

**Minutes of the 9<sup>th</sup> Senate Session of the Third Faculty of Medicine that took place on December 12<sup>th</sup>, 2017, 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 November 14<sup>th</sup>, 2017
- 4) Information from the Dean
- 5) Distribution of the financial incomes from the previous years –  
Ing. Mužíková
- 6) Awarding scholarships based on excellent study results – MUDr. Marx
- 7) Information from Prof. MUDr. Mořovská from the AS CU
- 8) Miscellaneous – Invitation for the Christmas concert

**Ad 1) Opening**

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

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

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

The proposed program was approved. There were no objections, or no further suggestions.

**Conclusion:**

**The AS 3FM CU approved the program of the session.**

The scrutineers elected were: student Jakub Fuksa,  
academic – Doc. MUDr. Trnka

**Ad 3) Checking of the minutes from November 14<sup>th</sup>, 2017**

Mgr. Vácha brought up the important issues from the session held on November 14<sup>th</sup>, 2017, especially the following: the approval of the Election Committee for the AS CU, congratulations to the elected representatives of the 3FM in the AS CU – Metoděj Renza, Tomáš Sychra, prof. MUDr. Zuzana Mořovská and MUDr. Martin Havrda.

Another issue discussed in the previous session was the view of the 3FM CU concerning introduction of Chinese medicine lectures within the study programs.

The Chairman, Mgr. Vácha, reminded the present of the introduction ceremony of the new Dean, Prof. MUDr. Widimský, and expressed gratitude for the work of the previous Dean, Prof. MUDr. Anděl. The ceremony will be held in Carolinum, on February 1<sup>st</sup>, 2018.

**Conclusion:**

**The minutes from November 14<sup>th</sup>, 2017 were approved by tacit consent.**

**Ad 4) Information from the Dean**

- the study program organised in Karlovy Vary – all processes and standards have to comply with the Faculty Regulations, we accommodated the requirements of the representatives of the Carlsbad region and supported the teaching of the physiotherapy study program in the region. As the CU is engaged in the program which will help the region, it is necessary that it will comply with all the principles of the 3FM,
- financial issues – the 3FM wants to keep a balanced budget,
- further negotiations with the representatives of the Carlsbad region will be led by Prof. MUDr. Widimský,
- the Dean will transfer gradually his duties, detailed information and other matters to the new Dean,
- the Ambassador of Israel visited the 3FM on December 11<sup>th</sup>, 2017, and opened the exhibition of our student, Ben Eben. Afterwards, he met with our Israeli students, and promised to support the Czech- Israeli agreement of mutual cooperation,
- the faculty Christmas concert – he cordially invited all the students and the faculty staff to attend the concert that is to be held in the Church of St. John of Nepomuk, at Hradčany, Prague 1, on December 20<sup>th</sup>, 2017. The Collegium Strahoviense will perform Czech Christmas Mass by J.J. Ryba,
- congratulations to all representatives of 3FM elected to the AS CU.

There was no discussion.

**The candidate for the Dean Prof. Widimský** informed about the current situation concerning opening the parallel bachelor study program of Physiotherapy. This group of students is supposed to attend most of the classes in Carlsbad, within the agreement of cooperation between 3FM CU and the statutory town of Carlsbad. The program will start in the school year 2018-19. This matter was discussed in the Collegium of Dean, by the Scientific Council and with the Vice-Rector CU Prof. Hála in the last 3 weeks, and above all at a meeting of the MŠMT and the town representatives at the Ministry on December 1<sup>st</sup>, 2017. The faculty leaders insist on the position which was previously agreed on by the AS CU (9.5.2017) and the Scientific Council (2.3.2017), i.e. to guarantee the professional and staff organisation of the program, supposing the teaching facilities, equipment and further additional cost will be covered by the town of Carlsbad.

**Conclusion:**

**The AS 3FM CU approved of the procedure concerning the teaching program with no comments.**

**Ad 5) Distribution of financial incomes from the previous years – Ing. Mužíková**

The considered material had been sent to the Senators ahead of the session via e-mail. CU has the legal entity as a unit, and the finances are dealt with in complex in relation to the state as a financial summary of all faculties.

The CU provided us with the sum of 2 million CZK and we are supposed to decide how to distribute these funds.

Proposal – the financial funds will be forwarded to a reserve fund, from which can be further distributed to the following:

- a) FRM
- b) Benefit Fund
- c) Operational fund.

- based on article 15 of “a Reserve Fund”

1. The sources of a reserve fund are:

- a) an allocation from a financial outcome assigned for distribution,
- b) a transfer from funds quoted in articles: 17, 19 and 22,

2. A reserve fund can be:

- a) used to compensate a loss from the previous accounting periods, transferred to three other funds.

Discussion: none

**Conclusion:**

**The AS 3FM CU in the compliance with article 10, paragraph 1, letter b) Status of 3FM, approves of the proposed distribution of financial incomes from the previous years with no objection.**

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

#### **Ad 6) Awarding scholarships to students with excellent study results – MUDr. Marx**

The considered material had been sent to the Senators ahead of the session via e-mail.

In compliance with the article 4, paragraph 4 of the Scholarship Code of the CU and the Regulations of awarding scholarships of the 3FM CU, the Dean of the faculty assigns a sum of a scholarship and the AS approves of it. The proposal is based on the rules of the Scholarship Code of CU and a current amount in the faculty fund.

MUDr. Marx presented the matter, there had been an increase in the fund, at least 10% of students in each study program should be awarded, the sum of a scholarship is regulated by 10.000-50.000 of CZK. The material contains proposal of an increase for students with the average mark 1.00 within the assigned study programs in order to raise their scholarships to 15.000, for the others 13.000 CZK.

Discussion: Kantorová, Marx, the Dean

- awarding scholarships in the 2<sup>nd</sup> year of general medicine is based only on one mark which includes more exams,
- there is no other way as it would not comply with the Scholarship Code,
- the Dean: this big exam in the 2<sup>nd</sup> year shows the excellent students, there is no need to add more marks,
- the Scholarship Code of the CU is equal to the faculty.

**Conclusion:**

**The AS 3FM CU in the compliance with article 4, paragraph 4, of Scholarship Code of 3FM approves the Dean's proposal for awarding the scholarships for excellent study results in the academic year 2016/2017, for students with the average mark 1.00 the sum is 15.000 CZK, and for other students within the limit 13.000 CZK.**

**Vote: 20, 0, 1.**

**Ad 7) News from the AS CU – Prof. MUDr. Moťovská**

Prof. MUDr. Moťovská thanked for the trust which was given to her by the votes for the next election period.

A great issue currently discussed in the AS CU is finances, specifically the distribution of funds and grants to particular faculties is in charge of the Economic Committee which will hold a meeting on December 12<sup>th</sup>, 2017 at 16:30.

Overall, the funds assigned to our faculty should not be lower than previously, an estimated amount of 110% of the last year funds.

Provided that faculties will not use up all the funds, then those funds will be transferred to other faculties.

MUDr. Moťovská mentioned that there is not an efficient flow of information between our faculty and the CU, we will have to better point out to our work, then we will be able to claim further funds.

She also promised to work on improving the communication, and to inform the AS 3FM CU about all essential matters discussed in the AS CU so the Senators will have a chance to raise objections.

Discussion: Marx, the Dean, Moťovská, Sychra, Widimský, Polák

Prof. Moťovská has no ambition to be a candidate for the Chairman of the AS CU.

the Dean – the members of the AS, the teachers of the medical faculties, will require an overview of the distribution of financial funds for the CU – the medical faculties pay to the CU, financial funds are then redistributed to all faculties.

The sums are not insignificant, especially from 1FM CU. The requirement for transparency of the funds distributed, with regard to how much comes from the Ministry of Finance, how much is kept for maintaining the RUK, and how much is distributed to the individual programs.

The Dean of 1MF CU, Prof. Šedo, required the information – we also would like to see how the medical faculties participate in the financial contribution and how the money is distributed.

The Rector is in charge of distribution of finances, and presents the proposal to the AS CU. The financial contribution of the medical faculties is proportionally greater than from other faculties.

Sychra – the problem was dealt with at the session of the AS CU, the Senators will receive the minutes of the session.

Widimský – an interesting fact is that the amount of contribution for the medical faculties to the RUK had increased in the last 2 years. The financial cost of the RUK had grown as well. Solidarity is right, but there has to be transparency concerning the distribution of funds.

Polák – if the scholarships for PGS students had been raised.

Moťovská – she will inform the faculty leaders and the AS 3FM about the process and its conclusion.

**Ad 13) Miscellaneous**

An invitation for the Christmas Concert – as mentioned in the section Information from the Dean.

Mgr. Vácha and the Dean, Prof. Anděl, and the Vice-Chairman student David Lauer thanked all the members of the AS 3FM CU for their cooperation and wished them happy holidays, and a lot of luck, success and first of all health in the New Year.

**Next session of the AS 3FM CU will be held at the session room of Radana Königova, no. 223, on Tuesday, January 16<sup>th</sup>, 2018, at 2.30 p.m.**

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

**Minutes taken down by:**

Ing. Sádecká  
December 14<sup>th</sup>, 2017

Edited by:

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