

The Decree №134/N Issued by the Minister of Education and Science of Georgia

September 11, 2013

Tbilisi

On the Approval of the Statute of LEPL-Ilia State University

In conformity with Article 61 of the General Administrative Code of Georgia; Subparagraph H of Paragraph 1 of Article 7 of the Law of Georgia on Higher Education; and the Resolution №189 of the Government of Georgia as of July 29, 2013, on “Transformation (Reorganization) of Non-entrepreneurial (Non-commercial) Legal Entity – Ilia State University (identification code 204861970); and the Subparagraph 1 of Paragraph 2 of Article 3 of the Regulations approved by the Decree N37 of the Government of Georgia, dated May 21, 2004, on Approval of the Statute of the Ministry of Education and Science of Georgia, **I hereby order to:**

Article 1.

approve the Statute of Legal Entity of Public Law – Ilia State University under the appendix attached hereto;

Article 2.

declare Order № 235/N of November 6, 2012, issued by the Minister of Education and Science on Approval of the Statute of Non-entrepreneurial (Non-commercial) Legal Entity – Ilia State University as invalid.

Article 3.

The order shall come into force upon its publication.

The Minister of Education and Science

T.Sanikidze

The Statute of the Legal Entity of Public Law - Ilia State University

Chapter I General Provisions

Article 1: The Principles of the University Activities

1. LELP-Ilia State University (hereinafter: The University) is an autonomous institution, with the main goal to carry out higher education operations and scientific research. It implements higher education programs at a bachelor's, master's and doctoral level, vocational educational programs, continuing professional development and residency programs.
2. The activities of the University are based on the Constitution of Georgia, international laws, the Law on Higher Education, other Georgian legal rules and regulations and this Statute.
3. The full name of the University is the Legal Entity of Public Law- Ilia State University. It is contracted as Ilia University, English Name – Ilia State University, a contracted form is Ilia State.
4. The University has settlement and currency accounts, a coat of arms, a round seal, a stamp and other attributes established for legal entities.
5. The University obtains rights and obligations in its name, enters into contracts and can appear in court of any level, including constitutional, as a plaintiff and defendant.
6. Considering its purposes, the University operates on the entire territory of Georgia and beyond it.
7. The legal address of the University Administration is: 3/5, Cholokashvili Ave, Tbilisi, 0162, Georgia.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 2. The University Goals and Main Activities

1. The goals of the University are as follows:

- a) to facilitate the formation of Georgian and global cultural values; focus on democratic and humanistic concepts as necessary for the survival and development of civil society;
- b) to meet the requirements for acquiring higher education, qualification and re-training, appropriate for the interests and capabilities of a person, based on Based on the principles of liberal education;
- c) to realize personal potential, develop creative skills, prepare competent individuals suitable for modern requirements, ensure the competence of higher education individuals on internal and external labour markets, offer appropriate, high-quality education to students and the society and those interested;
- d) to train and re-train new scientific personnel and create, provide and improve conditions for scientific research works to ensure the development of the state and particularly the viability of the higher education system;
- e)to encourage the mobility of students and the academic personnel of higher education institutions.

2. To achieve its objectives the University shall:

- a) train a person for professional practice that requires the use of scientific knowledge and methods; conduct innovative and fundamental research;
- b) contribute to the improvement of students' social conditions;
- c) provide appropriate learning conditions for students with disabilities;
- d) promote the development of sports to the extent of its ability;
- e) cooperate with other higher education and scientific research institutions;
- f) facilitate international cooperation and exchange of students and professors between educational institutions;
- g) ensure the development of science in a free, democratic and fair social environment by providing favourable conditions for learning, teaching and professional development;
- h) assist in spreading contemporary knowledge and technologies;
- i) ensure the accessibility of higher education and open and independent learning, teaching and scientific research, the opportunity to receive lifelong learning in higher education, the academic staff and student involvement in decision-making and execution processes, as well as publicity and transparency of the University management and competitions, prohibition of any kind of discrimination based on (including but not limited to) academic, religious, ethnic, gender, social origins and other grounds;
- j) provide bachelor's, master's, medical doctor/dentist degree programs, teacher training integrated bachelor's, master's, doctoral, teacher training educational, professional educational programs, continuous professional development and residency programs of

higher academic education, as well as certificate, professional training and/or retraining educational programs/courses.

- k) conduct innovative and fundamental research;
- l) carry out publication activities, publish original or translated manuals and research;
- l¹) carry out professional and consulting activities, create design, architectural and computer software products and ensure their implementation and development;
- m) carry out ancillary economic activities;
- n) allocate a portion of its budget for the advancement of scientific research;
- o) set up the University scientific unions within and beyond the borders of Georgia;
- p) form legal (commercial and non-commercial) entities in conformity with the rules established by the Georgian legislation;
- q) exercise any other rights provided by the Georgian Legislation.

Order No. 15 9 / N of December 15, 2014, issued by the Minister of Education and Science of Georgia-website, 15.12.2014.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 3. The University Symbol

1. The University has its symbols: a hymn, a flag and a coat of arms. The flag bears the coat of arms, featuring a four-field shield.

2. The coat of arms consists of the following fields:

a) the first field, depicts six open books with the words *academica, libertas consienciae, libertas arbirtii* ("academic freedom, freedom of conscience, freedom of choice") to represent the six faculties/schools existing at the time the university was founded.

b) the second field has the shape of a large upright cross, with four Bolnisi-Katskha Crosses in the bordered quarters.

c) the third field depicts two half-silver, half-purple keys crossed like Andrew's Cross symbolizing that the University possesses the art of teaching; The third field, which has two keys crossed in the shape of an Andrew's cross, represents the University's knowledge of teaching methods.

d) the fourth azure (blue) field, bearing three purple and mink (Daedalus, ermine) fur welted academic caps, symbolizes the past of the two higher education institutions – Sulkhan-Saba Orbeliani Institute and Ilia Chavchavadze Institute, their merger and the future of a new university.

3. The motto ribbon beneath the shield of the coat of arms, shows the Latin inscription "LIGAMUS" meaning "We Unite". The inscription highlights the call of the university to integrate teaching and research, gather existing knowledge, produce new knowledge and communicate it to students and society.

4. (Removed - 15.12.2014; No. 159/N).

5. (Removed - 15.12.2014; No. 159/N).

Order No. 20 7 / N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Order No. 15 9 / N of December 15, 2014, issued by the Minister of Education and Science of Georgia - website, 15.12.2014.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 4. The University Status and the State Control

The *University* is an *institution* of *higher education* and *research*, functioning as a legal entity of public law under the state control of the Ministry of Education and Science of Georgia.

Chapter II

Structure and Management

Article 5. The University Structure

1. The structure of the University comprises main educational units – faculties and schools (hereinafter – faculty/school), independent scientific and research units of the faculty/school (hereinafter – independent scientific and research unit) (research institute, centre, laboratory and others), research units – Institutes/centres/laboratories, departments, divisions, centres, services, publishing house, as well as library and auxiliary structural units: offices of the rector and head of administration, secretariats of management bodies.

2. The structural units of the university are determined by the Academic Council and approved by the Board of Representatives (Senate) (hereinafter – the Board of Representatives) upon the submission of the Academic Council.

3. Decisions on the creation, transformation and abolition of faculties/schools, research units and other structural units are made by the Academic Council and approved by the Board of Representatives.

4. Regulations of university faculties/schools, scientific research units and other structural units are examined by the Academic Council and approved by the Board of Representatives.

5. If the Board of Representatives rejects the decision of the Academic Council to set up, transform or/and close down the University faculties, institutions, laboratories, and research centres three times in a row, the powers shall be terminated before the expiration of the term of office by the allotment procedure carried out by the 2/3 of the board members.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 6. The Faculty/School

1. The University faculty/school aims to provide bachelor's, master's, medical doctor/dentist degree programs, teacher training integrated bachelor's-master's, doctoral, teacher training educational, vocational educational programs, continuous professional development and residency programs of higher academic education, as well as certificate, professional training and/or retraining educational programs/courses.

2. The faculty/school may have independent scientific research units, as well as research units and supporting/ancillary structural units.

3. The Faculty/School management bodies shall include the Faculty/School Dean, the Faculty/School Quality Assurance Office and the Faculty/School Board.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 7: The Independent Scientific Research Unit

1. The Independent Scientific Research Unit carries out scientific research activities and conducts fundamental, applied scientific research. The Independent Scientific Research Unit is established according to the criteria established by Article 29¹ of this statute.

2. The research programs of the independent scientific research unit are reviewed by the scientific council of the independent scientific research unit and approved by the Academic Council.

3. The Independent Scientific Research Unit has the right to:

- a) carry out fundamental and applied scientific research activities;
- b) carry out consulting and expert activities in conformity with the legislation of Georgia;
- c) organize scientific conferences and other scientific events;
- d) cooperate with Georgian and foreign scientific research institutions;

- e) participate in international scientific events;
- f) participate in the preparation and implementation of higher education programs, as well as in the performance of bachelor's and master's theses and dissertations by students in the manner established by the Academic Council or faculty/school;
- g) involve students in scientific grant projects, local and international scientific conferences and scientific research events;
- h) carry out other activities stipulated by the legislation of Georgia and regulations of an independent scientific research unit.

4. The scientific staff of an independent scientific research unit may consist of scientists.

5. The governing bodies of the independent scientific research unit are the Scientific Council and the Director.

Order No. 207/N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 7¹. The Research Unit (Institute, Center, Laboratory)

- 1. The research unit conducts fundamental and applied scientific research.
- 2. The research unit's scientific research programs (SRPs) are only approved by the Academic Council if the unit requests funding from the university to conduct scientific research.
- 3. The research unit consists of researchers and academic staff from the university.
- 4. The governing body of the research unit is the director/directors of the research unit appointed by the Academic Council.
- 5. A research unit's scientific research programs are established by the director/directors of the research unit together with the employees of the research unit.
- 6. If the scientific research program of the research unit consists of several scientific research projects of equal importance, multiple directors of a research unit can be elected.
- 7. The director of the research unit is usually a university professor or associate professor.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia- website, 25.12.2017.

Article 8. The University Library

1. The university library is a structural unit of the University.
2. The goals of the university library are as follows:
 - a) study and analysis of the information requirements of university students and staff, planning and implementation of appropriate measures to meet these needs;
 - b) formulation and implementation of the programs and projects regarding renewal and development of general and special informational sources and services of the University.
 - c) creation and implementation of numerous educational and research programs aimed at fostering informational literacy at the university.

Article 9. The University Management

1. The governing bodies of the university are as follows:
 - a. the Academic Council;
 - b. the Board of Representatives;
 - c. the Rector;
 - d. the Head of Administration(Chancellor)
 - e. the Quality Assurance Office
2. The Faculty/School governing bodies include:
 - a. the Faculty/School Board,
 - b. the Dean;
 - c. the Faculty/School Quality Assurance Office
- 2¹. The governing bodies of the Independent Scientific Research Units are as follows:
 - a. the Scientific Council;
 - b. the Director
3. The governing body of the institute is the director or directors of the institute.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 10. The Management Principles of the University

1. The University shall ensure the following:
 - a) public disclosure of the University decisions, reports and orders of the Rector and the Head of Administration and their availability thereof for all concerned persons;

- b) academic freedom of the academic personnel and students;
- c) involvement of the Academic Personnel and students in decision-making;
- d) equal treatment irrespective of a person's ethnic origin or affiliation, sex, social origin, political or religious opinion, etc.;
- e) fairness and transparency of elections and publicity of competitions in the higher education institution.

2. No provision can be established under the Statute of the higher education institution or the regulations of structural units to limit the principles set forth above.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 11. The Academic Council

1. The Academic Council is the highest representative body of the University. The Council members are elected through secret ballot by the representatives of all members of the academic staff, student members of the faculty council and self-governing representatives subject to the rules and independent and equal elections.

2. The Academic Council is elected for a term of 4 years.

3. Each faculty has two (2) representatives in the University Academic Council.

4. The member of the Academic Council shall be a full or associate professor. A person may be elected as a member of the Academic Council twice in a row. The members of the Academic Council must be elected as a full professor or associate professor. A person is only eligible to be elected to the Academic Council twice in a row.

5. The grounds for early termination of the term of office of a member of the Academic Council shall be as follows:

- a) termination of his/her labour relations with the University;
- b) a court-issued declaration of incapacity or limited capability;
- c) a legally binding judgment of conviction;
- d) holding other academic or administrative positions at other higher education institutions;
- e) other cases defined by the law.

6. (Removed - 22.12.2017, No. 200/N).

Order No. 207/N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Order No. 15 9/N of December 15, 2014, issued by the Minister of Education and Science of Georgia - website, 15.12.2014.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 12. The Authority of the Academic Council

1. The Academic Council shall:

- a) develop and approve the strategic development plan for the university;
- b) approve educational programs upon recommendation of faculties/schools;
- b¹) upon recommendation of the faculty/school, review and approve the rules for the participation of students in the execution of bachelor's and master's theses and dissertations by the relevant independent scientific research unit, as well as the inclusion of students in scientific grant projects, local and international scientific conferences and scientific research events;
- c) approve scientific research programs presented by independent scientific research units and/or research units;
- d) facilitate integration in the European area of higher education, draw up educational plans and curricula and programs for cooperation, mobility and integrated teaching among educational institutions, as well as development of research programs;
- e) based on free and equal elections, by secret ballot, the majority of the members of the school elect the chairman of the academic council - the rector;
- f) take part in drafting the University Statute, regulations of structural units, the budget and the annual report of the Head of the Administration and submit them to the Board of Representatives for approval;
- f¹) review the draft of the staff list and salary fund presented by the head of the administration and submit it to the Board of Representatives for approval;
- g) at the beginning of the academic year, approve the coefficients for the unified national exams, as well as the number of students to be admitted to the faculties/schools presented by the faculty/school boards;
- h) establishes the procedure for recognizing education credits received in another educational institution;
- i) in the case provided by the legislation of Georgia, according to the order established by the Minister of Education and Science of Georgia, approve the coefficients of the master's examination for the master's examinations, as well as the number of students to be admitted to the faculties/schools presented by the faculty/school boards;
- j) make decisions on the creation of university dissertation councils;
- l) nominate a candidate for the head of the quality assurance office of the university to the Board of Representatives for approval;

- m) establish the uniform rules for hiring academic staff, the amount and terms of remuneration and submit it to the Board of Representatives for approval;
- m1) review the election regulations of the university and submit to the Board of Representatives for approval;
- n) decide on awarding the title of honorary doctor;
- o) elect the head of the university library (libraries) and approve work, study and research programs of the library;
- p) approve the procedure for evaluation of scholastic and scientific research work upon the proposal of the Quality Assurance Office;
- q) from its personnel elect Secretary of the Academic Council who is responsible for the execution of the minutes of the Council meeting;
- r) upon recommendation of the Faculty Council, approve the educational program for students;
- s) upon recommendation of the Faculty Council, decide on the establishment of entrepreneurial (commercial) and non-commercial legal entities by the University and submit the decision on the establishment of a commercial legal entity to the Board of Representatives for approval;
- t) decide on the establishment, transformation and closing of Faculties and submit them to the Board of Representatives for approval;
- u) (Removed - 18.07.2023, №69/N);
- v) nominate a candidate elected through a competition for the position of the Head of Administration with the majority of its members on the list;
- w) upon recommendation of the basic educational units, set the minimal competence threshold for the examinations stipulated in the list of international examinations approved by the Ministry of Education and Science of Education and Science.
- x) submit an annual report to the Board of Representatives;
- y) submit a reasonable proposal on preterm termination of the office of Head of Administration to the Board of Representatives by the majority members/voters on the list;
- z) nominate a new candidate for the Head of Administration to the Board of Representatives within one month of the termination of the authority of the Head of Administration;
- z¹) exercise any other powers contemplated by this Statute and granted thereto by the Georgian Legislation.

2. The decisions made by the Academic Council are formed by the minutes of meetings issued by the Academic Council.

3. The decision to submit the proposals under Subparagraph W of Paragraph 1 of this Article to the Board of Representatives is made by the Academic Council by the two-thirds majority votes of its members.

Order No. 53/N of May 15, 2014, issued by the Minister of Education and Science of Georgia - website, 15.05.2014.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 13. The Rule for Holding the Academic Council Meeting

1. The meeting of the Academic Council is called and presided over by the Rector of the University. The meeting of the Academic Council shall be convened by the Rector or by not less than one-third of the members of the Academic Council.
2. The members of the Academic Council shall be given prior notice regarding the time and the agenda of the meeting. The agenda shall be placed on the University website.
3. The meeting of the Academic Council is authorized if at least more than half of its members are present.
4. The decision of the Academic Council is deemed passed if voted by at least more than half of the members present at the meeting unless otherwise provided by the laws of Georgia.
5. At all its meetings, the Academic Council shall execute the minutes of the meeting stating:
 - a) the name of the management body;
 - b) the time and venue of the meeting;
 - c) the identities of the Chairperson and members of the meeting;
 - d) the subject of consideration;
 - e) voting results;
 - f) decisions made.
6. The minutes of the meeting of the Academic Council shall be signed by the Chairperson and Secretary of the Academic Council.
7. At the first meeting of the newly elected Academic Council, the authority of the elected members shall be approved in the same manner as the power of the members of the Board of Representatives of the University.

Article 14. The Board of Representatives

1. The representative body of the University shall be the Board of Representatives which shall be elected from the representatives of the faculties, separately by students and academic staff, pro rata to their number in main educational units at the moment of electing the Board of Representatives.

2. The Board of Representatives shall be elected for a term of 4 years, based on general, direct and equal elections, by secret ballot.
3. The members of the Board of Representatives shall be at least twice more than the members of the Academic Council. The students shall comprise one-third of the members of the Board of Representatives. An assistant professor shall participate in the elections as a student. While calculating the number of students, the number shall be approximated for the benefit of students.
4. The head of the University library shall be a member of the Board of Representatives.
5. The ground for termination of the status of a member for a student or a professor shall be the termination of his/her academic or labour relations with the University.
6. In case of early termination of powers of a member of the Board of Representatives, the vacancy shall be filled up for the remaining period of the term of office of the Council by the member who receives the most votes. If there is no such candidate, new elections shall be held to fill up the vacant position for the same term.
7. The representatives of either the administrative and the support personnel or the members of the Academic Council may not be elected to the Board of Representatives.
8. (Removed-23.12.2013, №207/N).

Order No. 20 7 / N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Order No. 15 9 / N of December 15, 2014, issued by the Minister of Education and Science of Georgia dated December 15, 2014 No. 15 9 / N - website, 15.12.2014.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 15. The Authority of the Board of Representatives

1. To carry out the activities envisaged by this Statute, the Board of Representatives under the legislation, shall:
 - a) adopt the University Statute in collaboration with the Academic Council and present it for ratification to the Georgian Ministry of Education and Science;
 - b) adopt the University by law, the code of ethics of the University and the disciplinary procedures;
 - c) approve the rules on budget drafting and the regulations of the University structural units;
 - c1) approves the staff list and salary fund of the University upon recommendation of the Academic Council;

- d) elect the Speaker and Secretary for the Board of Representatives through a secret ballot. The Central Election Commission shall ensure that votes are cast by secret ballot.
 - e) appoint the candidate for the Head of the Administration upon recommendation of the Academic Council;
 - f) approve the University Budget upon recommendation of the Head of the Administration;
 - g) approve the University Structure upon recommendation of the Head of Administration
 - h) approve an annual report of the Head of the Administration;
 - i) upon reasonable proposal of the Academic Council or on its initiative, the Board of Representatives may terminate the powers of the Head of the Administration;
 - j) approve the support personnel hiring rules, amount and terms of compensation to such personnel on the advice of the Head of the Administration;
 - k) approve the academic personnel hiring rules, the amount and terms of compensation to such personnel on the advice of the Academic Council;
 - k¹) approve the election regulations of the University upon recommendation of the academic council;
 - l) approve the candidate for the Head of the University Quality Assurance Office upon recommendation of the Academic Council;
 - m) approve the decision of the Academic Council on the foundation of a commercial legal entity;
 - n) exercise other powers granted by law;
2. To approve the budget, the Board of Representatives shall elect the Head of the Administration and approve an annual report of the Head of Administration, in other cases it shall decide through majority votes of its members.

Order No. 53/N of May 15, 2014, issued by the Minister of Education and Science of Georgia - website 15.05.2014.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 16. The Speaker of the Board of Representatives

1. The meetings of the Board of Representatives shall be organized and chaired by the Speaker; the latter shall be elected for a term of four years by the Board of Representatives, in compliance with the rule established by the University.
2. The grounds for early termination of the term of office of the speaker shall be as follows:
 - a. his/her own will
 - b. enforcement of the court ruling on his/her conviction;
 - c. death;
 - d. the decision of the court that he/she is incapable or has limited capability;

- e. dismissal from an academic position at this University provided that holding this academic position is the precondition of holding a relevant administrative position;

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 17. The Procedure Rules for the Board of Representatives

1. The first meeting of the newly elected board of representatives shall be presided over by the oldest member of the session.
2. At the first meeting of the newly elected board of representatives, the chairperson of the University's election commission shall inform the Council about election results and give the chairperson of the meeting the documentation proving the authority of the Council members.
3. The chairperson of the meeting shall introduce the information and documentation received from the election commission to the attendees.
4. The decision about the acknowledgement of the authority of the Board of Representatives members shall include all those persons whose election was considered valid by the election commission of the University and by the majority of the attendees.
5. If the number of persons whose powers were acknowledged by the Board of Representatives is less than half of the whole membership, the meeting shall terminate its work. The next meeting of the newly elected board of representatives shall be convened by the chairperson of the University's election commission within 10 days after electing at least more than half of the Board of Representatives members.
6. The Board of Representatives shall elect the speaker from its members via open balloting by a majority of votes. A person shall be considered elected if he/she is backed by more than half of the Board of Representatives members on the list. If there is more than one candidate and none of them has garnered enough votes, the repeated balloting should be held on the same day between the two candidates with the best results. In case the winner is not still identified, the meeting of the Board of Representatives shall be convened again within 5 days and the speaker-election procedure will be held again.
7. The meeting of the Board of Representatives shall be convened upon the initiative of the speaker or by at least one-third of the Board of Representatives members.
8. Each member of the Board of Representatives shall have one vote.
9. The Board of Representatives which is represented by an absolute majority of its members shall be entitled to set up commissions and/or groups of its members working on particular issues. The commissions and working groups might be composed of invited experts, public persons, employees of the University and other interested persons.
10. The meeting shall be deemed valid if it is attended by more than half of the Board of Representatives members.
11. The meeting of the Board of Representatives is allowed to be closed.

12. Confidential issues shall be announced as closed completely or partly by the majority of attendees. The circle of attendees at the closed meeting (except the Board of Representatives members) shall be defined by the speaker of the Board of Representatives.

13. During the meeting, the invited persons shall be obliged to meet ethical standards and other requirements.

14. The issues subject to discussion shall be identified at least three days before the meeting (except the agenda of an extraordinary session).

15. The Board of Representatives meetings shall be formalized by minutes and the Secretariat of the Board of Representatives shall ensure its regularity. All the materials that are related to the agenda issues shall be attached to the minutes. The authenticity of the minutes shall be proved by the signatures of the Speaker and the Secretary of the Board of Representatives.

16. The Board of Representatives shall be entitled to make decisions on all the issues within its competence.

Article 18. The Rector

1. The Rector is the head of the University, a person holding the highest academic position at the University, and the Chairperson of the Academic Council, representing the University in academic circles in and outside the country. The Rector is authorized to sign agreements on behalf of the University. The agreements regarding the University's financial and economic activities are also co-signed by the Head of the University Administration.

2. The Rector of the University shall be elected by the majority of the Board of Representatives members on the list and shall hold office for a term of four (4) years. Any person holding a doctoral degree or its equivalent, holding an academic position and having leadership experience as the head of the University research project may take the office of Rector.

3. The same person can be elected as the Rector twice in a row.

4. The announcement on the commencement of candidates' registration shall be published by the Academic Council at least one (1) month before the registration, based on the principles of transparency, equality and fair competition.

5. Before the elections of the Rector the Academic Council shall evaluate the action plans submitted by each candidate.

6. The Rector shall issue individual administrative legal acts within the scope of his/her competence.

7. The Rector shall be entitled to set up advisory committees and commissions to decide issues within his/her competence; the activities of these committees and commissions shall be regulated by an individual legal act issued by the Rector.

7¹. The rector may have deputies, the number of which is determined by the staff list of the university. They are appointed by the rector and their authority is regulated by the individual administrative-legal act of the rector.

8. Under the academic personnel hiring rules, approved by the Board of Representatives, the Rector issues administrative-legal acts-orders on hiring and dismissal of the academic personnel, signing labour contracts therewith in compliance with the Labor Code of Georgia.

9. Under the relevant order, the Rector hires and dismisses the teachers and personnel referred to in Paragraph 6 of Article 36 and Article 42 of this Statute and forms or terminates a labour agreement therewith in compliance with the Labor Code of Georgia.

10. If a previous member of the Academic Council is elected as Rector, this shall cause the termination of his/her powers as a member of the Academic Council. The said power shall not be restored after the completion or the termination of the Rector's term of office.

11. In the case of premature termination of the rector's authority, the acting rector is elected by the collegiate body, which includes all persons holding an academic or scientific position of a higher educational institution, who have a doctor's degree or an academic degree equivalent to it.

Order No. 207/N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Order No. 53/N of May 15, 2014, issued by the Minister of Education and Science of Georgia - website, 15.05.2014.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 19. The Head of Administration

1. The head of the University administration (Chancellor) is the highest administrative officer of the University, its financial, material and human resources and represents the University's financial and economic relations.

2. The Head of Administration shall be approved by the Board of Representatives via secret ballot and upon nomination of the Academic Council as envisaged by the law. The Academic Council can nominate the same person for the position of the Head of Administration only

twice in a row. In case of a repeated refusal the Board of Representatives, the Academic Council shall nominate a new candidate.

3. Head of the Administration' is elected for a term of 4 years.

4. The same person can be elected as the Head of Administration only twice in a row.

5. The Head of Administration may have the deputies, the number which is defined by the permanent establishment and its authority is regulated by the individual administrative act issued by the Head of the Administration.

Article 20. The Rights of the Head of Administration

Subject to applicable law and regulations, the Head of Administrator is authorized to:

a) guide the University Administration;

b) engage in financial and economic transactions on behalf of the University, while considering the budget's availability;

c) determine the structure of the Administration of the University and submit it to the Board of Representatives for approval;

c¹) design and propose to the Academic Council the project of the personnel list and salary fund;

d) determine the criteria for recruiting the support personnel, as well as the amount and conditions of their salary, and submit them for approval to the Board of Representatives;

e) hire and dismiss the support personnel and sign labour contracts therewith;

f) direct university faculties/schools to draw up their budget project and submit it to the Board of Representatives; guide the formation and approval of the University's unified budget project by the Board of Representatives;

g) prepares an annual report of the completed work and submits it to the Board of Representatives for approval;

h) issue individual administrative acts within his/her purview;

i) be accountable for the legitimacy and efficiency of the financial and economic activities of the University;

j) in addition to the ancillary staff specified hereunder, employ adequately qualified individuals as supernumerary/nontenured support personnel of the Administration for carrying out certain objectives; supernumerary/nontenured support personnel hiring and firing rules, the terms and amount of remuneration for such personnel shall be determined by the Head of the Administration;

k) carry out any other functions prescribed by this Statute and the Georgian Legislation.

l) determine the terms and amount of compensation payable to the instructors as well as to the personnel referred to in Paragraph 6 of Article 36 and Paragraph E of Article 42.

2. The Head of Administration is accountable before the Board of Representatives and the Academic Council.

3. In addition to the initial/primary grounds for pre-term dismissal of the Head of Administration, the term of office of the Head of Administration shall be terminated for the following reasons:

a) the Board of Representatives' repeated refusal to approve an annual report and budget;

b) a reasonable/motivated decision of the Board of Representatives.

Order No. 207/N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Order No. 53/N of May 15, 2014, issued by the Minister of Education and Science of Georgia - website, 15.05.2014.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 21. The Delegation of Powers of the Rector and the Head of the Administration

1. In case of the temporary impossibility to exercise their powers, the rector and the head of administration are allowed to impose their duties on a person employed at the university by their specific administrative-legal act.

2. The rector or the head of the administration may grant a power of attorney, which specifies the precise authority that the person has to act on their behalf as well as the effective term of the power of attorney.

3. The delegated person shall not be authorized to preside over the academic council and sign official papers proving higher and professional education, such as diplomas and professional degrees as defined in the first paragraph of this article.

Order No. 200/N of the Minister of Education and Science of Georgia dated December 22, 2017 - website, 25.12.2017.

Article 22. The University Quality Assurance Office

1. Scholastic and scientific research work of the University, as well as the quality of the University personnel's professional development are subject to regular evaluation with the involvement of the University students. The results of such evaluation are made public and available for all the persons concerned.

2. To regularly evaluate the education and scientific research work of the University as well as the University personnel capacity building quality, the University sets up a Quality Assurance Office.

3. The appointment of the Head of the Quality Assurance Office shall be approved by the Board of Representatives at the suggestion of the Academic Council. The Head of the Quality Assurance Office of the University is approved for a period of 4 years; The academic council approves the requirements to be applied to the Head of the Quality Assurance Office of the University.

4. The Head of the Quality Assurance Office shall establish close contacts and collaborate with relevant units of foreign countries and their educational institutions to establish transparent criteria and methodology for quality control.

5. The Quality Assurance Office shall:

- a) provide internal and external procedures of evaluation to improve the quality of the research and education at the University;
- b) create and update the database assessing the instruction quality at the University according to determined criteria and update it from time to time;
- c) inform the Quality Assurance Office of the Faculty about normative requirements related to quality assurance, as well as any changes made to it;
- d) collect data from the Quality Assurance Offices and process it before adding it to the database;
- d¹) ensure high standards of research quality by introducing modern research methods.
- e) Perform other activities that encourage a high level of education through introducing modern methods of learning, teaching and evaluation (modules, credit system, etc.), as well as preparation of self-evaluation for the process of accreditation.

- f) regularly evaluate the quality of the University's personal and professional development.
- g) prepare the University for the program accreditation.

1. The University quality assurance is accountable before the Academic Council and the Board of Representatives.

2. The head of the University Quality Assurance Office coordinates the work performance of the Faculty Quality Assurance Office.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Chapter III

The Faculty/School

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 23. The Structure of the Faculty and Management Bodies

1. The Faculty/School is the basic educational unit of the University and offers students one or more areas of specialities and awards appropriate qualifications.

2. The Faculty/School management bodies include: the Faculty/School Board, the Faculty Dean and the Faculty/School Quality Assurance Office

3. The Faculty/School Statute is approved by the Board of Representatives.

4. The Faculty/School may have departments, institutes, centres, and other structural entities for diverse educational and scientific research goals in addition to an independent research unit.

Order No. 159/N of December 15, 2014, issued by the Minister of Education and Science of Georgia - website, 15.12.2014.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 24. The Faculty/School Council

1. The representative body of the Faculty is the Faculty Council which is composed of all the members of the full, associate professors and assistant professors of the Faculty and the representatives of student self-government.
2. If the faculty/school council is elective, the faculty/school council shall include:
 - a) academic personnel in compliance with the following rule:
 - a.a) all academic personnel representatives from a faculty/school where the number of academic personnel is 30 and less than 30;
 - a.b) 2 representatives elected from every 10 academic personnel from a faculty/school where the number of the academic personnel is between 30 and 120;
 - a.c) 1 academic representative elected from every 10 from a faculty/school where the number of academic personnel is more than 120.
 - b) one representative elected from an Independent Scientific Research Unit;
 - c) representatives of student self-government.
3. The number of student self-government representatives in the faculty/school council is determined by the faculty/school regulations, but cannot make up fewer than one-fourth of the council's membership.

Order No. 20 7 / N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Order No. 15 9 / N of December 15, 2014, issued by the Minister of Education and Science of Georgia - website, 15.12.2014.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 25. The Authority of the Faculty Council

The Faculty Council shall:

- a) set the Faculty/School Budget and submit it to the Head of the Administration;
- b) elect a Faculty Dean through free and equal elections, by secret ballot, by majority of the votes of payroll members;
- c) upon recommendation of the Dean, work out the Faculty Strategic Development Plan, education and scientific research programs and submit them to the Academic Council of the University for approval;
- d) upon recommendation of the Dean, work out the Faculty Structure and the Faculty Rules and Regulations and submit them to the Board of Representatives for approval;
- e) work out the Dissertation Board Regulation and submit it to the Academic Council for approval;
- f) elect the Head of the Faculty Quality Assurance Office;

- g) be authorized to consider the early termination of the Dean's term of office on demand of one-third of the members of the Academic Council, in case of violation of the Georgian legislation by the Dean, or improper fulfilment of his/her obligations and/or on grounds of carrying out the activities improper to the Dean. The decision on early termination of the Dean's term of office shall be taken by secret ballot, with the majority of its members on the list. The Dean shall not participate in balloting. Appealing the decision made about the above issue shall not result in the suspension of the disputed act;
- h) appoint an Acting Dean in case of early termination of the Dean's term of office;
- i) approve the director of the independent scientific research unit upon recommendation of the scientific council of the independent scientific research unit;
- j) approve the procedure for hiring the scientific personnel of the independent scientific research unit, by submission of the independent scientific research unit;
- k) approve the statute of the independent scientific research unit and the additional conditions for occupying the scientific position of the independent scientific research unit, by submission of the independent scientific research unit;
- l) approves the rule of internal evaluation of the scientific research activity of the independent scientific research unit, on the submission of the Quality Assurance Office of the faculty/school;
- m) exercise other powers granted to him/her by this statute and the legislative and subordinate normative acts of Georgia.

2. The decision of the Faculty/School Council shall be made by the majority of those present, except for the exceptions established by this statute and legislation.

Order No. 200/N of the Minister of Education and Science of Georgia dated December 22, 2017 - website, 25.12.2017.

Article 26. The Dean

1. The faculty/school council elects the dean for a term of 4 years. The dean must be a professor or associate professor. The same person may be elected to the position of the dean only twice in a row. The Faculty Council shall publish the announcement on the commencement of the registration of the candidates for the Dean's office at least 1 month before the commencement of the registration of candidates, according to the rules established by the faculty/school council and the university, in compliance with the principles of transparency, equality and fair competition.

2. The Dean shall:

- 1. make sure that the education-research process at the Faculty is conducted effectively;

2. submit the Faculty development plan and the Faculty education and scientific research programs to the Faculty Council for consideration;
3. formulate the Faculty Regulation and Structure and submit them to the Faculty Council for consideration;
4. be responsible, within the scope of his/her competence, for the fulfilment of the decisions of the Representative Board, Academic Council and Faculty Council;
5. preside over the Faculty Council meetings;
6. be responsible for the purposeful and lawful use of the faculty funds, in compliance with the “Law of Georgia on Higher Education” and this Statute.
7. exercise any other rights granted by this Statute and the Georgian Legislation.

3. The dean within the scope of his/her competence issues administrative-legal acts for settling individual matters.

4. In case of temporary impossibility of the dean to exercise his powers, he/she shall apply to the rector and nominate a person employed at the same faculty/school as a temporary executor.

Order No. 207/N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 27. The Faculty/School Quality Assurance Office

1. The Faculty/School Quality Assurance Office is set up with the University Faculty to take regular assessments of scholastic and scientific research work as well as the academic personnel capacity building quality at the Faculty. The Faculty/School Quality Assurance Office shall operate in conformity with the Faculty/School Regulation.

2. The Faculty Quality Assurance Office shall:

a) contribute to ensuring a high level of teaching quality through the use of modern learning, teaching and assessment methods (modules, credit system and others) and preparation of self-assessment for the authorization/accreditation process;

b) develop the rule of internal evaluation of the scientific research activity of the independent scientific research unit and submit it to the faculty/school council for approval. The rule of internal evaluation of the scientific research activity of an independent scientific research unit should be based on the international standards for the evaluation of an independent scientific research activity (participation of foreign evaluators in the evaluation process, use of various forms of scientific bibliometrics, etc.);

c) evaluate the activity of the independent scientific research unit based on the rule of internal evaluation of independent scientific research activity.

3. A member of the Faculty Quality Assurance Office may be a member of the University Board, an Associate professor or a full professor.

4. The Department of the Faculty Quality Assurance is accountable to the University Quality Assurance Office.

5. The head of the faculty/school Quality Assurance Office is elected by the faculty/school council for a term of 4 years.

6. The Faculty/School Council determines the requirements for the head of the Faculty/School Quality Assurance Office.

7. The Head of the University Quality Assurance regularly reports the results of its work to the Faculty Council.

Order No. 207/N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 28. The Dissertation Council

1. The Dissertation Council is a body that grants the Doctor's academic degree and that is established by the Academic Council.

2. The rule of the composition of the Dissertation Council, the election of its chairperson and its activities shall be prescribed by a relevant statute, which is to be approved by the University Academic Council upon recommendation of the Faculty Council.

3. The Dissertation Council of the faculty/school consists of the professor and associate professor of the relevant field/speciality, as well as the senior science officer and the chief science officer of the relevant field/speciality of the independent scientific research unit.

4. The Dissertation Council may include representatives of relevant fields from Georgia and abroad, following the criteria and rules determined by the Academic Council of the University.

5. The University is authorized to sign an agreement with a scientific research institution or a higher educational institution for the implementation of doctoral education programs.

Order No 20 7 / N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 29. The Institute Director (Directors)

1. A full or associate professor holding a permanent contract or tenure-track or tenured position may be elected as the director of the Institute.

2. The institute director is appointed by the Academic Council. The Academic Council may announce an open call for a director position.

3. The Institute Director(s) shall:

1. coordinate the institute's activities;

2. submit a research project to the Academic Council for approval to allocate funds for the said project. In case the Academic Council agrees to fund the project; the Head of Administration shall include the said projects in the general budget of the University during the approval of the University budget by the Board of Representatives;

3. submit an annual report on the performed activities to the Academic Council.

Order No. 20 7 / N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 29¹. The Criteria for Creation of the Independent Scientific Research Unit, the Procedure for its Creation, Reorganization and Cancellation

1. An independent scientific-research unit is created at the Faculty/School, upon appropriate written request.

2. The decision to create an independent scientific research unit upon recommendation of the faculty/school board is made by the Board of Representatives.

3. Under this article, an independent scientific-research unit can only be created from the entity with institutional experience in scientific activity, upon its written request.

4. To comply with the following criteria for creating an independent scientific-research unit, the entity must have:

a) state purpose, including program funding, not less than 90,000 (ninety thousand) GEL annually;

b) at least 10 employees with doctorate or equivalent academic degrees;

c) scientific research publications in the last 10 years in international refereed publications (scientific series) and journals, which are listed below:

In scientific databases: Thomson Reuters Master Journal List, Scopus, Ulrich's Index, ERIH PLUS, EBSCOHost, Latindex Catalogue..

d) local and international grants obtained over the last 10 years.

5. Additional requirements may be determined by the University's mission and the strategic plan by the faculty/school board in agreement with the Academic Council and the Board of Representatives.

6. At the time of creation of an independent scientific research unit, as stipulated in Paragraph 4 of this Article, it is necessary to have a detailed material and technical base (where the independent scientific-research unit activity should be carried out), annual budget project (all necessary expenses) thus justifying the expediency of the costs and sustainability of an independent scientific-research unit.

7. Reorganization of independent scientific and research units is carried out on the advice of the faculty/school board, by the Board of representatives.

8. In case of non-compliance with the criteria provided by Paragraph 4 of this Article or loss of state purpose funding, an independent scientific-research unit is abolished on the recommendation of the Faculty/School Board, by the Board of Representatives.

Article 29². The Structure and Management of the Independent Scientific Research Unit

1. The structure of an independent scientific research unit may include major and auxiliary structural units.

2. The management bodies of the independent scientific research unit are the scientific council of the independent scientific research unit and the director of the independent scientific research unit.

3. Scientific and non-scientific structural units of the independent scientific research unit, the rules of their management and activities are determined by the regulations of the independent scientific research unit. The regulation of the independent scientific research unit is approved by the faculty/school council.

4. The head of the scientific structural unit of the independent scientific research unit is elected by the scientific council based on an open competition and approved by the director, following the regulations of the independent scientific research unit. A person who meets the requirements established for the chief science officer or senior science officer of this independent scientific research unit may be elected as the head of the scientific structural unit of an independent scientific research unit. If a person does not hold the position of chief science officer or senior science officer of an independent scientific research unit, in the case of being elected to the position of head of a scientific structural unit of an independent scientific research unit, he/she is considered to have been elected to an appropriate scientific position.

5. The procedure for choosing/appointing the head of the non-scientific structural unit of the independent scientific research unit is determined by the regulations of the independent scientific research unit.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 29³. Independent Scientific Research Unit

1. The scientific council of the independent scientific research unit comprises chief science officers.

2. The scientific council of the independent scientific research unit shall:

a) discuss and resolve issues of scientific management and development of an independent scientific research unit;

b) in case of implementation of the higher educational program, participate in the process of performing the research component;

c) perform other functions provided by the Law of Georgia "On Higher Education", other legislative and subordinate acts of Georgia, and the statute of the independent scientific research unit.

3. The activities of the scientific council of the independent scientific research unit are managed by the chairman elected by the majority of its members.

4. The powers of the chairman of the scientific council of the Independent scientific research unit, the term of office, the procedure for election and termination of the authority are determined by the regulations of the Independent scientific research unit.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 29⁴. The Director of the Independent Scientific Research Unit

1. The activity of the independent scientific research unit is managed by the director of the independent scientific research unit.

2. The candidature of the director of the independent scientific research unit for a period of 5 years will be selected by the scientific council of the independent scientific research unit based on an open competition and submitted to the faculty/school council for approval. In case of a reasoned refusal of the faculty/school board to approve the candidature, the scientific council of the independent scientific research unit will present the same candidate or select another candidate. In case of repeated refusal of the faculty/school board to approve the candidature, the acting director of the independent scientific research unit is appointed by the rector. The scientific council of the independent scientific research unit is obliged to select a new candidate for the director of the independent scientific research unit no later than 6 months.

3. The position of the director of an independent scientific research unit can be held by a person who meets the requirements established for the chief science officer of this independent scientific research unit and whose age does not exceed 65 years. If a person has not held the position of chief science officer of an independent scientific research unit, in case of holding the position of director of an independent scientific research unit, he is also considered to have been elected to the position of chief science officer. Attainment of the age of 65 years does not result in termination of directorship.

4. The same person can hold the position of director of an independent scientific research unit only twice in a row.

5. The procedure for selecting the candidature of the director of the independent scientific research unit and the powers of the director are determined by the regulations of the independent scientific research unit.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia -website, 25.12.2017

Chapter IV The University Personnel

Article 30. The University Personnel

1. There are administrative, academic, scientific, teachers' and auxiliary positions at the University.

2. The Academic Council shall set a workload limit for the academic personnel and submit it to the Board of Representatives for further approval.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 31. Academic Personnel of the University

1. The Academic Personnel of the University shall include professors, associate professors, assistant professors and assistants.
2. (Removed- 22.12.2017, №200/N).
3. Professors shall participate in and/or coordinate the study processes and research.
- 3¹. An assistant shall conduct seminars and carry out research activities under the supervision of a Professor, an Associate Professor or an Assistant Professor during his/her studies;
4. The workload for academic personnel shall be determined by a higher education institution as provided by its statute.
5. (Removed - 22.12.2017, No. 200/N).

Order No. 207 / N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Order No. 159 / N of December 15, 2014, issued by the Minister of Education and Science of Georgia - website, 15.12.2014.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 32. The Rule for Holding Academic Positions

1. An academic position may be held only through an open competition, which must comply with the principles of transparency, equality and fair competition.

2. The date and conditions of the competition are published at least 1 month before the receipt of documents. Acceptance of documents continues for at least 14 calendar days. The competition is held no later than 14 calendar days after the end of receiving the documents.
3. To ensure its publicity and access to interested persons, the announcement of the competition must be posted on the University's website, as well as in places visible to everyone in the University, before the deadline for receiving documents.
4. The application shall indicate the date of the start of the registration of contestants, the deadline for receiving applications, the list of documents to be submitted and the date of holding the competition and publishing the results.
5. The dean of the faculty/school submits the appeal to the academic council about the announcement of competition for academic positions. The initiator of the announcement of competition for academic positions can be the academic council.
6. Competition for an academic position is held either by the academic council or by the faculty/school council, or by a commission consisting of the academic personnel of the University created by the academic/faculty/school council. As a result of the competition, the candidate/candidates selected for appointment to the academic position will be presented to the Rector.
7. In a newly founded faculty/school, where the faculty/school council is not elected, the competition for occupying academic positions is held by the decision of the academic council of the University.

Order No. 20 7 / N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Order No. 15 9 / N of December 15, 2014, issued by the Minister of Education and Science of Georgia - website, 15.12.2014.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 33. Terms and Conditions for Appointment to Academic Positions

1. For a professor's position:
 - a) A person with a doctorate or an equivalent academic degree who has at least 6 years of scientific-pedagogical work experience and teaching experience and/or scientific publications

based on the modern requirements of science, and also meets the requirements of the academic council/faculty/school board by the specifics of the field specified additional conditions (if any) can be selected. A professor is elected for a term of one, two, three, four or five years.

b) A person with a doctorate or an equivalent academic degree, who has at least 6 years of scientific teaching experience, special professional and/or scientific achievements and meets the requirements set by the Academic Council can be elected for life.

2. A person with a doctor's degree or an equivalent academic degree, who has at least 3 years of scientific-pedagogical experience, can be elected to the position of associate professor for a term of no more than 4 years.

3. A doctor or a person with an equivalent academic degree can be elected to the position of assistant professor for a period of 3 or 4 years, and to the position of an assistant - a doctoral candidate for a period of 3 or 4 years.

4. According to the decision of the Academic Council, it is possible to hold the position of professor, associate professor and assistant professor without having a doctor's degree on a professional basis, in this case, the qualification of a person can be confirmed by professional experience, special training and/or publications. A person who has the necessary competence to produce the learning results provided by the program is considered to have the appropriate qualifications.

Order No. 207/N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Order No. 69/N of July 18, 2023, issued by the Minister of Education and Science of Georgia - website, 20.07.2023.

Article 33¹. Procedure for a Professor's Attestation

1. A professor elected for life is subject to attestation once in 5 years. With the approval of the Academic Council, attestation is carried out by the respective commission/commissions created by the order of the Rector.

2. For attestation of professors elected for life, the commission, as stipulated in the first article, reviews the academic and scientific research activities of a professor elected for life. Evaluation

of the academic activity of a professor elected for life shall be carried out in compliance with the rules for the academic staff set by the Academic Council.

3. After reviewing the attestation, the commission will conclude the performance of a professor and, based on the findings, will inform the Academic Council whether a professor should be retained in his position or dismissed.

4. In collaboration with the faculty/school, the rector will establish uniform rules and conditions for conducting attestation. It will then be submitted to the Academic Council for review.

5. The Board of Representatives shall set the rules and conditions for attestation upon recommendation of the Academic Council.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017

Article 34. Rights of the Academic Personnel

1. The academic personnel within its competence shall have the right to:

1. Participate in the management of the University, including the election of the governing bodies;
2. Independently conduct teaching, research and publish scientific works;
3. Within the scope of educational programs, independently define the contents of the programs (syllabuses), teaching methods and techniques.

2. Academic Personnel shall:

1. follow the code of ethics and standards of disciplinary liability;
2. perform duties and obligations under the labour agreement and prescribed by the legal acts of the University;
3. after qualification improvement, present a report on the work fulfilled;
4. meet the requirements set by the present Statute and legislation;
5. upon completion of scientific and creative leaves, submit a report on the work fulfilled;

3. The University shall ensure the freedom of teaching and research and appropriate conditions necessary for Academic Personnel activities.

Article 35. Dismissal of Academic Personnel

An academic personnel member can be released from his/her term on conditions of:

- a) A personal statement;
- b) Expiration of an employment contract;
- c) Harsh and regular violation of the code of ethics and disciplinary norms;

d) Infringement of the conditions envisaged by the employment contract;

e) retirement or granting of the title of emeritus;

e¹) non-fulfilment of attestation requirements;

e²) Removed - 18.07.2023, No. 69/N)

f) on other grounds provided by the law;

2. The order on the dismissal of the academic personnel shall be issued by the University Rector.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017

Order No. 69/N of July 18, 2023, issued by the Minister of Education and Science of Georgia - website, 20.07.2023

Article 35¹. Scientific Personnel

Scientific personnel of the independent scientific research unit comprise individuals holding the following scientific positions: a chief scientist officer, a senior scientist officer, and a science officer.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017

Article 35². Rules for Holding a Scientific Position

1. A scientific position can only be held through an open competition, which is carried out in terms of transparency, equality and the principles of fair competition.

2. The position of a chief science officer can be held:

a) by a person who has a doctor's degree or an equivalent academic degree, at least 6 years of scientific research activity experience, scientific publications in leading local and international journals and other publications; who has participated in national and international scientific research projects. The person shall hold the office of a chief science officer for one, two, three, four or five years.

b) for life by a person who has a doctor's degree or an equivalent academic degree, at least 6 years of scientific research activity, scientific publications in leading local and international journals and other publications; who has participated in national and international scientific research and has special scientific achievements and who meets the academic requirements set by the Board/Faculty/School Board. A chief science officer elected for life is relieved from office upon reaching the age of 65. The employment can be extended for a period of 5 years under the decision of the Academic Council.

3. The position of a senior science officer can be held by a person, who has a doctorate or an equivalent academic degree. The maximum duration of time a person may hold the office is three years.
4. The office of a science officer can be held by a person who has a Master's degree or an equivalent academic degree. The maximum duration of time a person may hold the office is two years.
5. One month before the submission of the materials, the date of the open call for a scientific position and any extra requirements are announced by Georgian law and the rules established by the scientific research unit.
6. The scientific council of the independent scientific research unit will set the procedures for admission/appointment and requirements for holding a scientific position and submit them to the Faculty/School Board for approval.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia -website 25.12.2017

Article 35³. Attestation of a Chief Science Officer

1. A chief science officer elected for life must be re-attested every five years. Attestation is carried out by a commission/commissions established by the Rector's administrative-legal act. The said commission evaluates the performance of a chief science officer.
2. Evaluation of scientific activity by the relevant commission is based on scientific Requirements (criteria) that are reflected in the legal act clarifying uniform rules and regulations for attestation.
3. As a result of the attestation, the respective commission concludes each chief science officer elected for life. Based on the results of the attestation, the commission advises the Academic Council on whether a chief science officer should be retained or removed from his or her duties.
4. On the advice of independent scientific and research units the rector will establish uniform rules and conditions for conducting attestation, which will be forwarded to the Academic Council for consideration.
5. Upon recommendation of the Academic Council, uniform rules and conditions for conducting attestation are approved by the Board of Representatives.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia -25.12.2017

Article 35⁴. Labour Relations of Scientific Personnel

1. A written employment agreement is signed with the scientific personnel.
2. The grounds for termination of the labour agreement with the scientific personnel can be:
 - a) a personal statement;
 - b) expiration of the fixed-term employment contract;
 - c) violation of disciplinary norms and internal rules of the University or systematic violation;
 - d) violation of conditions defined by the labour contract;
 - e) non-fulfilment of attestation requirements;
 - f) reaching the age of 65;
 - g) cancellation of an independent scientific research unit;
 - h) termination of state, budgetary or targeted funding (including program funding);
 - i) other cases envisaged by the legislation of Georgia.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017

Article 35⁵. Rights and Duties of a Scientist

1. The scientist's rights are determined by the legislation of Georgia, the rules set by the University, the regulations established by the faculty/school, and an independent scientific research unit and/or a labour agreement.
2. The scientist has the right to:
 - a) to carry out scientific research without external interference and restrictions
Publish the research findings, except when they are restricted by the labour agreement and contain state secrets.
 - b) independently determine the content of scientific research, research methods and means;
 - c) participate in educational programs, training and research;
 - d) participate in the implementation of scientific research activities to receive grant funding in competitions, and also to benefit from individual grant/grants funding and receive additional funding;
 - e) carry out other tasks assigned to him by the legislation of Georgia
3. The scientist is obliged to:
 - a) to comply with the rules of the University, faculty/school and the requirements established by the statute of the independent scientific research unit;

- b) to fulfil the obligations imposed by the labour Agreement;
- c) submit an annual report on work performance, following the procedure established by the legislation of Georgia;

4. Freedom of scientific research of scientific personnel is provided by the University, faculty/school and independent scientific research unit.

5. Scientific personnel cannot hold academic, administrative scientific or research positions at other higher educational, scientific or research institutions.

6. The rule for compatibility of academic and scientific posts within the University is established by the Academic Council.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia -website, 25.12.2017

Article 36. The University Administrative Positions and Other Members of Personnel

1. The University administrative personnel comprise: the Rector, Deputies to the Rector, the Head of Administration, the deputy heads to the Head of Administration, the Dean and deputies to the Dean, Independent Scientific Researchers, the Director of a research institute and deputies to the director, the heads of quality assurance office and their deputy heads.

2. A person who has attained the age of 65 may not be elected or appointed to an administrative position.

3. The teaching personnel comprise a teacher and a senior teacher. An employment agreement is made between a teacher and the Rector.

4. A teacher may carry out practical and laboratory work without holding an academic position.

5. The support personnel comprise other persons included in the staff list who are required for the activities of a higher education institution; The University is authorized to determine the procedure for recruiting support personnel via competition, which is approved by the Board of Representatives.

6. A higher education institution may invite a specialist with appropriate qualifications to participate in and/or manage the educational and/or scientific research processes without occupying an academic or a teacher's position determined by this Law. An employment agreement with the invited specialist is signed by the Rector.

7. The position of the scholar shall be taken upon recommendation of the Institute director or the Dean. The agreement shall be formed between the Rector and the future scholar/researcher.

The academic /researcher positions can be occupied via open competition as well, upon the submission of the Institute Director or the Dean.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 37. Dismissal of Administrative Staff Members

The grounds for pre-term dismissal of an administrative employee shall be as follows:

- a. personal statement;
- b. the entry into force of a judgment of conviction pronounced by the court against him/her;
- c. death;
- d. recognition of the speaker as a legally incapable person by the court or as a recipient of support, unless otherwise decided by the court;
- e. attainment of the age of 65, in the case of administrative personnel;
- f. attainment of retirement age, in the case of ancillary personnel;
- g. dismissal from an academic position of this University provided that holding this academic position is the precondition of holding a relevant administrative position;
- h. expiration of the term of an employment agreement;
- i. violation of the employment agreement terms;
- j. other cases determined by Georgian legislation and/or the Statute of the University.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia – website, 25.12.2017

Article 38. Incompatibility of Positions

1. A person holding an administrative position shall not be entitled to simultaneously hold either another administrative position or be the head of the structural unit at the same University;

2. If a precondition for occupying an administrative position or for being a member of a management body is the holding of an academic position, the expiration of the term of office of the academic position shall entail the termination of the term of office of the corresponding administrative positions or the termination of membership of a management body immediately after the results for the selection of candidates for academic positions have been approved if the person was not elected to a respective academic position.

3. A member of the Academic Council shall have no power to simultaneously hold any administrative position, except a position of the Rector, or to be a member of the Board of Representatives.

4. A speaker of the Board of Representatives shall not have the power to hold any administrative position at the same educational institution.

5. Incompatibility of the positions of academic, research, teacher and ancillary personnel and any other cases are regulated by the Georgian legislation and the rule for admission, which upon the recommendation of the Academic Council is approved by the Board of Representatives.

6. A person holding an academic research or administrative position is not entitled to hold an academic, administrative or research position at another university or research institution.

7. Office incompatibility of academic, teacher and support/ancillary personnel is determined by the current legislation.

8. A person may hold both an academic and a scientific position at the University at the same time.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 39. The Honorary Doctor

1. Upon the decision of the Academic Council a foreign citizen may be granted the University Honorary Doctorate Degree.

2. Honorary Doctorate Degrees are awarded for significant contributions to the University and/or science and/or society.

3. Under the decision of the Academic Council the person holding the University Honorary Doctorate degree may be given a monthly stipend or one-time grant.

Article 40. Visiting Professors

1. A visiting professor is a scientist, who holds a permanent position at higher educational institutions and/or research centres and when invited he/she conducts lectures at the University at various levels and consults professors, doctoral students and master students regarding the ongoing studies and/or takes part in the scientific activities of the University.

2. A visiting professor's lectures shall be included in the faculty curriculum.
3. The status of a visiting professor shall be granted upon the decision of the Academic Council.
4. The money for the remuneration of visiting professors shall be allocated from the University budget.
5. The additional provisions /terms on the rule for inviting visiting professors can be defined by the University Academic Council and approved by the Board of Representatives.
6. If the faculty doesn't use the funds allocated for the visiting professors, the money shall be returned to the University budget.
7. The number of visiting professors is not taken into account for determining the University's compliance with accreditation standards.

Order No. 200/N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 25.12.2017.

Article 41. The Research Personnel

1. The Research staff of the University consists of researchers.
2. The researcher staff comprises researchers, associate researchers and assistant researchers.
3. The researchers participate in or/and lead scientific studies if it is prescribed by the labour agreement, as well as take part in educational activities.
4. (Removed - 15.12.2014; No. 159/N).
5. (Removed - 15.12.2014; No. 159/N).

Order No. 15 9/ N of December 15, 2014, issued by the Minister of Education and Science of Georgia - website, 15.12.2014.

Article 42. A Visiting Specialist

1. The faculty/school may invite a specialist with appropriate qualifications to participate in the educational processes without occupying an academic or a teacher's position.

2. The specialist is invited upon recommendation of the faculty/school, which is reviewed and decided by the rector. If the request does not exceed the assignments allocated from the University budget and does not contradict the goals and basic principles of the University, and the invited person meets the required qualifications.

Order No. 15 9/ N of December 15, 2014, issued by the Minister of Education and Science of Georgia - website, 15.12.2014.

Order No. 200 / N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 22.12.2017.

Article 43. Terms and Conditions for Awarding Emeritus Distinction

1. The Academic Council shall be entitled to grant the Emeritus status to a full professor, who reaches the age of 65. If the person is already appointed to an academic or an administrative position, he/she shall be given Emeritus status after the expiration of his/her term of office. Conferring the title of the emeritus before the expiration of the term shall only be possible by the consent of the Rector of the Educational Institution, which will lead to the dismissal of the occupied academic position.

2. An individual with the Emeritus status is entitled to participate in educational and scientific - research activities of the University, without holding an academic and/or any administrative positions.

3. In case an individual having the status of the Emeritus takes a position related to the academic, administrative or other scientific - research activities at another education institution he/she shall be revoked of the Emeritus status and the remuneration provided in Paragraph 4 of this Article.

4. The remuneration of the individual holding the rank of Emeritus shall be determined by the Academic Council and approved by the Board of Representatives.

Order No. 20 7/ N of December 23, 2013, issued by the Minister of Education and Science of Georgia - website, 23.12.2013.

Chapter V.

Student

Article 44. The Student's/Vocational Student's Enrollment at the University

1. A student/vocational student of the University is a person who is enrolled at the University under the Law of Georgia on Higher Education and studies at the level defined by the University regulation.

2. A student's status is suspended under the rule set by the Academic Council of the University.

3. A student's status is terminated based on a personal statement, an educational program / or inability to achieve learning outcomes or an act incompatible with the status of a student. A student who is suspended on the grounds of an act incompatible with a student's status or because of disciplinary misconduct, shall not be able to regain a student's status at the University.

4. The student's rights and duties of are defined by the Georgian Legislation and the respective administrative–legal acts of the University and the Student Agreement.

Order No. 69/N of July 18, 2023, issued by the Minister of Education and Science of Georgia - website, 20.07.2023

Chapter VI

University Financing, Budget, Property and State Control

Article 45. The University Property and the State Control

1. Drafting of the following year's budget of the University shall be coordinated by the Head of Administration.

2. The following year's draft budget of the University shall be developed in consultation with faculties/schools and other structural units of the University.

3. The Head of Administration, in agreement with the Academic Council, shall submit the draft budget to the Board of Representatives for approval.

4. The Board of Representatives shall review the submitted draft budget and approve or return it to the Head of Administration with appropriate comments.

5. If the Head of Administration agrees with the comments, the Board of Representatives shall approve the budget considering the comments made.

6. If the Head of Administration does not agree with the comments made by the Board of Representatives, he/she may return the initial version of the budget to the Board of

Representatives for further approval on the grounds of having provided appropriate validation thereof. The proposals of the Academic Council shall be attached to the validation submitted to the Board of Representatives.

7. Failure to approve the draft budget by the Board of Representatives repeatedly will result in the termination of the Head of Administration's office. Following the recommendation of a new Head of Administration, the proposed budget will be adopted.

8. Under the administrative legal act, the Head of Administration is authorized to make 10 % of changes to the University budget.

Order No. 207/N of December 23, 2013, issued by the Minister of Education and Science of Georgia website, 23.12.2013.

Order No. 200 / N of December 22, 2017, issued by the Minister of Education and Science of Georgia - website, 22.12.2017.

Article 46. Economic Activities of the University

1. The University, without essentially switching to economic activity, may engage in economic activity permitted by the legislation of Georgia.

2. The University shall be authorized to:

- a) carry out publishing activities;
- b) sell the products developed throughout the process of educational and scientific research activities;
- c) produce and sell products (inventions and useful models) created in the process of scientific research and laboratory activities;
- d) provide food service/catering;
- e) provide hotel services;
- f) provide expert-consulting services;
- g) provide space service;
- h) sell theatre tickets;
- i) sell books;
- k) sell branded advertising materials;
- k) provide services via university databases;
- m) provide movable property services;
- n) provide excursion/trip organizing services;

- n) develop architectural and construction projects;
- p) create computer programs.

Order No. 53/N of May 15, 2014, issued by the Minister of Education and Science of Georgia - website, 15.05.2014.

Order 15 9 / N of December 15, 2014, issued by the Minister of Education and Science of Georgia - website, 15.12.2014.

Article 47. Funding of the University

1. The funding of the University shall be focused on teaching and research activities, as well as staff training, retraining and professional development.
2. The sources of funding are listed below:
 - a) the tuition fees, covered by the state educational grant and state educational master's grant (only with regard to accredited higher educational programs);
 - b) the funds received through grants, donations or a will;
 - c) the research grants awarded by the state based on competition;
 - d) the program funds allocated by the ministries;
 - e) the income received from execution of the state order;
 - f) the income received from the work performed under the agreements;
 - g) other income allowed by the Georgian legislation, including economic activities.

Article 48. The University Property and the State Control

1. The property of the University comprises the assets transferred thereto by the state, natural and legal entities of private law, as well as the assets acquired by the institution at its own expense.
2. The state control over the University shall be executed by the Ministry of Education and Science of Georgia, which supervises the legitimacy/legality, expediency and effectiveness of the University activities as well as its financial and economic activities. The Ministry of Education and Science of Georgia shall have the power to request from the University any material and information necessary for exercising state control.
3. With the consent of the Ministry of Education and Science of Georgia, the University shall be entitled to perform the following:
 - a) real estate acquisition, alienation and mortgage/encumbrance of University-owned assets/properties;
 - b) loan taking;
 - c) being a guarantor;

d) (removed - 15.05.2014, No. 53/N);

e) other decisions related to the University's property if they go beyond the scope of usual activities.

4. The refusal of the Ministry of Education and Science of Georgia to implement the activities envisaged by Paragraph 3 of this article must be justified. The refusal can be appealed to a higher state authority and/or to the court.

5. Acquisition, alienation or leasing of the real estate of the University completely or partly, as well as any decision related to the property, shall be made only by the Board of Representatives with the consent of the Ministry of Education and Science of Georgia and the Ministry of Economy and Sustainable Development of Georgia, following the Georgian legislation.

5¹. Any decision concerning the University's movable property that goes beyond educational and scientific research activities can only be made by the Board of Representatives, with the approval of the Ministry of Education and Science of Georgia, in compliance with the rules established by the legislation of Georgia.

6. Approval from the Georgian Ministry of Finance is required to carry out the actions outlined in Subparagraphs B and C of this article.

Order No. 53/N -of the Minister of Education and Science of Georgia dated May 15, 2014 website, 15.05.2014.

Order of the Minister of Education and Science of Georgia dated December 22, 2017 No. 200/ N - website, 22.12.2017.

Article 49. Composing and Auditing the University Balance Sheet

The University shall keep accounting and reporting of its financial-economic activities as provided by the Georgian Legislation, as well as prepare its balance sheet and submit it to the relevant state control authority for approval. The annual balance sheet of the University shall be audited by an independent auditor appointed by the state authority.

Chapter VII

Reorganization and Liquidation of the University

Article 50. Reorganization and Liquidation of the University

1. Reorganization and liquidation of the University is carried out in conformity with the rules established by the legislation of Georgia, in case of the consent of the representative, academic and councils of the faculties/schools of the University.

2. Reorganization and liquidation of the University are carried out by the Government of Georgia in conformity with the legislation of Georgia and on the recommendation of the Ministry of Education and Science of Georgia.

Order No. 200 / N of December 22, 2017, issued by the Minister of Education and Science of Georgia website, 22.12.2017

Chapter VIII. Amendments to the Statute

Article 51. The Procedure for Making Changes and Amendments to the Statute

1. The Board of Representatives shall formulate and submit the proposed changes and amendments of the Statute to the Ministry of Education and Science for approval.
2. The Board of Representatives together with the Academic Council of the University shall be involved in the process of reviewing the proposed changes and amendments of the Statute.

Chapter IX Transitional Provisions

Article 52. Transitional Provisions

1. By the time the Law of Georgia on amendments to “the Law of Georgia on Higher Education” (Kutaisi, December 16, 2016, N105-I) enters into force, the person holding the position of the university professor will be considered as having been elected by this statute up until the end of the term of the employment contract signed by him/her if the election criteria are consistent with those outlined in this statute.
2. By the time the Law of Georgia on amendments to “the Higher Education” (Kutaisi, December 16, 2016, N105-I) enters into force, the rule of attestation specified in Article 33¹ of this statute must be applied to the university professors elected for life, and the 5-year term shall start from the date of the enactment of the Law of Georgia on the amendment to the “Law of Georgia” (Kutaisi, December 16, 2016, N105-I).

Order No. 200/N of December 22, 2017, issued by Georgian Minister of Education and Science – website, 22.12.2017.