

Organizational Structure of the Faculty of Science, University of Hradec Králové

Article 1 Structure of the Faculty of Science

- 1) The Faculty of Science UHK (hereinafter FoS UHK) is divided, in accordance with Article 18, paragraph (1) of the Constitution of FoS UHK, into departments, institutes, centres, and the Dean's Office.
- 2) The departments and institutes of FoS UHK are:
 - a) Department of Biology (KBi),
 - b) Department of Physics (KFy),
 - c) Department of Chemistry (KCh),
 - d) Department of Mathematics (KMa),
 - e) Institute of Health Studies (ÚZS).
- 3) The internal division of departments into sections is detailed in Annex 2 of this organizational structure.
- 4) The Dean's Office of FoS UHK is divided into the following departments and offices:
 - a) Secretariat,
 - b) Research and Project Support Department
 - c) Department of Publicity and Communication,
 - d) Study Department,
 - e) International Relations Office.
- 5) The following centres are established at FoS UHK:
 - a) Subjects Didactics Centre (SDC),
 - b) Centre of Advanced Technology.

Article 2 Vice-Deans

- 1) The Dean of FoS UHK is represented by four Vice-Deans, who are authorized to act on behalf of FoS UHK in their designated areas of responsibility, as delegated by the Dean. Their areas of responsibility are divided as follows:
 - Vice-Dean for Creative Activities,
 - Vice-Dean for Education and Internal Affairs,
 - Vice-Dean for Strategy, Development and Legislation,
 - Vice-Dean for International Affairs.
- 2) The Vice-Deans report directly to the Dean.
- 3) The Vice-Dean for Creative Activities directly is responsible for the implementation

of the provisions of strategic documents in the field of creative activity and coordinates creative activities at the faculty. The Vice-Dean plans the work of the Scientific Board of the FoS UHK according to the current needs and organizes the processing of the agenda of the Scientific Board of the FoS UHK. He/she is responsible for the methodology and preparation of projects in creative activities, evaluates the success of scientific and research projects and coordinates the internal competition for specific research projects and other internal competitions. He/she ensures domestic cooperation with scientific institutions in the Czech Republic and coordinates the cooperation of the FoS with the application sphere.

- 4) The Vice-Dean for Education and Internal Affairs supervises the head of the Study Department. He/she is responsible for fulfilling the provisions of internal regulations and the FoS UHK strategic plan concerning educational activities. He/she carries out coordination and methodological activities in the areas of study organization and study and examination regulations. He/she creates conditions for improving pedagogical activities and supports their modernization. He/she coordinates the preparation of new accreditations, excluding double/joint/multiple degree programmes. He/she assists students in resolving academic, social, and other issues.
- 5) The Vice-Dean for Strategy, Development, and Legislation is responsible for drafting and amending FoS UHK internal regulations and governance documents in cooperation with other Vice-Deans. In collaboration with the Faculty Executive Secretary, department heads, director of the institute, heads of the centres, and other Vice-Deans, he/she prepares the FoS UHK strategic plan for educational and creative activities and its annual implementation plan. He/she evaluates the fulfilment of the implementation plan annually, prepares the FoS UHK annual activity report in cooperation with the Department of Publicity and Communications, and other academic officials, department heads and director of the institute. He/she coordinates activities related to changes in the FoS UHK organizational structure and decides on the allocation of space between departments and the institute. He/she contributes to drafting and evaluating UHK strategic documents and the UHK annual activity report. He/she is responsible for the methodology and preparation of development projects and coordinates the implementation of acquired development projects.
- 6) The Vice-Dean for International Relations supervises the staff of the International Relations Office. He/she is responsible for fulfilling strategic documents in the area of international relations of FoS UHK and addressing conceptual issues in these areas. He/she ensures international cooperation with educational and scientific institutions in creative activities, coordinates activities related to the mobility of FoS UHK students and staff abroad, and oversees the agenda of promotion and recruitment for foreign-language study programmes. He/she coordinates the preparation of double/joint/multiple degree study programmes.

Article 3
Validity and Effect of the Organizational Structure

The organizational structure, including both annexes, enters into force and effect on the date of signing.

Dean's Decision No. 12/2025 is hereby repealed.

Hradec Králové, 1 October 2026

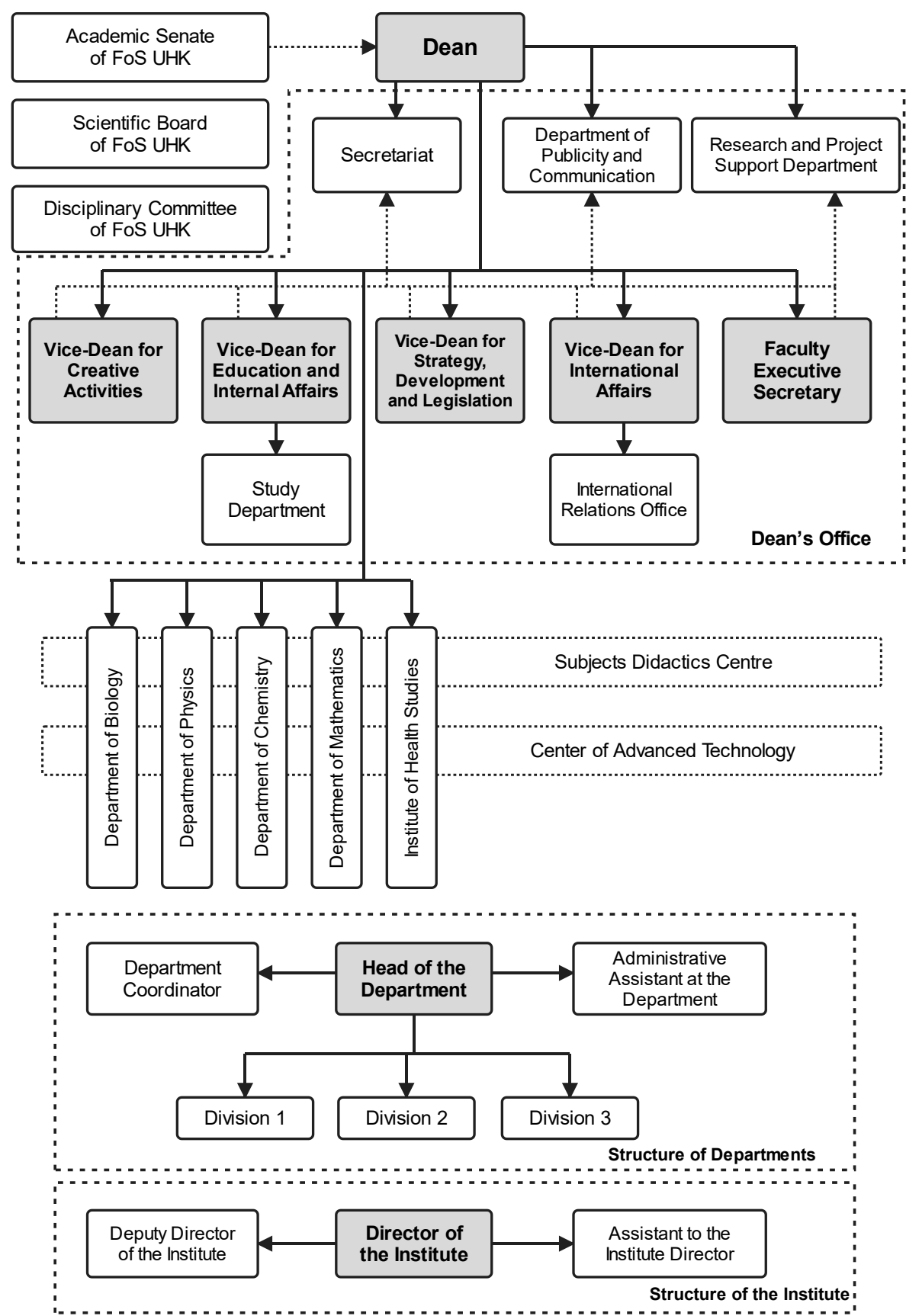
RNDr. Alena Myslivcová Fučíková, Ph.D.
Dean

Annexes:

1. Organizational Structure Diagram of FoS UHK
2. Internal structure of departments and the institute at the FoS UHK

Annex 1

Organizational Structure Diagram of Faculty of Science UHK



Annex 2

Internal structure of departments and the institute at the FoS UHK

1. Department of Biology
 - Division of Experimental Biology
 - Division of Botany and Environmental Protection
 - Division of Zoology
2. Department of Chemistry
 - Division of Organic and Bioorganic Chemistry
 - Division of Analytical Chemistry
 - Division of Biochemistry
3. Department of Physics
 - Division of Theoretical and Mathematical Physics
 - Division of Experimental Physics
4. Department of Mathematics
 - Division of Theoretical Mathematics
 - Division of Applied Mathematics
5. Institute of Health Studies
 - The institute is not divided into divisions