



**FACULTY
OF ELECTRICAL
ENGINEERING
CTU IN PRAGUE**

Dean's Directive for Conducting Professional Debates in Doctoral Study at CTU FEE

Article 1

Introductory Provisions

1. This directive establishes, in accordance with the Government Regulation No. 274/2016 Coll., on standards for accreditation in Higher Education, Study and the Examination Code of CTU (SEC) and the Doctoral Study Code for FEE (DSC) details concerning professional debate, namely: regulates the formal requirements for the submission of a professional study, the composition of the commission, the course of the debate and the possibility of repeating it.
2. A doctoral student who has passed the examination of all compulsory subjects and has attained at least 27 credits may apply for a debate on a professional study.
3. The professional study is a written preparation of the dissertation thesis. It contains a brief summary of the state-of-the-art of the studied problem (summary search) supplemented by the existing results of the doctoral students' own work in the field of the dissertation thesis. These results may also be presented by a set of publications by the doctoral student.
4. The written study is the subject of a dissertation thesis debate at the supervising department, on the basis of which the final title and the content of the dissertation thesis is determined.

Article 2

The Examination Board

1. The chairman of the Branch Board (BB) shall appoint the members of the examination board for each professional debate.
2. Explicit members of the examination board are: the supervisor, the head of the supervising department and the chairman of the BB, or another member of the relevant BB appointed by the chairman (Art. 31, par. 7 SEC).
3. The board consists of at least three members, not including an expert appointed by the Department of Languages. The supervisor and the opponent(s) are members of the board with the right to vote, but they cannot chair the board.
4. If the professional debate culminates in language preparation, a member of the

board is to be an expert proposed by the Department of Languages of CTU FEE in accordance with Art. 3 par. 4 of this Regulation.

5. The head of the supervising department shall propose at least one opponent of the study. The opponent must be an expert in the relevant scientific field who holds at least a Ph.D. or CSc. degree. Opponents of the study cannot be an employee of CTU FEE.
6. The board is a quorum capable if an overwhelming majority of its members, meaning with at least three members, is present.
7. The board shall act by majority of votes on adopting or not adopting the study. If the study is not accepted, the board also decides on the reasons for non-acceptance.
8. The board shall act by majority of the votes cast on the results of the English language exam if the examination is conducted in the form of professional study and its defense in English, in the presence of an expert appointed by the Department of Languages. An English-language exam in the event of an absence of an expert appointed by the Department of Languages, if invited in accordance with Art. 3 par. 4 of this Regulation and not attended, it must be taken at the Department of Languages.
9. In the case of equality of votes, the vote of the board chairman shall decide.
10. The board chairman shall record the results (including the eventual result of English language exam) in the report.
11. As a rule, the chairman of the BB chairs the examination board. The chairman appoints one of the other members of the BB to act as chair if:
 - a) he/she cannot participate in the debate,
 - b) he/she is the supervisor of the doctoral student taking part in the debate,
 - c) for other serious reasons.

Article 3

Deadlines

1. The doctoral student asks for a professional debate not later than 8 weeks before the end of his study block. The application is submitted to the chairman of the BB on the prescribed form. Along with the application are handed over:
 - a) a copy of the three most significant publications for which credits were obtained; in the case of book publications only copies of the title pages are included,
 - b) a list of completed compulsory courses from KOS (print set) with the student's signature.
2. A professional study must be submitted to the chairman of the BB in two copies at least three weeks before the debate takes place; the BB chairman may allow for a delay in the submission.
3. The chairman of the BB shall determine the place and time of the professional debate at least three weeks prior to the meeting and shall invite the doctoral

student.

4. If an English language examination is to be held in the form of a professional discussion, the BB will ask the Department of Languages to propose a member of the board at least three weeks before the debate takes place. The Department of Languages will propose such a member to the commission within one week of receiving the request.
5. The BB chairman shall appoint the members of the board and invite them to a professional debate at least two weeks prior to the meeting.
6. The doctoral student must be granted the opportunity to get acquainted with the reviews of the opponent and the supervisor at least two working days prior to the debate.
7. A written protocol, signed by the chairman of the examination board and all of the members present, shall be drawn up from the debate on the professional study. The board chairman shall ensure that this report is delivered to the Office for Science and Research no later than the seventh day after the debate.

Article 4 **Course of the Debate**

1. During the professional debate, the doctoral student will first familiarize the board with the essential parts of his/her study and his/her proposal for the title and the content of the dissertation thesis.
2. The reviews of the opponents and the supervisor are read, the doctoral student will express his/her opinion in response to them.
3. This is followed by a professional discussion between the board members and the doctoral student on the professional study, the proposal of the title and the content of the dissertation.
4. The debate ends with a resolution by the board on the approval (disapproval) of the results of the professional study. If the English language exam is a part of the debate, the board also decides on the result of this exam. Classification of the English language exam conducted in the form of a professional discussion is not dependent on agreement or disagreement with the conclusions of the study.
5. In the case that the board decides to disagree with the conclusions of the study and proposes a revision, it shall also set a date for a repeat of the debate in accordance with Art. 5 par. 3.
6. In the case of disagreement with the conclusions of the study with the recommendation for termination of the study, the study is terminated according to § 56, par. 1, letter b) of the Higher Education Act (failure to meet the requirements of the study program according to the SEC).

Article 5
Repeating the Debate

1. In the case of a re-debate, the BB chairman shall appoint the members of the board.
2. The debate may only be repeated once.
3. The repeated debate must take place within three months of the date of the failed defense. The study is not extended, only the deadline for ending the study block is shifted, for a period proposed by the board (Art. 4 par. 5 of this Directive).
4. The date of the repeated debate shall be determined by the chairman of the examination board (Art. 4 par. 5). The doctoral student shall submit a revised study to the BB chairman within the deadline set in Art. 3 par. 2.
5. In case that a repeated debate of a professional study is failed, the study is terminated in accordance with § 56 par. 1 Letter b) of the Higher Education Act (failure to meet the requirements of the study program according to the SEC).

Article 6
Temporary Provisions

1. The Branch Board for Study in a Doctoral Study Program (BBP) together with the Branch Board for Study Branches (BBB) serve as the Branch Board (BB) in the Doctoral Study Program P2612 Electrotechnics and Informatics divided into branches accredited before the effective date of the Higher Education Act No. 137/2016 Col. Amendment. Their activity and mutual competence are laid down by the SEC.
2. This directive comes into effect on January 31, 2018.

prof. Ing. Pavel Ripka, CSc.
Dean