

Dean's Instruction No. 1/2012

***on the provision of equipment for full-time students of the
doctoral study programme***

(as amended with effect from 1 September 2012)

Pursuant to Article 5(3)(a) of the Organizational Regulations of Masaryk University, I issue the following instruction:

Article 1

Subject of modification

1. The instruction specifies the basic rights and obligations of full-time doctoral students in the area of presence at the workplace and entitlement to technical equipment.

Article 2

Presence at the workplace

1. Each full-time student of a doctoral study programme is obliged to agree with his/her supervisor the period during which he/she will work full-time at the Faculty and to communicate these details to the FI Research, Development and Doctoral Studies Department and to publish them on his/her website.
2. In case of absence at the agreed time, the student is obliged to notify his/her supervisor.
3. Faculty management and members of the departmental board will carry out random checks on the availability of doctoral students at the time of their declared presence at the workplace.

Article 3

Technical and other equipment for students

1. Full-time doctoral students may apply through their supervisor for the allocation of a workplace and the corresponding technical equipment.
2. A personal computer in a standard setup with the Linux operating system is provided to full-time students of the doctoral form of study from the funds of the department according to the jurisdiction of the supervisor.
3. For students whose supervisors are heads of one of the research laboratories operating at FI, the placement is provided by the supervisor in the laboratory.
4. For students whose supervisors are not the heads of any of the research laboratories, FI provides a separate table and chair in the PhD students' common office according to the current space capacity.
5. Full-time PhD students may request access to other FI technical equipment (e.g. photocopiers).
6. The FI is not obliged to provide technical equipment to those full-time doctoral students whose presence at the workplace is less than 20 hours per week or whose share in the FI teaching is less than 4 hours per week.
7. Equipment provided from departmental funds beyond this base is provided mainly to upper year students depending on the results and recommendations of the supervisor

and the financial capacity of the department. The supervisor is expected to contribute his/her grant and other, and extra-budgetary, financial resources.

8. The extent of the full-time work at the FI, which has been agreed with the supervisor, will be taken into account when approving the requirements for the provision of the workplace and its equipment with technology and other accessories.
9. All requests for extensions or additional equipment shall be submitted by the student together with a statement from the supervisor to the relevant Head of Department.

Article 4

Final provisions

1. This instruction cancels the validity of the instruction of the Dean of FI No. 01/2006 of 7 March 2006.
2. I delegate the responsibility for providing information on individual provisions and monitoring compliance to the Vice-Dean for Research, Development and Doctoral Studies.
3. The instruction shall take effect on the date of publication.

Brno, 31 August 2012

Michal Kozubek
Dean of FI MU