



Department of Biology
Faculty of Medicine • Masaryk University

Organisational rules of Department of Biology, Faculty of Medicine, Masaryk University

May 2017

- 1 The Department of Biology is organized into i/ independent research laboratories, ii/ an educational team and iii/ a management and administration team.
- 2 The labs form the basic structure of the Department. They are autonomous and their research focus corresponds to the educational role of the Department. They also participate in PhD student training.
- 3 All members of the academic staff at the Department are obliged to contribute to the education in pre-gradual programs provided by the Department.
- 4 The Department is directed by a Head of Department exercising a managing authority over the heads of the individual laboratories.
- 5 The Head of Department may or may not be a head or member of a laboratory.
- 6 The Head of Department also directly controls the education team and the management and administration team. In duly substantiated cases, the powers of the Head over some individuals may be delegated to the head of the laboratory.
- 7 The meeting of principal investigators and other key members of the Department (Head, heads of laboratories, education team representative, selected key academics, representative of management and administration team) is a collective body proposing system solutions. Recommendations of the collective body are binding for the Head of Department.
- 8 Depending on the scientific and educational activities and quality, the laboratories fall into 4 categories with the funding graded as follows – i/ a prominent laboratory, ii/ a senior laboratory, iii/ a junior laboratory and iv/ a low-cost laboratory (usually a temporally lab or a lab in a long-term regression).

- 9 Classification or reclassification of the laboratories into the categories according to their quality and performance, or a proposal to cancel or start a lab, shall be negotiated or modified annually at the meeting of principal investigators of the Department and confirmed by the Head of Department. Similar organizational modifications shall be based on an annual quality assessment of educational and scientific performance of the individual labs.
- 10 The establishment of a new lab is proposed by the Head of Department or some of the principal investigators and must be discussed and approved by all principal investigators by voting at their meeting. A new laboratory may be established on the condition of a realist funding plan, compatibility with educational function of the Department and an internationally competitive scientific focus presented by a potential head of the new laboratory¹.
- 11 A laboratory is closed when the head of the laboratory leaves. The activity may be renewed only if the position of the laboratory head is filled in an open international selection procedure.
- 12 The heads of laboratories hold a full scientific, personnel and financial responsibility for their laboratories and teams. The heads are obliged to mind the observation of binding regulations set by the university and the faculty.
- 13 The heads of laboratories are obliged to consult the Head of Department about serious personnel changes in their laboratories, essential changes in their research and related education focus.

Created by: prof. Ing. Petr Dvořák, CSc.

Approved by: General meeting of principal investigators of the Department of Biology

Date: 31 May, 2017

Signature of the Department Head:



¹ The formation of a new independent laboratory, and thus a career promotion of young PhD graduates within the Department, is described in a separate document „Establishing a new laboratory and career promotion of junior academics within the Department of Biology“.