

Newsletter

of the Faculty of Science PU

19

December 16, 2016



Introductory word

Time is passing so fast and another Christmas season is upon us. Winter Pospos gathering belongs to traditional advent activities at the Faculty of Science. This year's gathering will take place on December 20, 12:00 at the foyer of the main Faculty building. All staff members, Ph. D. students and seniors of the Faculty are invited to participate in the event. Come to stop for a while and forget all of our duties, and get the opportunity to talk with colleagues, acquaintances, and friends. The Building Maintenance who is in charge of organizing the event will prepare tasty goulash, meat loaf and roasted pork. Vegetarians may look forward to a potato salad with no mayonnaise, cabbage salad and sweet cookies. Music will be performed by band 3+1 as usual.

Christmas is the time when more than ever we tend to think about people in need. Our faculty has once again organized a Christmas collection for children from Klokánek institutes in Olomouc and Dlouhá Loučka this year. Thanks goes to the main organizer Mrs. Martina Oulehlová as well as to all who have contributed even a small gift.

Let the remaining days of Advent be filled with serenity so we may renew our energy for the upcoming year. I wish all of you Merry Christmas and a Happy New Year.

Ivo Frébort, the Dean

Science and Research

- Rules for an internal allocation of IGA 2017 funds at the Faculty of Science remain similar to the previous years:
 - It is not possible to apply for investment funds
 - It is possible to apply for one year project only
 - project funds shall be drawn in 2017 only although some projects may not finish until January or February 2018
 - an amount of individual center allocation depends on its percentage share of a total volume of the faculty RVO in compliance with division of the funds in 2016 approved by the Academic Senate of the Faculty
 - The total amount of IGA 2017 allocation is not yet known, however, when applying for the project you can take into account allocations granted in previous years (allocation in 2016 amounted to 38.2 million). We recommend overestimating the project funds slightly for prospective reducing of finances.

- ❑ We would like to remind you to carefully observe that developmental projects based on institutional plan of UP (FRUP) and projects based on the Operational Programme Research, Development and Education do not overlap in their activities.
- ❑ **Information for project managers of Czech Science Foundation projects, which end on December 31**
Using up the funds for personnel costs must comply with the total amount of personal funds provided. According to tender documentation, not all projects allow shifting of funds between operational and personnel costs. Therefore, we recommend to slightly under-execute personnel costs and to return remaining amount to the provider. At the same time we would like to remind you to keep the determined amount of overheads (max. 20%).

For Students

- ❑ **For the first-year students**
We kindly request our students who did not attend matriculation to collect their matriculation oath at Department of Study.
- ❑ **Recognition of subjects**
We kindly request students who have applied for subject recognition from previous studies to collect the decision on the recognition of study requirements at Department of Study and to apply for recording the results in students' credit books **by February 28**. We highly recommend finishing the recognition well in advance and not leaving it till the conclusion of your studies before the state final exams.

Academic Senate

- ❑ **The Academic Senate of the Faculty of Science** has set a date of faculty senate elections and elections of faculty senators to the Academic Senate of Palacký University. **Elections will be held on April 5 and 6, 2017.**
At its first meeting in 2017, the Faculty Senate will establish an electoral commission on January 25. T that time it will be possible to submit proposals for appointment of a member of both academic senates. Detailed rules for submission procedure will be timely published on [the website of the Faculty Senate](#).

Faculty Operation

- ❑ As of **January 1, 2017** the following provision of the Dean of the Faculty of Science comes into effect: Method Guideline of the Dean of the Faculty of Science no. A-16/5-MPD – Amendment no. 1 to Methodology Guideline of the Dean of the Faculty of Science no. A-14/15/MPD regulating evaluation of job performance of employees.
The Czech and the English version of staff evaluation forms for the year 2016 is available [here](#). Head of Departments shall submit evaluation of their individual employees at HR and Payroll Department of the Faculty of Science by January 31. The evaluation of leading staff is in charge of the Dean of the Faculty. These employees shall submit pre-filled evaluation forms at HR and Payroll Department by January 25.

Student Organizations

- ❑ Students from **UP Crowd** organized a one-day lecture about science related to their study and research activities at the Faculty for Olomouc – Hejčín secondary grammar school students at the end of the year. UP Crowd also organized the last Science Café 2016 in Olomouc on December 6 where Leoš Kyša explained how science may investigate paranormal phenomena. Some UP Crowd members also took part in the O2 Smart Up Training through which they can now popularize science even more! Further information about UP Crowd and its activities is available on [Facebook](#).
All UP Crowd members wish you Merry Christmas and good luck with your exams!

- ❑ **As of January 21, 2017 the following provision of UP came into effect:**
[B3-16/4-MPK](#) – Internal security of salary and scholarship payments in 2017 at UP

- ❑ **The next Newsletter** will be released **on January 20, 2017**