

# Newsletter

of the Faculty of Science PU

18

December 2, 2016



## Introductory word

**Czech Science Foundation has published a list of projects that succeeded in public calls of this institution in 2016. The Faculty of Science will benefit from financial support of 13 successful standard projects and three junior grants. Altogether 30 standard projects from Palacký University succeeded in individual calls of the Czech Science Foundation, the junior grants have only been granted to the Faculty of Science.**

"I would like to congratulate all our successful applicants and to thank everyone else involved in project preparation. Twelve standard projects were supported from CSF funds last year; this year's results prove that we maintain a stable position," said the Dean, Ivo Frébort.

In this year's competition 33,1% of standard projects and 36,5% of junior grants were successful. The success rate of standard project of the Faculty of Science amounts to 29.5%; a total of 44 of them were sent from our faculty. A total of 10 junior project proposals were submitted by young scientists, only three of which succeeded. Lists of all successful applicants can be found [here](#).

The Faculty of Science has clearly overtaken other faculties of Palacký University by the number of successful project applications. The Faculty of Medicine and Dentistry received support of five standard projects. The Faculty of Law and the Faculty of Arts both identically received support of four standard projects, while the Faculty of Education succeeded with two project applications. The Faculty of Physical Culture and the Sts Cyril and Methodius Faculty of Theology submitted one successful standard project each.

## Science and Research

### IGA University students' grant competition

The Rector of Palacký University has announced the eighth annual grant competition to support projects of students of Master's and Doctoral study programs. The eligible candidates of project manager positions shall be academics or post gradual students of Palacký University. Each project manager is allowed to submit one project proposal only. It is not possible to apply for investment funds within this call.

Project proposals shall be submitted electronically via [OBD database](#) by **January 15 at 5:00 p.m.** For further information please contact Pavla Tresterová, tel: 585631419, e-mail: [pavla.tresterova@upol.cz](mailto:pavla.tresterova@upol.cz).

- According to the UP Rector's Guideline no. B3-14/7 we kindly request authors who want to issue a publication in UP Publisher in the year 2017 to send their request for inclusion into editorial plan to Mrs. Kratochvilová at [michaela.kratochvilova@upol.cz](mailto:michaela.kratochvilova@upol.cz) by Tuesday, **December 13**. The request form can be found in [Attachment no.1](#).

## **F**or Students

### ☐ **Recognition of subjects**

We kindly request students who have applied for subject recognition from previous studies to comply with the obligation to collect the decision on the recognition of study requirements at Department of Study after receiving confirmation email and to apply for recording the results in students' credit books as well.

### ☐ **Collect your diploma**

We kindly request students who did not participate in graduation ceremonies of Bachelor and Master study programs in June or November, to collect their diplomas at Department of Study.

### ☐ **Opening hours of Department of Study during Christmas**

We would like to inform you that **Department of Study will be closed from December 23 to January 1.**

### ☐ **Masaryk Conference 2016**

Students of Doctoral study programs and young researchers from the Europe Union universities may present their scientific and research results at an international online conference, which will focus inter alia on natural science, computer science, information technology, innovation, economics, etc. The conference will be held at the website <http://mmk.sciemcee.com> on **December 12 – 16**. Further information is available upon request at [mmk@econference.cz](mailto:mmk@econference.cz) where you can also send your papers for publication in the conference proceedings after paying the registration fee. Registration form is available [here](#).

### ☐ **Student Conference Na prahu 2017**

Identifying deeper causes of global problems caused by the influence of humans on planet Earth and finding solutions for cooperation that would lead to a meaningful, sustainable future are the main objectives of the conference which will take place at the Faculty of Social and Economic Sciences at Comenius University in Bratislava on April 6 – 7. Conference contributions are accepted **by March 15** at [info@institutgaia.sk](mailto:info@institutgaia.sk). They might be focused on any of the wide range of topics including climate change, ecosystem collapse and waves of migration, environmental ethics, ecology and eco-theology of mind, coexistence of economy and natural ecosystems, regeneration strategy ecosystems and pathways to a sustainable future and many others. The complete list of topics as well as invitation to the conference is available [here](#). You may also contact organizers via email written above.

## **F**aculty Operation

### ☐ **Operation of HR and Payroll Department at the end of the year**

Due to a hectic period connected to the end of the year we kindly request our employees to continuously pass the following documents on HR and Payroll Departments of the faculty:

- requests for extension of employment contracts ending this year
- accounting of Agreements to perform a job and Agreements to perform work for December
- attendance records, notice of absence, sick notes, evidence of support if caring for family members in December
- ex gratia payments from project and faculty funds
- requirements for food vouchers and UniCheques
- requirements for assessment of project wage costs shall be sent to both accountants, Mrs. Hilšerová and Mrs. Pěčková at the same time; all requests will be processed on December 19; any adjustments will be possible by December 20, 12:00 a.m.

**All the documents mentioned shall be submitted by Wednesday, December 14.**

**Any changes in attendance due to illness of an employee or family member care after the deadline shall be reported as soon as possible, by January 2.** Attendance records shall be printed after final check and closure of attendance by the payroll office on Tuesday, January 3.

**HR and Payroll Departments will be closed from December 23 to December 26 and from December 30 to January 1.**

☐ **A brief reminder of Economic Department operation at the end of the year**

All operations at the faculty cash desk including billing of advances, travel accounts and payment receipts shall be settled **by December 9**. After the deadline the main register at Rector's Office takes over all financial operations.

All applications for abroad payments by check shall be submitted to the Economic Department **by Monday, December 12**.

**Original tax documents / invoices** shall be recorded at the faculty registry first and then submitted to the Economic Department with required annex and asset inventory card. We kindly request our employees to deliver documents regularly and as soon as possible, **by Wednesday December 14**. After the deadline we can't guarantee their accounting in calendar year 2016.

**Faculty registries will be closed from December 23 to January 1.**

☐ **Operation of the faculty of Science during Christmas and New Year's winter holidays**

All faculty buildings will be closed **from December 23 to January 1**

The main faculty building at Envelopa will be opened for employees only on **December 27 - 29 from 7:00 a.m. to 5:00 p.m.**

**Surveillance of closed buildings and premises of the faculty will be provided by external security service. Any technical failure/malfunction shall be reported to security** which will inform emergency service of Department of Technical Support.

☐ **The Dean of the Faculty of Science grants a day off to the employees and academic workers of the Faculty on December 23** based on Dean's provision [A-16/4/RD](#).

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## **S**udent Organizations

- ☐ **POSPOL** will enliven our ordinary workday on Tuesday, December 6. Saint Nicholas with his helpers is going to visit our faculty. If you don't meet them personally, they might leave you a little treat at your workplace.

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## **M**iscellaneous

☐ **Toy for Joy**

We would like to remind you one more time the possibility to help underprivileged, abused or neglected children who have found their refuge in Klokánek institutes in Olomouc and Dlouhá loučka. Under the auspices of the Dean of the Faculty of Science the traditional **Christmas collection** with this year's title **Toy for Joy** is taking place at our faculty. **Your gifts will be gratefully accepted till December 16**. You may bring creative toys for children or shower gels, shampoos, conditioners, body lotions, creams and decorative cosmetics for older boys and girls as well as long-life fruit purees for babies to the three drop-off points – the Dean's secretary's office (6.018), Department of External and Internal Relations (6.010) both in Envelopa building and the Herbarium in Holice. The Faculty has been organizing the Christmas collection since 2008. Thank you for your help.

☐ **Let's Celebrate Advent Together.**

We are inviting all International students **on December 6, 2016 from 2:00 p.m. to 4:30 p.m.** to the Faculty of Science museum **the Fortress of Knowledge - Pevňůstka** for a Christmas gathering, where **traditional Czech Christmas refreshments will be offered** and traditional Christmas music will be played. You are also welcome to bring a small sample of your traditional refreshments.



We have prepared an interesting program with a little surprise for all of you. Since our faculty has students from approximately 38 counties, the program will be focused on natural science as well as on their National flags. Come and don't miss the opportunity to stop for a while, forget all of your duties, and enjoy time with colleagues, acquaintances, and friends.

For further information, please contact Alena Jarošová, tel: 585634011, email: [alena.jarosova@upol.cz](mailto:alena.jarosova@upol.cz).

☐ **PosPos gathering**

The Dean of the faculty cordially invites all University staff, Ph.D. students and seniors of the faculty to the winter **Pospos gathering** which will be held at the Faculty of Science, 17. listopadu street on **Tuesday December 20 at 12:00 a.m.** Come and enjoy good company, refreshments, live music and Christmas punch.

☐ **The next Newsletter will be released on December 16, 2016**

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