

CHARLES UNIVERSITY

CERGE SCIENTIFIC COUNCIL BYLAWS

The Director of the Center for Economic Research and Doctoral Studies of Charles University (hereinafter referred to as "CERGE") issues the following internal regulation following a discussion in the CERGE Scientific Council (hereinafter referred to as the "Scientific Council") based on Article 4 of the CERGE Bylaws:

Article 1 Opening Clauses

The Scientific Council is a body of CERGE, established based on § 34 paragraph 5 of the Law on Higher Education Institutions and Article 5 of the CERGE Bylaws.

Article 2 Responsibilities of the Scientific Council

The Scientific Council specifically:

- a) reviews the concept of the scientific, research and educational activities of CERGE, as put forward by the Director;
- b) regularly evaluates the results of CERGE's educational and research activities;
- c) expresses its opinion on proposal(s) for the distribution of financial resources, particularly for research activities;
- d) approves of the means by which CERGE participates in implementing the study programs;
- e) expresses its opinion on rules concerning international collaboration;
- f) expresses its opinion on other matters presented by the Director of CERGE or as set out by the internal regulations of Charles University or CERGE.

Article 3 Composition of the Scientific Council

1. The Director of CERGE is the Chair of the Scientific Council.
2. The members of the Scientific Council are named and removed by the Director of CERGE with the prior consent of the Academic Senate of Charles University (hereinafter referred to as the "Senate").
3. The Director of CERGE usually submits the proposal for nomination and withdrawal of current members of the Scientific Council within three months of his/her nomination.
4. The members of the Scientific Council are important representatives of economic science and practice. At least one third are not members of the academic community of Charles University.
5. Membership in the Scientific Council terminates in the following ways:
 - a. where the member gives up membership on the Scientific Council, on the day the written proclamation is delivered to the Director of CERGE;

- b. on the day the withdrawal of the member from the Scientific Council is agreed upon by the Senate based on the proposal of the Director.
6. A distinguished researcher who made a significant contribution to the University can be appointed by the Director of CERGE as an honorable member without the right to vote. Before appointing an honorable member the Senate will be asked for a recommendation from the Director of CERGE.

Article 4

Ensuring of the Activity

The Scientific Council is provided for by the Secretariat of the Director of CERGE. The Secretary of the Scientific Council, appointed by the Director, is responsible for the administrative support of the Scientific Council's agenda.

Article 5

Meeting of the Scientific Council

1. A meeting of the Scientific Council is called by the Chair of CERGE or the entrusted representative at least twice during the academic year.
2. The date of the meeting must be made public in the usual way and with sufficient notice.
3. The Director of CERGE is obliged to call an exceptional meeting of the Scientific Council within 15 working days if a meeting is requested by at least one third of its members.
4. For every meeting the members will receive an invitation with the agenda and, usually, accompanying materials at least 4 working days before the meeting. Invitations and materials can be distributed electronically. In exceptional and justified cases, such as time pressure or urgency of the matter to be discussed, the materials can be distributed to the members of the Scientific Council at the opening of the meeting.
5. The agenda of the meeting of the Scientific Council is set out by the Chair of the Scientific Council with consideration to comments of other members of the Scientific Council.

Article 6

Course of the Meeting

1. The Chair of CERGE or the entrusted representative are in charge of the meeting of the Scientific Council.
2. The first part of the meeting is the approval of the agenda and approval of the minutes from the previous meeting of the Scientific Council.
3. Any member of the Scientific Council, Deputy Director, and honorable member of the Scientific Council can present their viewpoints. By agreement of the Scientific Council other persons, guests, or experts can also participate in the

meeting. If a written viewpoint of a member of the Scientific Council absent from the meeting is available, it must be read.

4. The meeting of the Scientific Council is open to the public. Upon the Chair's proposal the Scientific Council can decide that the entire meeting will be closed or partially closed to the public in cases where an individual right or important interest of CERGE or the University would be put in danger by the presence of the public at the meeting.

Article 7 Minutes

A brief record of the meeting of the Scientific Council, including the content of the resolution, is made public in the usual way. The Scientific Council approves the minutes at the next meeting. Draft of minutes are distributed electronically to the members of the Scientific Council, Deputy Director for Research, and Deputy Director for Graduate Studies.

Article 8 Hybrid meeting

1. The meetings of the Scientific Council may, in justified cases, be held in a hybrid manner.
2. The fact that a meeting is held in a hybrid manner shall be communicated electronically to the members of the Scientific Council no later than 1 day before the meeting.
3. Given that the meeting of the Scientific Council is held in a hybrid manner, some of the Scientific Council members are present personally in the room where the meeting is being held, while some of the Scientific Council members are present remotely using a means of distance communication (video conference). Video conference is ensured by CERGE.
4. In the case of a public vote, members present personally shall vote in the same manner as in a regular meeting of the Scientific Council, and members present by distance shall vote using the "Raise your hand" button or similar functionality.
5. A secret vote can only take place in the case that all members of the Scientific Board are present by distance and if the tool used is secure enough to guarantee the fairness of the vote, particularly regarding the identification of voters, vote validity and anonymity.
6. The publicity of the meeting is ensured by allowing the public to participate in the meeting of the Scientific Council in the room where the meeting takes place.

Article 9 Resolution

1. The Scientific Council is eligible to adopt a resolution if a majority of its members are present at the meeting.

2. The decision of the Scientific Council is based on the resolution. A public or secret vote takes place before the declaration of the resolution. The vote is usually open to the public. The vote is secret if any member of the Scientific Council requests it or if the Scientific Council agrees upon it.
3. The resolution is adopted if the majority of members of the Scientific Council present at the meeting vote for it.

Article 10 **Per rollam Discussion**

1. When there are urgent agenda items to be decided upon, but it is impossible or impractical to call a meeting of the Scientific Council, agenda items can, by the decision of the Chair of the Scientific Council, be sent for discussion in written form or electronically (hereafter “per rollam”).
2. Members of the Scientific Council must be acquainted with the matter that is dealt with per rollam, including the draft resolution. The time limit for voting per rollam is usually set as three working days.
3. To a motion sent per rollam, the members of the Scientific Council will, in written form, communicate whether they agree with the proposal, disagree, or abstain from the vote; those who disagree may also state the reasons for their vote.
4. The motion per rollam is considered as agreed upon if an overall majority of all members of the Scientific Council give their approval. Even in this case, the Chair of CERGE or the entrusted representative can, at that moment or upon the request of a member of the Scientific Council, suspend the motion and decide on its renegotiation at the next meeting of the Scientific Council.
5. The minutes of a resolution approved per rollam are then attached to the minutes of the next meeting of the Scientific Council and are verified during that meeting.

Article 11 **Repealing provisions**

The Bylaws of the CERGE Scientific Council of 1 December 2014 are repealed.

Article 12

Closing Clauses

1. These Rules shall enter into force on the day of their approval by the Academic Senate of Charles University¹.
2. These Rules shall enter into force on the first day of the calendar month following the date on which they enter into force.

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Director

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

Prof. Ing. František Zahálka, Ph.D.
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¹ § 9 paragraph 1 letter c) of Act No. 111/1998 Coll., On Higher Education Institutions and on Amendments to Other Acts (Act on Higher Education Institutions), as amended. The Academic Senate of Charles University approved this regulation on 22 January 2021.