

## Meeting of the extended ICS Director's Board– 22/01/2024

Participants (on site or MS Teams): Mysliveček, Příbyla, Pernica, Laštovička, Kolovratník, Strejčková, Bartošek, Rusňák, Regner, Broncová, Rebok, Koumal, Ostřížek, Velan, Hejtmánek, Matyska, Bejček, Vochozková, Vojtová, Drašar, Křenková, Izydorczyk, Ocelka, Marek, Jakubička, Ocelka, Mazánek, Růžička, Tovarňák, Machač, Antol, Tomči, Raček, Chapčák, Čermák, Schäferová.

Excused: Plesník, Janovič, Matyska

### Information from the evaluations of the Institute ICS by MU management

The Director of ICS presented a presentation that was given on Friday, January 19 at RMU (presentation is attached to these minutes), where the following 6 topics were discussed:

1. EPIS Infrastructure - we have had 3 proceedings of the Office of the Public Prosecutor, MU has won all proceedings, the Office of the Public Prosecutor has confirmed that MU is proceeding correctly. Magion filed a lawsuit against the Office of Competition and Consumer Protection, the court gave an interim measure - prohibition to conclude a contract with the selected winner. We expect the court decision in about 1 year, 9 months before the completion of the RFP, so there would be a delay of about 3 months, which would be acceptable. But there is a risk of significantly longer delays.  
for the other two decisions, so we will be considering alternative courses of action.
2. IT infrastructure for research - the EOSK project - its benefits and costs from MU's point of view - will be a topic at the management meeting on 13.2.
3. Increasing the price of licenses - VMware - from 380 thousand CZK to 380 thousand CZK. / annual cost to 3.5 million. This was an unexpected situation, which was communicated when proposing requirements for centralized resources, like the deterioration of conditions from Microsoft for MS365 products. So, the idea was to explain to MU Management how we proceed in such cases - both in the short term - limiting services, buying quickly if possible, and in the long term - having exit plans for key and expensive services and being able to migrate quickly to alternative solutions.
4. Provision of commercial services - question on economic activity - what is the principle, how does it work. Additional activity for 2023 is approx. 21.7million. The dominant source of income is the metropolitan network, which has a few costs associated with it, e.g. 700 representations during the year in construction procedures, the importance of the metropolitan network. Significant customers are emergency services, justice system, Moravian Library in Brno, VUT, JAMU, Mendel, Ministry of Interior of the Czech Republic, ŘSD, gymnasiums, etc. A plan for the gradual development of HČ was presented to avoid a gradual decline.
5. Priorities of the Institute of Technical Education see presentation.

6. Results of the evaluation of the R&D of the ÚVT - the process is not 100% complete, we have received a very brief evaluation, we have asked additional questions, the answer so far only from the chairman of the evaluation committee. Main conclusions of the evaluators - see presentation. The evaluation was very good. Evaluators' recommendations - definition of KPIs, more emphasis on technology transfer and licensing, clear definition of academic career progression within the IST, increase international cooperation.

Overall, the evaluation was very pleasant and stimulating, and in many areas the MU management praised the direction in which the Institute is heading.

### **The current status of the preparation and prospects for the relocation of the Institute**

V. Pribyla gave a presentation to show the status for the move to the Šumavská Tower - the drawings of the individual floors and layout have been completed so that the UVT can move in by July 1. The basic layout consists of 5 floors, we are trying to make the space as flexible as possible to be able to respond to staff needs. ÚVT has 170 employees on HPP for whom it wants non-shared workplaces. On each floor there are 2 meeting rooms - one for 12 people, the other for 6 people, 3 call boxes, informal areas (relax zone, kitchenette), 1 office for 1 person, 1 for 2 people, other offices for 4 or 6 people. The spaces are designed flexibly so that the layout can be changed according to needs - e.g. replacing the relax zone or meeting room with offices, etc. The meeting rooms and relaxation areas are designed with a south-facing layout to maximise thermal comfort in the offices. By 31 January we are finalizing the layout, 95% of the wall drawing is completed - HVAC, electrical (power, low current) H&S and PO). We are solving the layout of the individual teams. It is not yet clear if CESNET will move together with the IWT, a decision should come very soon.

### **News about DPP, DPČ**

M. Pernica - from 1.1.2024, according to the amendment of the Labour Code, employees on DPP and DPČ are entitled to leave. A university-wide solution has been adopted; the ICS is working on a technical solution for the whole MU. It is not yet possible to apply for leave in Inet. The application form has to be filled in on paper. Leave entitlement for contractors is 4 weeks per year. Must work a minimum of 80 hours per year. Reimbursement is only possible at the end of the agreement. The entitlement can be seen on the pay slip or on request from Hanna Foretníková. It is not a good idea to take leave only at the end of the year, emphasis on continuous use of leave. The manager must keep an eye on overdrawn leave! Process - Convener checks entitlement with supervisor on pay slip, then a paper request form needs to be printed, signed by supervisor and delivered to Hana Foretníková. Schedule leave by the 25th of the month. Hours are to be entered on the timesheet, with the vacation note. Request from H. Foretníková and the Human Resources Department. - Working hours should ideally be entered in full hours, exceptionally in half-hourly increments. In the event of unused leave, the contractor is entitled to reimbursement. Untaken leave is carried over if the arrangement continues, but most arrangements usually end towards the end of the year, in which case leave is not carried over to the following year. The RMU verified that OP JAK will treat the cost of reimbursing the agreement workers' vacation as allowable. Details will be posted on the employee portal, in the Teams channel and via email.

Reminder: shift scheduling - don't schedule shifts for holidays, nights, etc. - because you are entitled to extra pay!

### **Current status of the preparation of the organisational changes announced at the Christmas party**

The Director reported on his planned leave (return in mid-February). Information on new developments in the preparation of changes to the organisation of work, including new organisational rules, will be presented to the extended College on 4 March.

### **Printing of training completion records (BOZP, PO, drivers) in IS MU**

This is a university-wide solution. So far, a physical signature is required, hence the paper form. By law, managers are obliged to train. This is also a check for managers. Unfortunately, the amendment to the OHS&P regulation still insists on a physical signature. However, we are working on digitalisation.

### **Purchases of specialist literature**

If it is an eligible cost, it can be purchased from the project, if not it can be purchased from centralised funds.

### **Budget plan for staff training (training, conferences, certification)**

Final budget numbers will be known in April or May 2024, waiting to see how centralized funding turns out. We don't know the exact numbers yet. General Education - Project Resources. We want to support staff training and development.

### **HW purchases - Status of employee equipment standards.**

We are currently addressing the Sumava Tower, we will address this topic subsequently. We expect budgets and limits per standards discussed last year to be in place by April 1, 2024.

### **Crisis contact, emergency contact**

Addressed at MU management meeting and Rector's College - the possibility of data access is discussed from an employee's mailbox for serious reasons (e.g. sudden hospitalization, death, etc.), with the agreement of the supervisor, in case MU might suffer harm due to the unavailability of important data. Suggested procedure - request via delegation from senior member of staff, documented entry based on file, presence of 2 parties (e.g. senior member of staff and IT officer). Details to be introduced over time, process will be formally embedded in IT Governance Directive (9/2017)

Translated by: <https://www.deepl.com/translator>

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