

CPS ADVISORY COUNCIL MEETING MINUTES 8/2025

Meeting date: November 6, 2025 11:30 a.m., room no. 136/U17

Individuals present: 40

1) New internal standards issued

- **Director's Decision UNI – RR/01/2025:** Extension of the validity of personal bonuses for academic and research staff.
- **Director's Decision UNI – RR/02/2025:** Coefficient values for determining personal evaluations of academic and research staff for the 2025 evaluation period.

2) TBU Wage Regulations

Negotiations regarding the update of the Wage Regulations are ongoing. The validity of the amendments is expected from 1 April 2026. The amount of tariff rates is being discussed – the aim is to increase salaries.

3) Fire drill

Following employee feedback, concerns were raised about insufficient safety measures for persons and property during experiments involving the risk of explosion or combustion. Please ensure that every experiment is assessed for fire safety as part of the technological procedure. If the sudden interruption of an experiment poses an explosion or fire risk, the procedure must include a detailed description of all measures ensuring the immediate and safe termination of the experiment.

4) Pyrolysis unit accident

On 4 November 2025, during an officially approved test of the pyrolysis unit in room 019/U17, the inlet pipe ruptured, and the sealing was damaged. The unit is currently out of service, and the collection of liquid waste from the unit has been ordered. The machine will not be restarted without expert assessments. Following this incident, the modification of the air-handling systems in U17 has begun to be addressed more actively. Prof. Sedlařík thanked everyone for their cooperation and assistance in managing the aftermath.

5) Business trips

Effective from 1 November 2025, business trips by personal vehicle with only one person in the car will be reimbursed only up to the equivalent of a bus or train fare, unless individually justified (e.g., for sample transport). According to SK 14/2018, Article 7, Section 1(b): reimbursement shall correspond to the price of a public transport ticket (bus, train), provided this method of reimbursement is agreed upon between the employer and the employee before the start of the business trip in the travel authorization form. The employee must attach the ticket price as per the timetable to the travel expense report.

6) Teaching

If you teach on a Saturday, please report this immediately to your attendance officer. Newly, teaching 3 or more additional hours entitles you to a meal voucher.

7) Cash purchases

As the end of the year approaches, it is necessary to continuously settle receipts and subsequently collect cash reimbursements for purchases from the cash desk.

8) Seven IGA project proposals have been submitted for 2026.

9) The SVK 2025 has been announced. The registration deadline is 26 November 2025.

Further information can be found in the email. Participation is highly recommended.

10) Events

- November 13, 2025 – POCEK Professional Workshop
- December 4, 2025 – SVK IGA 2025
- December 5, 2025 – St. Nicholas Event
- December 18, 2025 – Christmas Party
- April 22–23, 2025 – Plastko Conference

11) HRS4R questionnaire

On 6 November 2025, an email with the HRS4R questionnaire will be distributed. Please cooperate and complete it. The questionnaire results serve as one of the inputs for creating the Action Plan for the next period. For any questions related to your job position, please contact Ing. Dostálová.

Please send any questions and suggestions to sedlackova@utb.cz, or use the mailbox at office A410/U17.

Current calls can be found on the website: [Current Calls | TBU](#)

Current offer of trainings can be found on the website: <https://www.utb.cz/orlz/kurzy/nabidka/>

The next CPS Advisory Council meeting date:

December 4, 2025

Date:

November 6, 2025

Prepared by:

Ing. Klára Sedláčková

Verified by:

prof. Ing. Vladimír Sedlařík, Ph.D., m.p.