

# Charles University

## **Organisational Regulations Centre for Theoretical Studies**

*Pursuant to Section 10(1) of Act No. 111/1998 Coll., on Higher Education and on Amendments and Supplements to Other Acts (Act on Higher Education), as amended, and Article 2(2) of Annex 1 to the Statutes of Charles University (the Organizational Regulations), the Rector of Charles University issues these internal regulations:*

### Article 1

#### Basic provisions

1. The Centre for Theoretical Studies (hereinafter referred to as "CTS") is a higher education institute pursuant to Section 34(1) of Act No. 111/1998 Coll., on Higher Education Institutions, as amended (hereinafter referred to as "the Act" and Article 2(1) of Annex 1 to the Statutes of Charles University (hereinafter referred to as "the Statutes" and "Charles University").
2. The CTS conducts and supports advanced research on an international scale, participates in the implementation of accredited study programmes and supports the scientific activities of students; all of this especially in fields connecting traditional scientific disciplines and using advanced theoretical approaches.
3. The CTS is governed in its activities by the Statutes, other internal regulations of the Charles University and these Organizational Regulations.
4. The seat of the CTS is located in the premises of the Institute of Philosophy of the CAS, v.v.i., Jilská 361/1, 110 00 Prague 1.

### Article 2

#### Mission and activities

1. The mission of the CTS is to foster personal contacts between leading specialists from different disciplines, thus contributing to collaboration in the formulation and solution of fundamental problems that transcend individual disciplines and for which distinctive creative approaches and resources are still being sought.
2. CTS cooperates in research and educational programmes with faculties and university institutes of Charles University, institutes of the Academy of Sciences of the Czech Republic and other scientific and higher education institutions in the Czech Republic and abroad.

### Article 3

#### Director

1. The CTS is headed by the Director of the CTS (hereinafter referred to as the "Director"), who is appointed and dismissed by the Rector on the basis of a selection procedure in accordance with the UK Selection Procedure Regulations.
2. The Director shall be responsible to the Rector for his/her activities and the activities of the CTS and shall be subject to regular evaluation by the Rector.
3. In particular, the Director shall
  - a) Manage and organise the activities of the CTS in accordance with the law and the internal regulations of the University,
  - b) Represent the CTS in negotiations on cooperation with the faculties of the Charles University in matters of study programmes and scientific cooperation,
  - c) Chair the CTS Scientific Council (hereinafter referred to as the "Scientific Council"),
  - d) Appoint and dismisses members of the Scientific Board with the approval of the Academic Senate of Charles University,
  - e) Submit to the Scientific Council a report on the management of CTS funds and a report on the activities of the CTS over the past period,
  - f) Be a member of the Rector's Extended College,
  - g) Determine the scope and specification of work for all staff assigned to the CTS,
  - h) Issue the strategic plan for the educational and creative activities of the CTS,
  - i) Coordinate the cooperation and international relations of the CTS,
  - j) Decide and acts on behalf of the University in matters and to the extent provided for in the internal regulations of the University,
  - k) Ensure compliance with regulations concerning occupational safety and health, fire protection, environmental protection and civil defence.
4. The Director may also
  - a) Define the scope and powers of his/her representative,
  - b) Define the scope and powers of the Secretary of the CTS,
  - c) Designate a deputy or secretary to represent him within the scope and authority of the deputy or secretary.

### Article 4

#### Scientific Council

1. The members of the Scientific Council are leading national and international researchers. At least one third of the members of the Scientific Council shall be persons other than members of the academic community of Charles University.
2. The rules of procedure of the Scientific Council shall be internal regulations of the CTS.
3. The Chair of the Scientific Council shall be the Director.
4. The Scientific Council shall in particular
  - a) Discuss the strategic plan for the educational and creative activities of the CTS drawn up in accordance with the strategic plan of the Charles University,
  - b) Discuss the annual report and evaluation of the activities of the CTS,

- c) Approve the manner in which the CTS participates in the delivery of study programmes or parts thereof; and
  - d) Give its opinion on matters referred to it by the Director.
5. Meetings of the Scientific Council shall be convened by the Director as required, but at least twice a year, either by attendance in person or by remote internet connection.
  6. Written minutes of the meetings of the Scientific Council shall be taken.

## Article 5 CTS Secretariat

1. The CTS Secretariat shall ensure the organisational, operational and informational activities of the CTS, including the preparation of documents for the meetings of the Scientific Council and the implementation of the adopted resolutions according to the instructions of the Director.
2. The Secretary or the Head of the Secretariat, appointed by the Director, shall be responsible for the activities of the Secretariat.
3. The Secretariat shall be responsible for the administration of
  - a) The computer network and computer equipment,
  - b) The reference library and study room.
4. The organisation of the administration of the computer network and computer equipment, the rights and obligations of their administrators and users shall be governed by the Regulations for the operation and use of computer equipment, which shall be issued by the Director of the CTS by means of a measure.
5. The Reference Library and the Study Room provide information facilities for the staff of the Charles University and for the public.

## Article 6 Staff

1. The status of employees is governed by legal regulations, in particular the Labour Code and the internal regulations of the University.
2. Academic staff, scientific staff, professional staff and administrative staff shall be employed at the CTS.
3. Academic and scientific staff of the CTS is recruited from among leading scientific specialists in various fields, who are engaged in the most general theoretical aspects of their discipline and stand out for their transdisciplinary outlook. Academic staff is recruited on a competitive basis.
4. Academic and scientific staff, in particular
  - a) Actively and creatively pursues the mission of the UK and CTS,
  - b) Ensures the good name of the UK and CTS; they shall also influence students in this respect,
  - c) Respects copyright and other protected rights,
  - d) Is an advisory board to the Director in planning and organising the activities of CTS.
5. The provisions on academic and scientific staff shall apply mutatis mutandis to the status, rights and duties of the professional and administrative staff of the CTS.

## Article 7

### Guests

1. Domestic and international scientists shall be invited as guests of the CTS.
2. The Director decides on the admission of guests for short stays (up to three months). Admission of guests for longer stays shall be decided by the Director in consultation with other academic and scientific staff of the CTS or, where appropriate, with the Scientific Council.
3. The stay of CTS guests is financed by domestic or foreign grants awarded to CTS or its staff, or they can finance their stay at CTS themselves.
4. The rights and obligations of CTS staff apply *mutatis mutandis* to CTS guests.

## Article 8

### Students

1. CTS allows students to participate in CTS research projects. As part of their work, students contribute to CTS research tasks.
2. Students working on CTS are enrolled in one of the collaborating faculties. Students who work at CTS have the right to attend and speak at CTS staff meetings.

## Article 9

### Management

The CTS management is regulated by the Statutes, the Rules of Management of the Charles University and the relevant measures of the Rector.

## Article 10

### Cooperation with the Academy of Sciences of the Czech Republic

Cooperation with the Academy of Sciences of the Czech Republic is governed by the relevant agreement between Charles University and the Academy of Sciences of the Czech Republic.

## Article 11

### Transitional provisions

The filling of the post of Director prior to the date of entry into force of these Rules shall not be affected by these Rules.

## Article 12

### Revocation, common and final provisions

1. The CTS uses a rectangular stamp with the text "Charles University, Centre for Theoretical Studies" and the address of the Charles University. The rules for the use of the stamp shall be

laid down by the Director of the CTS in accordance with the internal regulations of the University.

2. The CTS Organisational Regulations of 1 November 2014 are hereby repealed.
3. These Organisational Regulations shall enter into force on the date of approval by the Academic Senate of the Charles University.
4. These organizational rules shall become effective on the first day of the month following their entry into force.

Doc. Petr Pokorný, Ph.D.  
Director

Prof. MUDr. Tomáš Zima, DrSc., MBA  
Rector

Prof. Ing. František Zahálka, Ph.D.  
President of the AS UK