submitted, **22 ballots were favorable.**

Approved, confirmed, and signed.

**Conclusion:**

**The AS 3<sup>rd</sup> FM CU approved the vote according to the Article 10, Paragraph 1, Letter f), of the Statute of the Faculty and agrees that prof. MUDr. Michal Krška, CSc., the Head of 2<sup>nd</sup> Internal Department, was elected a member of the Scientific Council of 3<sup>rd</sup> FM CU.**

**Ad 7) Information about foundation of the Center for Oncology Research – prof. Kozák**

It was decided to establish the Center for Oncology Research (COV). It will be a functional unit that is supposed to coordinate oncologic research at 3<sup>rd</sup> FM CU. The teams that are dealing with certain topics in oncology research and are at clinics or laboratories will be joined into this center. Furthermore, there will be a common procedure to apply for grants and finances at institutions or in so-called operational programs. The head of the COV will be a coordinator and scientific council as well, and the coordinator will be entitled to be a member of committees for open competitions to select candidates for the executive positions at respective workplaces.

**The AS of 3FM CU acknowledged the information about foundation of the Center for Oncology Research.**

**Ad 8) Development of science and structural changes of the faculty - prof. Anděl**

The faculty had made a big step ahead at the field of science and research, and it greatly advanced from its complete start only a few years ago. The Trauma Center should be organised in a similar way as the Oncology Center, some fields will require different approach (e.g. immunology, genetics etc.).

Science has to be dispersed into work groups and laboratories, and the development is necessary. Further, some of the institutes should be transformed into institutes with teaching obligations, into departments that function as statutory units for science.

Such approach would show into what extend each employee (in %) is employed at an institute, and what work load he/she has in a center. It might be viewed as “a daring step” that would bring light and transparency into the matter. It is essential to establish common laboratories and work places shared with other faculties in different fields of research.

Discussion: none

**Conclusion:**

**The AS 3FM CU acknowledged the information on development of science and structural changes of the faculty.**

**Ad 9) Intention to establish Committee for development of science and structural changes of the faculty**

The Dean introduced to the senators his vision and requirements for activity of the committee. He suggested that the committee will be formed by 4 members of the AS 3<sup>rd</sup> FM CU, who could help to introduce the intended structural changes (namely: MUDr. Trnka, prof. MUDr. Mandys, doc. MUDr. Novák and MUDr. Bernášková). The committee would be completed by selected candidates from the Scientific Council of 3<sup>rd</sup> FM.

Discussion: none

**Conclusion:**

**The AS 3FM CU acknowledged the information about establishing the Committee for development of science and structural changes of the faculty.**

**Ad 10) Different requirements for accepting students from other medical or nursing faculties**

The material was approved at the session of the AS on March 8<sup>th</sup>, 2016, after it had been presented to the Legislation Committee of the Council of CU (RUK). MUDr. Marx informed the present senators about the changes which are requested by RUK and which had been incorporated into the original document. This revised document was presented for further suggestions.

Discussion: none

**Conclusion:**

**The AS 3<sup>rd</sup> FM CU approved the proposal of the Dean, based on paragraph No. 49, Law No. 111/1998 Coll., University education, in compliance with the Article 3, Paragraph 6,**

**Appendix No.5 of the Statute of the CU Prague, and in compliance with the Rules for accepting students, the Article 10, Paragraph 1, Letter e), of the Statute of 3<sup>rd</sup> FM, that there will be different requirements for accepting students from other medical or nursing faculties.**

**Vote: 20, 0, 2.**

#### **Ad 11) Amendment of the Rules of the Organisation of Study – MUDr. Marx**

The document had been mailed to the senators a month ago, and they were supposed to provide comments by March 31<sup>st</sup>, 2016. As there were no comments upon the deadline, there was a reminder mailed on the last day with no comments being submitted either. The comments of the administration staff of RUK were incorporated in the material.

Discussion: Mandys, the Dean, Trnka, Havrda, Votava, Marx, Bernášková, Kolibík

The senators discussed the need to unify the articles and paragraphs in the document, the function of the SIS and the “paper” student’s record book (index), the question who is in charge of safety of the SIS in order not to lose the records, and who is allowed to enter the results in the SIS, etc.

#### **Conclusion:**

##### **The AS 3<sup>rd</sup> FM CU in Prague**

- 1) in compliance with the Article 10, paragraph. 1, letter b), of the Statute of 3<sup>rd</sup> FM CU approved the changes in the rules of the organisation of study at 3<sup>rd</sup> FM CU,**
- 2) ordered the Chairman of the AS along with the Dean to send the approved proposal of the rules to the AS CU to be dealt with and approved.**

Vote: 23, 0, 0.

#### **Miscellaneous**

- the Dean of the faculty along with the Chairman of the AS 3<sup>rd</sup> FM CU call a meeting of the Academic community of 3<sup>rd</sup> FM – on April 28<sup>th</sup>, at 16:00 – the Dean,
- out-of-school premises meeting will be held from May 20-21, 2016, the location will be announced ahead of time – the Dean,
- meeting at the steamboat will be organised on May 3<sup>rd</sup>, 2016, at 19:00 – the topic is fruit and vegetables – Pavelka,
- the letter from Eva Fürstová from 2<sup>nd</sup> FM CU, the vice-chairman of the AS of 2<sup>nd</sup> FM CU, who showed interest to participate in a session of the AS 3<sup>rd</sup> FM, her intention is to inform the senators and clarify the reasons why 2<sup>nd</sup> FM CU wants to be renamed as the Medical Faculty Motol.

Discussion: Marx, Rosina, Havrda, Fontana, děkan, Pavelka, Miletín, Patzelt, Šlamberová  
The proposal of the 2<sup>nd</sup> FM CU was discussed considering the impact on 3<sup>rd</sup> FM CU in case the proposal of the 2<sup>nd</sup> FM will be approved, suggestions how to re-name the 3<sup>rd</sup> FM, presentation of the name abroad, the enormous effort for change at the 2<sup>nd</sup> FM (the visit of the Dean of 2<sup>nd</sup> FM at our Dean’s, the current efforts of the AS of 2<sup>nd</sup> FM CU). MUDr. Fontana informed about the statement of the CU when there was a preparatory vote at the AS CU, and

the vote was approving in favor of 2<sup>nd</sup> FM. The request of 2<sup>nd</sup> FM will be looked into at the session of the AS CU in June 2016.

**Conclusion:**

**The AS 3FM CU acknowledged the information from the section Miscellaneous, and Eva Fürstová, the vice-chairman of the AS of 2<sup>nd</sup> FM CU, will be invited to the session of the AS 3<sup>rd</sup> FM CU on May 3, 2016.**

**Next session of the AS 3FM UC will be held in the conference room of Dr. Radana Königová, room no. 223, on May 3<sup>rd</sup>, 2016, at 14:30.**

Mgr. Marek Vácha, Ph.D. a.p.  
Chairman of AS 3<sup>rd</sup> FM UC

**Comments:** Mgr. Vácha, doc. MUDr. Votava, Polách

**Minutes taken down by:**

Ing. Sádecká, the secretary of AS 3<sup>rd</sup> FM CU

**Minutes of the Senate Session (No.22) of the Third Faculty of Medicine that took place on May 3rd, 2016 in Radana Konigová Hall, room No. 223, Ruská 87, Prague 10, at 2.30 p.m.**

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Attendee: according to the attendance list

Guests: according to the attendance list

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from April 12<sup>th</sup>, 2016
4. Information from the Dean
5. Economic management of the faculty in 2015 – Ing. Mužíková
6. Report of an independent auditor of Charles University on verification of internal balance sheet and profit and loss account – Ing. Mužíková
7. Faculty budget for the year 2016 – Ing. Mužíková
8. Margaret Bertrand Prize 2015- MUDr. Rambousková
9. Faculty of Medicine in Motol – invited guest: vice-chairwoman of AS 2<sup>nd</sup> FM CU Eva Fürstová

Miscellaneous:

Effectiveness of compulsory seminars – results of a survey by J. Andronicus, 5th year student

**1) Opening**

The Chair Vácha opened the session and welcomed deputies from 2<sup>nd</sup> FM CU in Motol: vice-chairwoman of AS 2 FM CU and a student Drahoslav Kolečník who came to explain the reasons to rename the 2<sup>nd</sup> FM CU to Faculty of Medicine Motol.

22 senators were present, so the Senate was quorate.

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

At the beginning of the session Mgr. Vácha announced the necessity to extend the programme to elect two more members of the Scientific Board of 3 FM CU to guarantee a proportional balance of the Scientific Board of 3 FM CU. No discussion was held.

**Conclusion:**

**AS 3 FM CU approved the extended programme including two more items related to the election of two members of the Scientific Board by tacit consent without objections.**

Scrutineers appointed: MUDr. Kosov, doc. MUDr. Toušek

**3) Checking the minutes from April 12<sup>h</sup> 2016**

Mgr. Vcha reminded the items of the last meeting minutes, which all senators received by email, including the received resolutions.

**Conclusion:**

**Minutes from April 2016 were approved by tacit consent.**

**4) Information from the Dean**

Need to complete The Scientific Board. Quorum was not well balanced, prof. Widimsk pointed out this fact, two candidates were proposed, both of them accepted the offer.

\* doc.. RNDr. Ladislav Dušek, Ph.D., the Head of the Institute of Biostatistics and Analysis of Masaryk University in Brno, the Head of Institutes of Health Studies of the Czech Republic

doc. MUDr. Eduard Ehler, CSc., the Head of the Department of Neurology, Pardubice Region Hospital

- intention of FM 2 to rename their faculty- possible complications for 3 FM, it would be necessary to deal with the issue

- purchase of a building from Prague 10, at present there is no Mayor, the Rector approves the idea to build up workplaces missed at other faculties, he outlined the proposal how to use this building, possible cooperation with State Health Institute (rent).

Discussion on Dean's information.

**Conclusion:**

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

**5) Economic management of the faculty in 2015 – Ing. Mužíková**

Senators obtained the report by email in advance. Members of the Senate could have consulted the material with the Secretary of the faculty, they did not require any explanation.

The Secretary pointed out some items and explained their origin. She clarified the costs – reconstructions and repairs, participating in fixing CT, investments in a new classroom on the 5th floor.

Faculty budget is balanced, there are no debts.

No discussion on the proposal, MUDr. Havrda thanked the Secretary of the Faculty on behalf of all senators for comprehensible explanation.

**Resolution:**

**AS FM 3 in accordance with Art. 10, Para.1, item d) Statute of 3 FM approves proposed report on economy unreservedly.**

Vote: 22, 0, 0.

**6) Report of an independent auditor of Charles University on verification of internal balance sheet and profit and loss account – Ing. Mužíková**

Senators obtained the report by email in advance.

Discussion: Havrda thanked for comprehensible and well elaborated report.

**Conclusion:**

AS 3 FM CU acknowledged the report of an independent auditor of Charles University on verification of internal balance sheet and profit and loss account.

**7) Proposal of the budget for 2016 – Ing. Mužíková**

All senators including members of the Economic Committee of AS 3 FM CU were sent the proposal by email. There were neither questions nor comments, consultations were suggested by Ing. Mužíková.

In 2016 the budget should be even better than in 2015, higher incomes both from PRVOUK and from foreign students are expected, predictions are good.

**Discussion:** Pavelka, Havrda, the Dean explained cooperation with FNKV – scientific projects, clinical research.

**Resolution:**

AS 3 FM CU in accordance with Art.10, Para. 1, Item c) Statute of 3rd FM approves the proposal of faculty budget for 2016 unreservedly.

Vote: 23, 0, 0.

A secret vote followed.

### **8) Margaret Bertrand Prize for the year 2015**

MUDr. Rambousková introduced two 6th year students nominated for the award - Vojtěch Petr and Jiří Rejtar. Students presented their activities, outlines, CVs were sent to senators by email.

Both candidates gave their presentations mainly on their activities apart from the faculty. According to them, they represent the faculty mostly by these activities. A committee for counting votes was elected in a secret ballot, which was held after presentations. Prof. MUDr. Rosina, the Chairman of the Committee, MUDr. Havrda, Jakub Rezner, members.

Secret vote was held.

23 ballot papers were distributed. The results were announced by Prof. MUDr. Rosina - the Chairman of the Committee. 22 of them were submitted. Vojtěch Petr obtained 5 votes, Jiří Rejtar 14 votes, 3 votes were not valid.

#### **Resolution:**

**Jiří Rejtar was awarded Margaret Bertrand Prize for the year 2015.**

The Chairman Vácha congratulated the candidates on the award and thanked them for their presentations.

### **9) Election of doc. RNDr. Ladislav Dušek, Ph.D., the Head of the Institute of Biostatistics and Analysis in Brno and doc. MUDr. Eduard Ehler, CSc., the Head of the Department of Neurology, Pardubice Region Hospital.**

Secret vote was held, Committee members were: prof. MUDr. Rosina, the Chairman, MUDr. Havrda, Senator Jakub Rezner.

20 ballot papers were distributed, all of them were submitted.

Doc. MUDr. Ehler, 19 votes in favour, 1 vote was not valid.

Doc. RNDr. Dušek, 20 votes in favour.

#### **Resolution:**

AS 3 FM CU approves the membership of doc. RNDr. Dušek a Doc. MUDr. Ehler in the Scientific Board of 3FM.

### **10) Faculty of Medicine Motol - invited guest - Deputy Chairwoman of AS 2 FM CU Eva Fürstová and senator Drahoslav Kolečník:**

Extensive discussion was held: Havrda: Vácha, Marx, Pavelka, Džupa, the Dean, Arenberger, Toušek, Pavelka, Šlamberová, Mandys, Rosina.



Mainly the history of the origin of all three faculties was discussed. The proposal to rename 2 FM CU was submitted to AS CU too early without previous consultations with other faculties. There are more locations called Motol in the CR, the name of the faculty can be misleading. The intention to rename 2 FM CU will have an impact on other faculties in Prague.

### **Miscellaneous:**

1. Effectiveness of compulsory seminars – results of a survey made by 5th year student James Andronicus.

Senator Adronicus informed senators about the results of the survey made among 5th year students. Return on questionnaires was 84%.

According to his presentations, students prefer self-study without attending seminars. Their intention is to pass exams by help of elaborated questions.

**Discussion:** Havrda, Andronicus, Mandys, the Dean, Džupa. Pavelka

Active participation in seminars enrich students much more than passive learning without interactive activities. Students should not only be prepared for classes, but also active. At present students are not prepared enough for the classes.

2. Pavelka – Trimed – he thanked everybody for cooperation when leaving the function- The Chairman of Trimed. Mgr. Vácha also thanked Mr. Pavelka.

3. Prof. Džupa –June 3<sup>rd</sup>, 2016 proposal of 2 FM CU to be renamed will be discussed at the Senate session of CU. Prof. Džupa will present the opinion of AS 3 FM CU at the session of AS CU.

4. The Dean – off-site session of 3 FM will be held on May 20th and 21st 2016 – proposal on conception of teaching issues and science will be discussed and then presented at the session of AS 3 FM CU.

Some classrooms will be enlarged and rebuilt in summer or next year. There are parts of the faculty that will obtain one more classroom for students.

5. prof. MUDr. Šlamberová – invited all senators to Scientific Science Conference held at the faculty on May, 10th. Interesting lectures will be presented followed by a festive party.

Next session of AS 3 FM CU will be held on June 14th 2016 at 1430 in Radana Königová Hall , room No.223 at the Dean's office.

Mgr. Marek Vácha, Ph.D., v.r.

The Chairman of AS 3 FM CU

Edited by:

Mgr. Vácha, doc. MUDr. Votava, Polách

Written by:

Ing. Sádecká, the Secretary of AS 3 FM CU

**Minutes of the Senate Session no.23 of the Third Faculty of Medicine that took place on 14 June 2016 in Rada Königová conference room, Ruská 87, Praha 10, at 2:30 p.m.**

Attendee: according to the attendance list

Guests: according to the attendance list

Session Agenda:

Ad 1) Opening

Ad 2) Agenda approval and appointment of scrutineers

Ad 3) Checking the minutes from June 3rd, 2016

Ad 4) Information from the Dean

Ad 5) Journal Vesmír Award – Jakub Polách

Ad 6) Individual proposal of 2<sup>nd</sup> FM for faculty renaming – per rollam voting – Marek Vácha

Ad 7) AS of 3FM CU decision making on general issues during summer holidays – Marek Vácha

Miscellaneous:

Wishing nice holidays - Marek Vácha

**Ad 1) Opening**

Session was opened by the Chair Mgr. Vácha

19 senators were present, the quorum was met

**Ad 2) Agenda approval**

No comments or suggestions were made on the introduced agenda, which had already been submitted to the senators via emails.

**Conclusion:**

**The session agenda was approved by tacit content**

**Scrutineers appointed: MUDr. Trnka, Adéla Kucharčíková**

**Ad 3) Checking the minutes from 3 May 2016**

Mgr. Vácha reminded the present senators about the session items from 3 May 2016. There were no comments on the minutes that had been distributed via email.

**Conclusion:**

**The minutes from 3 May 2016 were approved by tacit consent**

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

- absolute record number of applicants for the study
- ethics committee will start work from next semester, as an advisory body there will be extended KD with the Heads of FNKV, SÚKL, SZÚ and research centers that would coordinate laboratories of hospitals or institutes and at the same time it should have its own research laboratories,
- Participation in centers of excellence – important for prestige and the ability to raise funds – Dean showed an application to a center of excellence - often more than 100 pages,
- audition for the Head of the Radiology Department was held - the Head of the department will become - doc. MUDr. Malíková, Ph.D. (from Na Homolce hospital)
- by the end of the school year there will be auditions for the Head of the Department of Pathology and Head of the Department of Gynaecology and Obstetrics.

Discussion: none

#### **Conclusion:**

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

#### **Ad 5) The Vesmír journal award – Jakub Polách**

Due to senator Polách's absence senator Kolibík presented the names of selected students eligible for the award. They are:

David Megvinet, Martina Nemčoková, David Šilhán, Patrik Štěpánek and Jan Mizner

#### **Resolution:**

**The AS 3FM CU approved to give the Vesmír award for 2015 to students: David Megvinet, Martina Nemčoková, David Šilhán, Patrik Štěpánek and Jan Mizner.**

Vote: 21,0,0

#### **Ad 6) Proposal of 2 FM CU to change faculty name – per rollam vote – Marek Vácha**

Senators were addressed by per rollam to express their opinion on the text expressing disagreement of 3 FM CU with an individual school name change of 2 FM CU.

After the vote the resolution was sent to PhDr. Nigrin, the Chair of the Academic Senate of CU and to prof. Zima, the Rector; the resolution reads:

"Academic Senate of the 3rd Faculty of Medicine refuses the attempt of the 2<sup>nd</sup> Faculty of Medicine to change individually their school name. That would break the existing system, when names of the medical faculties of Charles University in Prague are numbered and the

faculty outside Prague use names of the cities in which they are located. The existing system of naming Prague faculties is the result of inter-faculty-led discussions in the early 90s of last century. We respect the proposal of 2 FM CU but do not understand why this faculty has not initiated negotiations in which the representatives of the other faculties could discuss a systemic change names. If there are compelling reasons for changing the school name of 2<sup>nd</sup> FM CU, it is necessary to solve it as a systemic change that affects other medical faculties and the UK as a whole. We are ready for this discussion; however, we insist that it be carried out before AS CU decision.

**Resolution:**

**AS 3 FM CU asks the Presidium of AS CU not to include this item to the AS CU session agenda, because it affects our faculty, was not discussed with us, and in its present form it is unacceptable to us.**

Vote per rollam: 31, 0, 1

The answer of AS CU and the vote result in AS CU on 3<sup>rd</sup> June was known to all senators. Discussion (Havrda, Džupa the Dean) focused on the role of 3FM deputies and the Dean in AS CU and their speeches in AS CU.

**Ad 7) Decision-making in general matters for AS 3FM CU during summer holidays  
Marek Vácha**

During the summer holidays until October 2016, when the Academic Senate 3FM CU will reconvene, it is necessary to entrust the management of AS 3FM CU to make a necessary decisions in general matters.

**Resolution”**

**AS 3FM CU authorizes presidium of the senate to make decision in general matters during the summer holidays.**

Vote: 19, 0, 2

Miscellaneous:

1) Senator Polách sent the proposal of expressing AS 3FM CU opinion to the following issues:

**Student Chamber / Academic Senate hereby gratefully acknowledges withdrawal of the amendment to § 21ba paragraph. 1 point. c) Law no. 95/2004 on the conditions for obtaining and recognition of professional qualifications and specialized qualifications for the medical professions of doctor, dentist and pharmacist (hereinafter the "Act") that introduces the obligation for doctors, dentists and pharmacists to pursue professions in the Czech Republic for at least five years after graduation. According to Academic Senate / Student Chamber this proposal would lead to a deterioration of the situation in the process of postgraduate education of future doctors. This commitment would unduly restrict their choice of occupation, as well as the possibility of future professional lives. This provision of the Act would also be**

**discriminatory against the persons executing specialized education. A similar obligation is not enforced by the state in any other field of activity (see. Eg. Training in the legal profession).**

**Student Chamber / Academic Senate rejects such unsystematic proposals aimed to solve scarcity of doctors as inappropriate. It also suggests that any such proposals will continue to be perceived negatively.**

Discussion:

Fontana, Havrda, Mandys

**Conclusion:**

**Because the proposal has already been removed from the law, it is useless to discuss the problem or vote.**

2) senator Havrda demanded repeated voting "live" on a resolution concerning the disagreement with isolated and unsystematic renaming of 2FM CU

**Resolution:**

**AS 3FM CU approves its resolution on the renaming of the 2nd Faculty of Medicine at the wording in which it was voted as per rollam, ie. In the following wording:**

**"Academic Senate of the 3rd Faculty of Medicine refuses the attempt of the 2<sup>nd</sup> Faculty of Medicine to change individually their school name. That would break the existing system, when names of the medical faculties of Charles University in Prague are numbered and the faculty outside Prague use names of the cities in which they are located. The existing system of naming Prague faculties is the result of inter-faculty-led discussions in the early 90s of last century. We respect the proposal of 2 FM CU but do not understand why this faculty has not initiated negotiations in which the representatives of the other faculties could discuss a systemic change names. If there are compelling reasons for changing the school name of 2<sup>nd</sup> FM CU, it is necessary to solve it as a systemic change that affects other medical faculties and the UK as a whole. We are ready for this discussion; however, we insist that it be carried out before AS CU decision.**

Vote: 20, 0, 1

**Next session of AS 3FM CU will be held in Radana König Hall, no.223, on 11 October 2016 at 1430.**

Mgr. Vácha thanked all the present for their cooperation and wished them a pleasant holiday months. Each of the senators and members of the dean's board received a small gift from him.

Mgr.Marek Vácha, PhD,  
Chairman of AS 3FM CU

Minutes taken down by:

Ing. Sádecká, the secretary of AS 3FM CU

**Minutes of the Senate Session (no. 24) of the Third Faculty of Medicine that took place on October 11<sup>th</sup>, 2016, in the conference room of Dr. Radana Königová (223), building of the 3<sup>rd</sup> FM CU, Ruská 87, Praha 10, at 14:30**

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from June 14, 2016
4. Information from the Dean
5. Resignation of the Student Vice-Chairman Jakub Polách and an election of a new Student Vice-Chairman
6. Reorganisation of the Institute of hygiene, epidemiology and preventive medicine – the Dean
7. Name changes of the Institute of sports medicine and the Institute of epidemiology
8. The results of the Per Rollam Vote - Rules for the Entrance Examinations for the academic year 2017-2018
9. The results of the Per Rollam Vote – Announcement of Election for the Academic Senate of 3FM CU for the period December 1<sup>st</sup>, 2016 – November 30<sup>th</sup>, 2019; including a proposal for members of the Election Committee
10. Completion of the Evaluation Committee – Martin Pavelka
11. Completion of students members for the Election Committee – Mgr. Vácha
12. Personal changes in the Student Chamber of the AS 3FM CU – Mgr. Vácha
13. Miscellaneous

**Attendee:** according to the attendance list

**Excused:** according to the attendance list

**Guests:** according to the attendance list

**Ad 1) Opening**

The session was opened by the Chairman Mgr. Vácha who greeted all the present senators. **19 senators** were present at the opening, and the AS was eligible to make decisions.

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

There were no comments or objections concerning the proposed program of the session that had been sent to the senators ahead of the session.

The scrutineers elected for the session were: **MUDr. Trnka, student Barabáš**

**Conclusion:**

**The proposed program of the session was approved by tacit consent with no comments.**

**Ad 3) Checking of the minutes from June 14<sup>th</sup> 2016**

Mgr. Vácha reminded the present senators about the issues from the session of the AS 3FM on June 14<sup>th</sup>, 2016. The minutes of the previous session had been distributed via e-mail, and there were no objections.

**Conclusion:**

The minutes of June 14<sup>th</sup>, 2016 were approved by tacit consent.

**Ad 4) Information from the Dean**

1. The entrance examinations took place – there was a high number of candidates, 190 students had been accepted to the Czech program and 110 foreign students had been accepted for the English program.
2. The number of graduates has had a rising tendency, there is a significantly higher number of graduates that 10 years ago. However, there has been a higher demand for the doctor positions in certain fields (e.g. hematology, traumatology, oncology, etc. ). The health system needs more doctors in those fields than are available. The Minister of health along with the Minister of education are working on a plan how to increase the number of accepted students at the medical faculties by one fourth in order to raise the number of graduates.
3. Such increase in number of the students will be accompanied by the necessary building modifications – the capacity of the Syllaba lecture hall was extended up to 200 seats, possibly 220 seats. The faculty has been negotiating the possible cooperation and addition to the teaching facilities with some Prague hospitals (e. g. the hospital Pod Petřínem). The further building improvements took place at the Institute of normal, pathological and clinical physiology at Karlov.
4. Personal changes:
  - a) There was an open competition for the position of the Head of the Gynecology and obstetrics clinic. Doctor prof. MUDr. Rob who had left the Motol hospital became the head of the clinic. There were 6 other doctors, his colleagues, and a few of the nursing staff who joined him. Therefore, the shortage of teaching staff was compensated.
  - b) There was an open competition for the position of the Head of the Radiology clinic. Prof. MUDr. Kozák was in charge of the selection committee consisting of other doctor specialists. Doc. MUDr. Helena Malíková was selected as the new head of the clinic.
  - c) The successful field trip to Dobronice – words of appreciation to all who had participated on the preparation and the event as well.

Discussion: Trnka, Havrda, Rambousková, the Dean

The enquiry concerned the possible remodeling of other lecture halls, including Polákova hall and the options for its improvement. Further questions concerned the situation of the planned purchase of a real estate in Prague 10.

**Conclusion:**

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

**Ad 5) Resignation of the Student Vice-Chairman Jakub Polách and an election of a new Student Vice-Chairman**

Mgr. Vácha read a part of the MUDr. Polách's letter and thanked him in his absence for the devoted and beneficial work for the AS 3FM CU.

It is necessary to elect a new Vice- Chairman for the last two sessions of the Student Chamber – **an election the Vice-Chairman of the Student Chamber.**



By the vote: 23, 0, 1 an election committee was approved with the following members: James Andronicus, Ivo Barabáš and doc. MUDr. Rambousková as a Chairman.

**The election:**

There were distributed 11 ballots, of which were 11 submitted. The senator Pavelka received 10 votes and 1 ballot was invalid.

**The Senator Pavelka agreed with the election and was assigned as the new Student Vice-Chairman.**

**Ad 6) The reorganization of the Institute of hygiene, epidemiology and preventive medicine – the Dean**

The Dean explained the reasons and the goal of the planned reorganization with the intention to unite small institutes with a few employees into a bigger institution. It might concern the following institutes: the Institute of nutrition, the Institute of general hygiene and the Institute of child and youth health planning to concentrate their issues into one Institute of hygiene.

**Conclusion: The AS 3FM CU approved the decision in accordance to the Article 10, Paragraph 1a) of the Statute of the Faculty, and agrees that the above mentioned institutes will merged into the new Institute of hygiene.**

Vote: 25, 0, 1.

**Ad7) Name changes of the Institute of sports medicine and the Institute of epidemiology**

The Dean submitted a proposal to the senators suggesting the changes in the names of the above mentioned institutes and gave reasons for such changes. The new names describe in a better way the work and targets of these institutes.

The Institute of sports medicine will be renamed as the Institute of metabolism and physical stress.

The Institute of epidemiology will be newly called the Institute of epidemiology and biostatistics.

**Conclusion:**

**The AS 3FM CU approved the changes in the names of the above mentioned institutes.**

**Ad8) The results of the Per Rollam Vote - Rules for the Entrance Examinations for the academic year 2017-2018**

The per-rollam vote about the proposal of “Rules for the entrance examinations at the 3FM CU for the academic year 2017-2018” took place on September 8<sup>th</sup>- 19<sup>th</sup>, 2016.

Vote: 26, 0, 6.

**Conclusion:**

**The AS 3FM CU approved the decision in accordance to the Article 10, Paragraph 1e) of the Statute of the Faculty, and agrees with the above mentioned Rules for entrance examinations for the academic year 2017-2018.**

Vote: 25, 0, 1.

**Ad9) The results of the Per Rollam Vote – Announcement of Election for the Academic Senate 3FM CU for the period December 1<sup>st</sup>, 2016 – November 30<sup>th</sup>, 2019; including a proposal of members of the Election Committee – Mgr. Vácha**

The per-rollam vote about the proposal of “Announcement of the place, date and time of election to the AS 3FM CU for the period December 1<sup>st</sup>, 2016 – November 30<sup>th</sup>, 2019,” including the place, date and time of a repeat election and the list of members of the election committee which will supervise the election, took place on September 5<sup>th</sup>- 9<sup>th</sup>, 2016.

Vote: 21,0,11.

**Conclusion:**

**The AS 3FM CU approved the proposal of Announcement of election to the AS 3FM CU for the period from December 1<sup>st</sup>, 2016 to November 30<sup>th</sup>, 2019.**

Vote: 26, 0, 6.

**Announcement of election for the Academic Senate of the 3<sup>rd</sup> Faculty of Medicine, Charles University (election period: 1/12/2016 – 30/11/2019)**

The Academic Senate of the 3FM CU announces in compliance with the distance voting (per rollam) held from September 5<sup>th</sup>- September 8<sup>th</sup>, 2016 the election of representatives of the 3FM CU to the Academic Senate of 3FM CU for the period from December 1<sup>st</sup>, 2016 to November 30<sup>th</sup>, 2019.

The election will take place on Tuesday, November 1<sup>st</sup>, 2016 (10:00 – 16:00) and on Wednesday, November 2<sup>nd</sup>, 2016 (9:00 – 15:00).

The place of election:

\* the main building of 3FM CU: Ruská 87, Praha 10, the conference hall no. 223 - for academic staff

\* the main building of 3FM CU: Ruská 87, Praha 10, the entrance hall – for students

If it is necessary to repeat the election (a turnout less than 30% or an insufficient number of candidates), the AS 3FM CU agreed on the following dates:

November 8<sup>th</sup>, 2016 – Tuesday (10:00 – 16:00)

November 9<sup>th</sup>, 2016 – Wednesday (9:00 – 15:00)

Alternatively:

November 23<sup>rd</sup>, 2016 – Wednesday (10:00 – 16:00)

November 24<sup>th</sup>, 2016 – Thursday (9:00 – 15:00)

In compliance with the Election Rules of 3FM CU, the Academic Senate 3FM CU nominated an Election Committee that will supervise and monitor the election. The members of the Committee are following:

MUDr. Lucie Hubičková, Ph.D., Institute of histology and embryology,  
lucie.hubickova@lf3.cuni.cz;

Doc. RNDr. Anna Yamamotová, CSc., Institute of normal, pathological and clinical physiology, anna.yamamotova@lf3.cuni.cz;

MUDr. Iveta Matějovská, CSc., Institute of normal, pathological and clinical physiology  
iveta.matejovska@lf3.cuni.cz;

Monika Perďochová, a student of the 4<sup>th</sup> year of general medicine,  
[monika.perdochova@gmail.com](mailto:monika.perdochova@gmail.com);

Anna Pokorná, a student of the 2<sup>nd</sup> year of general medicine, [anna.pokorna@gmail.com](mailto:anna.pokorna@gmail.com).

Other representatives of the student chamber will be elected at the meeting of AS 3FM CU in October 2016.

Substitutes:

Doc. Ing. Jana Vránová, CSc., Ústav lékařské biofyziky a lékařské informatiky, [jana.vranova@lf3.cuni.cz](mailto:jana.vranova@lf3.cuni.cz);

Mgr. Ivana Hřebíčková, Institute of normal, pathological and clinical physiology, [iva.hrebickova@gmail.com](mailto:iva.hrebickova@gmail.com);

MUDr. Olga Jiroutová, Clinic of stomatology, [jir.oli@seznam.cz](mailto:jir.oli@seznam.cz);

MUDr. Eva Maňáková, Ph.D., Institute of histology and embryology, [eva.manak@post.cz](mailto:eva.manak@post.cz);

Mgr. Jana Heřmanová, Ph.D., Institute of nursing, [jana.hermanova@lf3.cuni.cz](mailto:jana.hermanova@lf3.cuni.cz);

PhDr. Jana Koprivová, Ph.D., Clinic of psychiatry, [jana.koprivova@nudz.cz](mailto:jana.koprivova@nudz.cz);

MUDr. Jitka Bušková, Ph.D., Clinic of psychiatry, [jitka.buskova@nudz.cz](mailto:jitka.buskova@nudz.cz).

Recording clerk: Ing. Sádecká, the secretary of the AS 3FM CU, [ludmila.sadecka@lf3.cuni.cz](mailto:ludmila.sadecka@lf3.cuni.cz), telephone; 26710210.

#### **Ad 10) Completion of students members for the Evaluation Committee – Mgr. Vácha**

The senator Pavelka informed about the proposed candidates for completing the members of the Evaluation Committee. The candidates are the following students: Petr Michenka, 3<sup>rd</sup> year of general medicine, and Jakub Leder, student of general nursing.

**Conclusion:**

**The AS 3FM CU acknowledged the information about completing the members of the Evaluation Committee.**

#### **Ad 11) Completion of students members for the Election Committee – Mgr. Vácha**

The Election Committee should be completed by other volunteers. The below mentioned students accepted the offer.

The AS 3FM CU chose in a secret vote the students volunteers who will complete the Election Committee. The Chairman of the committee was assigned doc. MUDr. Rambousková, the student representatives in the committee were: Andronicus and Mašková.

There were 27 ballot papers distributed of which all were submitted as valid. All the 27 senators elected the following students who are supposed to complete the Election Committee:

Nikola Šotolová, 3<sup>rd</sup> year- general medicine, +420723941172 [nikola.sotolova@gmail.com](mailto:nikola.sotolova@gmail.com),

Magda Holubová, 3<sup>rd</sup> year- general medicine, +420722272104 [maholu@seznam.cz](mailto:maholu@seznam.cz),

Nina Biačková, 1<sup>st</sup> year- general medicine, +421948255836 [ninabiackova@gmail.com](mailto:ninabiackova@gmail.com),

Ondřej Vejdělek, 1<sup>st</sup> year- general medicine, +420777751510 [ondra@vejdelek.com](mailto:ondra@vejdelek.com),

Andrej Chudý, 1<sup>st</sup> year- general medicine, +421918798561 [andrej.chudy.mail@gmail.com](mailto:andrej.chudy.mail@gmail.com),

Tadeáš Brabec, 1<sup>st</sup> year- general medicine, +420723218649 [brabect@email.cz](mailto:brabect@email.cz),

Michaela Ježková, 3<sup>rd</sup> year- general medicine, +420736288888

[michaela.jezkova244@seznam.cz](mailto:michaela.jezkova244@seznam.cz),

Anna Pokorná, 3<sup>rd</sup> year- general medicine, +420777199596 [anna.pokornaa@gmail.com](mailto:anna.pokornaa@gmail.com),

Olga Bouchalová, 1<sup>st</sup> year- general medicine, +420720733573 [bouchalova.ol@email.cz](mailto:bouchalova.ol@email.cz),

Petr Nohejl, 1<sup>st</sup> year- general medicine, +420732402215 pnohejl@gmail.com,  
Gabriela Řimnáčová, 1<sup>st</sup> year- general medicine, +420721518623  
[gabrielarimnacova@yahoo.com](mailto:gabrielarimnacova@yahoo.com).

**Conclusion:**

**The AS 3FM CU approves the above listed students as members of the Election Committee for the Election to the AS 3FM CU for the election period of December 1<sup>st</sup>, 2016 – November 30<sup>th</sup>, 2019.**

**Vote: 27, 0, 0.**

**Ad 12) Personal changes in the Student Chamber of the AS 3FM CU – Mgr. Vácha**

The senator Radka Koudelová successfully graduated. The first candidate addressed to replace her was Kristýna Dusíková who turned down the proposal. The other addressed student was **Míra Vojtěch** who accepted to act as a senator for the months of October and November 2016.

As a consequence of interruption of study of MUDr. Jakub Polách, the student Michaela Janoušková was addressed, but she declined the proposal as she will be on a student study-exchange in Portugal during the months of October and November, 2016. The next person addressed, **Balal Joud**, accepted the proposal.

Mgr. Vácha thanked Radka Koudelková and Jakub Polách for all the work that they had done for the AS 3FM, in their absence, and greeted the new senators.

**Conclusion:**

**The AS 3FM CU acknowledged the changes in the Student Chamber of the AS 3FM CU.**

**Ad 13) Miscellaneous:**

Prof. MUDr. Kozák brought to attention the upcoming lecture of prof. Diehl that will take place in Jonášova lecture hall.

Mgr. Vácha pointed out the upcoming election for the AS 3FM CU and called upon the senators to appeal on proposing candidates.

**Next session of the AS 3FM UC will be held in the conference room of Dr. Radana Königová, room no. 223, on November 8<sup>th</sup>, 2016, at 14:30.**

Mgr. Marek Vácha, Ph.D. a.p.  
Chairman of AS 3<sup>rd</sup> FM UC

**Comments:** Mgr. Vácha, doc. MUDr. Votava, M. Pavelka

**Minutes taken down by:**

Ing. Sádecká, the secretary of AS 3<sup>rd</sup> FM CU