

Č.j. 7/11 - 10/2016-2019 3. LF UK

Minutes of the 3rd Senate Session of the Third Faculty of Medicine that took place on March 14th in the Session Room of Radana Königova, room No. 223

Attendee: according to the attendance list

Excused: according to the attendance list

Session Agenda:

1. Opening – Mr. Vácha
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from January 10th, 2017
4. Information from the Dean
5. Admission of Students in compliance with §49, paragraph 3, Act no. 111/1998, on higher education (aka transfer from other faculties) – MUDr. Marx
6. Rules of studies organisation – the amendment - MUDr. Marx
7. Statistics of the years 2017 and 2018 – admissions proceedings in graphs – MUDr. Marx
8. Report on faculty finances in 2016 – Ing. Mužíková
9. Operating budget proposal for 3FM CU for the year 2017 – Ing. Mužíková
10. Lease contract for the commercial space and payment of its utilities – by company AV GASTRO, s.r.o. - Ing. Mužíková
11. Proposal for the future fields of education for which the CU will apply within the institutional accreditation – the results of the per-rollam vote
- Mgr. Vácha
12. Distribution of the funds for the institutional support of science within the university programmes PROGRES – the results of the per-rollam vote – Mgr. Vácha
13. Miscellaneous – information about a non-scheduled session in the week of May 21-29, 2017 - Mgr. Vácha

Ad 1) Opening

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

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

Mgr. Vácha, presented the enquiry of the Dean if the AS could deal with the amendment of the Status of 3FM CU, and the Proceedings and election regulations of AS 3FM CU and release a statement. As the materials were not send to the senators ahead of the session, the Dean change his opinion and the amendment will be discussed at the next (April) session of AS.

Ad2) Approval of the session agenda, assigning the scrutineers

The proposed programme was approved, and the senators who had received it ahead of the session via e-mail. There were no objections or no further suggestions.

Conclusion:

The programme of the session was approved by tacit consent.

The scrutineers elected were: doc. MUDr. Duška, student Renza

Ad 3) Checking of the minutes from January 10th, 2017

Mgr. Vácha brought up the important issues of the session on January 10th 2017. There were no objections or suggestions made, concerning the record of the minutes.

The minutes from January 10th, 2017 were approved by tacit consent.

Ad 4) Information from the Dean

- The results of the survey published in the magazine Týden – based on the criteria the 3FM came on 2nd position.

The best evaluation had the University of Defence, the other medical faculties came after ours.

- The number of the applicants this year has been the highest in the history of 3FM CU – the Dean presented the comparative figures.
- There will be dislocations of the faculty facilities in the summer, some institutes and laboratories will merge, and there will be more space capacity for research.
- Either the faculty or the FNKV did not recieved any grants from AZV.
- It is necessary to prepare an amendment of the regulations: Status of 3FM CU, the Election and proceedings regulations, the Rules and regulations for studies organization. Further, there is a need to review the Proceedings law of the Scientific Council of 3FM, the Rules of the habilitations and assigning the professors. All the rules and regulations have to comply with the regulations of the CU and the University Law.

There can be small variations, but strictly speaking all such documents have to comply with the higher documents.

Discussion:

Sychra – a possibility to see the intended layout of the rooms

Ad 5) Admission of Students in compliance with §49, law no. 111/1998, on University education (a.k.a. transfer from other faculties)

The announcement of different conditions for admission of the students who study at other medical or health care institutions - MUDr. Marx

The materials were submitted to the senators in the electronic form ahead of the session. The significant changes were made in the last academic year – the conditions were more strictly enforced, there was an average mark assigned. The faculty announced average (2,00) was found too strict. The Collegium of the Dean suggests a change – the average marks cannot be higher than 2,50. The number of the applications floats around 8 applicants per year. There were no comments or further suggestions.

Discussion:

Kantorová – enquired of the average marks at the other faculties, if they have mutual agreement on conditions and if the average marks include the unsuccessful exam dates – evaluated by number 4.

Discussion:

Trnka, Marx

Conclusion:

AS 3FM CU in the compliance with article 10, paragraph 1, letter e) Faculty status approves the proposal of conditions for admission for study in compliance §49, paragraph 3, law no. 111/1998, for the academic year 2017/2018.

Vote: 26, 0, 0.

Ad6) Rules for organisation of the study – the Amendment - MUDr. Marx

The materials discussed were sent to the senators via e-mail ahead of the session. The University Law had been revised, therefore the rules and regulations of university institutions and individual faculties will have to adjust in accordance with the law.

MUDr. Marx introduced the changes made in the law which are necessary to implement in the last year regulations. The faculty will not have specific rules and regulations for the postgraduate students, as they will be included in these rules and regulations. The dates will be posted on the SIS.

Discussion:

Renza, Marx, the Dean, Trnka, Bernášková, Barabáš, Belal, Toušek
The Dean: the subject Clinical medicine is taught from the 1st year, its cycles are not up-to-date, the rules are regulations comply with the Proceedings of Study at the Faculty.

The records of the exams must be kept for 1 year.

In the article 17, paragraph 11 – Resignation from the exam before drawing the questions:

In accordance with the Study and examination proceedings – in a situation when the student resigns from the exam after drawing the questions, the chairman of the examination committee makes the decision about the legibility of the act. If the reasons for resignation are considered serious and understandable, the chairmain permits the student to resign without the student receives the grade 4. (E.g. in case of a sudden health indisposition.)

Conclusion:

The AS 3FM CU

a) in compliance with the article 10, paragraph 1, letter b) of the Status of the faculty approves the proposal of the Rules and regulations of Study at 3FM CU,

b) orders the chairman of AS, in cooperation with the Dean, to send the approved proposal to the AS CU – including the changes made

Vote: 26, 0, 0.

Ad7) Statistics of the entrance examinations in the graphs for 2017/2018 – MUDr. Marx

MUDr. Marx presented the numbers in graphs – pointed at the

differences – growth and drops.

The entrance examinations will be held at the Congress Centre in Pankrác again this year.

Discussion: none

Conclusion:

The AS 3FM CU acknowledged the introduced statistics concerning the number of applicants for study at the faculty.

Ad 8) The report on faculty finances in 2016 – Ing. Mužíková

The finances ended in balance, all the figures show good financing. Ing. Mužíková compared how the present premises of the faculty look like in the comparison with the situation in 2004. Several new work facilities were built in the SZŠ and SZÚ during the decade – the faculty has been growing in size, has not slowed down.

The evaluation of personnel – again a comparison with the year 2003 – the average salary of all the employees – she mentioned the individual growths and raises in figures (concerning professors, docents, specialized assistants).

Discussion:

Duška – there is no simulation centre for teaching – comparing with faculties abroad.

The Dean – there are suitable premises being searched for which seem to be feasible – the negotiations have not been finished, therefore he cannot specify. The CU interest was not to establish such centres at the faculties, but one centralised was found at Větrník.

The university leaders gave up the idea of the single centralised centre, further the faculty can decide on its own and negotiate individually. The faculty has applied for finances from the European Union.

Discussion: none

Conclusion:

In compliance with the article 10, paragraph 1, letter d) of the Status of 3FM, the AS 3FM CU approved the proposed report of the faculty finances in 2016 with no objections.

Vote: 26, 0, 0.

Ad9) The budget proposal for the year 2017 – Ing. Mužíková

Ing. Mužíková informed that so far the faculty has not known the sum it will receive from the programme PROGRES. In comparison with last year when the sum from the PRVOUK programme had been known. It can only be supposed that it will be similar to the last year sum. As the number of international students of the faculty has grown, the faculty should obtain more financial means. Further, Ing. Mužíková spoke about the planned building alterations – the increase of the capacity at the other lecture halls as it had been done in the Syllaba hall.

Discussion: none.

Conclusion:

In compliance with the article 10, paragraph 1, letter c) of the Status of 3FM, the proposed 2017 budget was approved with no objections.

Vote: 26, 0, 0.

Ad 10) The lease contract of the commercial facilities and the payment of the utilities connected with its occupancy - by company AV GASTRO, s.r.o. - Ing. Mužíková

Based on the article 51, paragraph 2, of the Status of CU which deals with the rental contracts of the commercial facilities concerning the premises used by the faculty, the AS 3FM CU must approve the contract (as long as the area is not bigger than 500 m² or the lease is not longer than 5 years. - In case any of these would apply, the AS CU would have to approve.) The Dean is in charge of the negotiations of the matter, (again - as long as the area of the premises is not bigger than 500 m² or the lease is not longer than 5 years).

Ing. Mužíková proposed that the AS 3FM CU will extend the contract with the company AV GASTRO that have been a long-term provider of the catering services in the faculty vestibule, and the proposed version of the contract had been sent to the senators via e-mail ahead of the session.

The company produces meals in three kitchens, the food is transported to the faculty where it is warmed up and served. The control of its operations and the production has been inspected on regular basis by Doc. Dlouhý and Doc. Kneidlová.

Discussion:

Trnka, Toušek

- enquiry about the rental sum
- question of content with the food quality

Conclusion:

The AS 3FM approved the extension of the rental contract of the commercial facilities and the payment of the utilities connected with their occupancy by the company AV GASTRO, s.r.o., Starostrašnická 151/36, 100 00 Praha 10 – Strašnice.

Vote:

26, 0, 0.

a) The extension of the rental contract for the company Gastrocentrum (Vokřálová) for the following 5 years

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

Vote: (16, 3, 2).

Ad 11) Proposal for the future fields of education for which the CU will apply for within the institutional accreditation – the results of the per-rollam vote - Mgr. Vácha

The proposal was acknowledged by the senators, and the per rollam vote took place in the period of **February 24-26, 2017.**

All senators approved the proposal.

The result of the vote: 25 yes, none against, 7 senators abstained from voting (6 did not vote).

Dr. Marx explained the importance of the statement of AS of 3FM: the CU will have to provide a list of all the specialisations that will intent to get accredited.

Discussion:

Trnka, the Dean – one medical specialisation – this topic has not been concluded and should be put forth.

Conclusion:

The AS 3FM CU in the compliance with the article 10, paragraph 3, letter a) – the proposal of study programmes planned for the faculty, acknowledged the discussed „Proposal for the future fields of education“ that will attempt to apply for within the institutional accreditation framework.

Vote: 26, 0, 0.

Ad 12) Distribution of the funds for the institutional support of science within the university programmes PROGRES – the results of the per-rollam vote – Mgr. Vácha

The per-rollam vote took place during the period of February 22-28, 2017. The result of the vote was: 29 yes, none against, 3 abstained from voting (2 did not vote).

Discussion: none

Conclusion:

The AS 3FM CU in the compliance with the article 10, paragraph 1, letter c) of the Status of 3FM, approved the proposal of the „Distribution of the funds for the institutional support of science within the university programmes PROGRES.“

Vote: 26, 0, 0.

Ad 13) Miscellaneous

- Words of thanks for the organisation of the faculty ball – Mgr. Vácha
- Information on the emergency meeting scheduled for the week of May 20-29th, 2017, because of the expected changes demanded by the CU concerning the amendment of the faculty rules and regulations that is being prepared. The comments concerning these changes have to be approved ahead of the session of the AS CU – Mgr. Vácha
- The amendments of the Status of 3FM CU and the Election and proceedings regulations of the AS 3FM CU will be approved at the April session. If needed, other regulations might be discussed as well. Therefore, the presence of the senators is necessary so that the Senate will be eligible to make decisions.
- The student Magda Nováková, who translates for the students of the English programme, was introduced and the Senate thanked her for her help.

Next session of the AS 3FM CU will be held at the session room of Radana Königova, no. 223, on April 18th, 2017, at 2.30 p.m.

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

Minutes taken down by:

Ing. Sádecká
March 16th, 2012

Edited by:

Doc. MUDr. Votava, Mgr. Vácha, D. Lauer