

# Charles University

## **Rules of Procedure of the Scientific Council of the 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 4(2) of the Organisational Regulations of the Centre for Theoretical Studies, the Rector of Charles University issues these internal regulations:*

### Article 1

#### Introductory provisions

The Scientific Council of the Centre for Theoretical Studies (hereinafter referred to as "the Council" and "CTS") is a body of the CTS established on the basis of Article 34(5) of the Higher Education Act and Article 4 of the CTS Organisational Regulations.

### Article 2

#### Scope and composition

1. The Council's terms of reference are laid down in Article 4(4) of the CTS Rules of Procedure.
2. The members of the Council shall be appointed and dismissed by the Director with the consent of the Academic Senate of Charles University (hereinafter referred to as "Charles University").
3. Any academic or scientific staff member of the CTS may submit a proposal for a member of the Council to the Director.
4. The Director may appoint as an honorary member of the Council an eminent scientist who has made a significant contribution to the CTS or the Charles University. The appointment of an honorary member of the Council shall be made in accordance with paragraph 2.

### Article 3

#### Proceedings

1. The Director shall convene meetings of the Council at least twice a year, either in person, partially or completely at a distance. The Director shall be obliged to convene a meeting of the Council if at least one third of its members so request.
2. The Director shall convene a meeting of the Council by written invitation (in electronic form), which shall include the agenda, place, date and time of the Council meeting. The members of the Council shall normally receive with the invitation the background materials for the individual items of the meeting.
3. Meetings of the Council shall be chaired by the Director or a member of the Council authorised by the Director.
4. Guests or other persons may speak at the Council meeting only with the consent of the Council.
5. A written record shall be made of the proceedings of the Council.

6. The written record shall be made available to Council members and CTS staff in electronic form for review.

Article 4  
Resolution

1. The Council shall act by resolution. The Council shall have the capacity to act if a majority of its members are present. This resolution may be either consensual or by vote. A resolution by vote shall be adopted if a majority of the members present are in favour of it.
2. Council resolutions shall be published in the public section of the CTS website.

Article 5  
Safeguarding activities

The material and administrative activities of the Council shall be ensured by the CTS Secretariat.

Article 6  
Final provisions

1. These Regulations shall enter into force on the date of approval by the Academic Senate of Charles University.
2. These Regulations shall enter into force 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