

# Order N 1106 of the Minister of Education and Science of Georgia

14 November, 2007 Tbilisi

On Approval of the Statute of Legal Entity of Public Law – Batumi Shota Rustaveli State University (05.04.2012 N76/6)

Order of the Minister of Education and Science of Georgia, April 5, 2012 No. 76/N - website, 04.05.2012.

Pursuant to Paragraph 5 of the Resolution No. 37 of February 23, 2006 of the Government of Georgia "On the Reorganization of Higher Educational, Artistic and Some Scientific Research Institutions in the Administrative Territory of the Autonomous Republic of Adjara", Article 5, Paragraph 2 of the Law of Georgia "On Legal Entities of Public Law", "On Higher Education" of the Law of Georgia, Article 7, Clause 1, Sub-Clause "H", Article 18, Clause 1, Sub-Clause "A", "On Approving the Regulations of the Ministry of Education and Science of Georgia", approved by Resolution No. 37 of May 21, 2004 of the Government of Georgia In accordance with subparagraph "m" of paragraph 2 of Article 3 of the Regulation **I decree:**

1. To approve the attached Statute of the public law legal entity - Batumi Shota Rustaveli State University.

*Order of the Minister of Education and Science of Georgia, April 5, 2012 No. 76/N - website, 04.05.2012.*

2. The order shall take effect immediately after its publication.

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## Chapter I. General Provisions

### Article 1. Scope of the Statute regulation

This Statute regulates the aims, tasks, primary areas of educational and scientific research, organizational structure, management principles, the status of governing bodies, authorities, staffing, rights and duties of Batumi Shota Rustaveli State University (referred to as the University hereafter) as a public law entity, the process for their selection and appointment, student entitlements, financial operations, and other matters pertinent to the University's functioning.

*Order of the Minister of Education and Science of Georgia, April 5, 2012 No. 76/N - website, 04.05.2012.*

### Article 2. University status

1. The University, established as a public law entity by the Government of Georgia decree and regulated by the Law of Georgia "On Higher Education," autonomously conducts professional and academic pursuits as outlined by Georgian law and this Statute. Oversight of the University falls under the jurisdiction of the Ministry of Education, Science, and Youth of Georgia (hereinafter referred to as "the Ministry"),

adhering to the guidelines set forth in this Statute and relevant legislation. The University's operations adhere to the Georgian Constitution, international legal standards, the Law of Georgia "On Higher Education," as well as other national laws and regulations, including directives from the Minister of Education, Science, and Youth of Georgia, and this Statute.

2. The full name of the University is "Legal entity under public law - Shota Rustaveli State University of Batumi".

3. In addition to the full name of the University, the abbreviated name "BSU" is also used.

4. When employing both abbreviated and full names in legal and other forms of relationships, they hold equal significance.

5. The University maintains its own independent financial records, possesses a circular seal featuring a depiction of a small state coat of arms along with its name, utilizes various forms and stamps, has its unique symbols, maintains a bank settlement account, and holds other necessary identifiers of a legal entity.

6. The legal address of the University administration is: St. Batumi, Rustaveli/Ninoshvili st. No. 32/35.

7. The University owns and uses its own website on the Internet: [www.bsu.edu.ge](http://www.bsu.edu.ge).

8. (Deleted - 12.10.2012, No. 227/N).

*Order of the Minister of Education and Science of Georgia, March 17, 2011, No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, April 5, 2012, No. 76/N - website, 04.05.2012.*

*Order of the Minister of Education and Science of Georgia, October 12, 2012, No. 227/N - website, 15.10.2012.*

*Order of the Minister of Education and Science of Georgia, June 15, 2023, No. 46/N - website, 15.06.2023*

*Order No. 17/N of the Minister of Education, Science and Youth of Georgia, January 15, 2024 - website, 16.01.2024.*

## **Background and directions**

### **Article 3. Goals and objectives of the University**

The main goals and objectives of the University are:

- a) Training of highly qualified and competitive bachelor, medical doctor/dentist, master's and doctorate academic degree holders;
- b) implementation of the teacher training educational program;
- c) introduction and implementation of the principle of lifelong education;
- d) promotion of mobility of students and academic staff and deepening of international relations;
- e) full integration of learning, teaching and scientific research in the single European educational space;
- f) activation and development of scientific research activities;
- g) implementation of short-term educational programs/courses of qualification raising and training/retraining;

- h) implementation of joint higher education programs with several higher educational institutions of Georgia and/or higher educational institutions recognized in accordance with the legislation of foreign countries;
- i) protection of academic freedom and integrity;
- j) Prohibition of any discrimination in the field of higher education, including academic, ethnic, social or religious affiliation and/or opinion, gender and other grounds;
- k) support for gender equality;
- m) taking care of personal and professional development of students and staff;
- n) creating a student-oriented University environment, taking care of improving the social conditions of students and creating learning conditions for students with disabilities, as well as creating other conditions that will contribute to the implementation of the main goals of higher education provided by the Law of Georgia on "Higher Education";
- n) Promotion of the social dimension, strengthening of democracy, formation of Georgian and world cultural values in the field of higher education, as well as orientation to the ideals of democracy and humanism, which are necessary for the existence and development of civil society.

*Order of the Minister of Education and Science of Georgia, March 17, 2011, No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, October 12, 2012, No. 227/N - website, 15.10.2012.*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024, No. 17/N - website, 16.01.2024.*

#### **Article 4. Main directions of activity**

To ensure its goals and objectives, the main directions of the University's activities are:

- a) implementation of higher educational programs of all three levels, integrated bachelor-master's program of teacher training, professional educational programs and residency alternative post-diploma education (professional preparation) programs;
- b) (Deleted - 17.03.11 No. 39/N).
- c) scientific-research activity;
- d) publishing activity;
- e) Auxiliary business activities, consulting and expert services, the sale of products resulting from educational and scientific research activities, as well as the production and sale of products (including inventions and useful models) stemming from scientific research and laboratory work, shall be conducted in accordance with the regulations set forth by the legislation of Georgia.
- f) implementation of qualification raising/retraining courses/trainings, short-term educational programs, professional training/professional retraining programs;
- g) other activities stipulated by the relevant law, the resolution of the Government of Georgia and/or the present Statute, unless otherwise specified by the relevant law.

*Order of the Minister of Education and Science of Georgia, March 17, 2011, No. 39/N - website, 24.03.2011.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024, No. 17/N - website, 16.01.2024.*

## **Chapter III Structure of the University**

### **Article 5. Structural units of the University**

1. The University consists of main educational units - faculties, independent scientific research units (institutes), library (libraries), auxiliary educational unit - professional program management and continuing education center and auxiliary structural units provided by the structure of the University administration (secretariats/apparatus of management bodies, administrative, educational process, scientific research, material resources, financial, legal, information technology, public relations and other structural units necessary for the functioning of the University).
2. The structure of the University's administration is approved by the representative council, on the recommendation of the head of the administration.
3. The decision to create, reorganize or cancel the main educational units of the University - faculties and independent scientific-research units (institutes) is taken by the Academic Council and approved by the representative council.
4. The rules of activity of the auxiliary educational units of the University, the library or the auxiliary structural units mentioned in the structure of the University administration are determined by the regulations of the corresponding structural unit, which is approved by the representative council, "On Higher Education" in accordance with the law of Georgia and the present Statute.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

## **Chapter IV principles and bodies of University management**

### **Article 6. Principles of University management**

1. In the management process, the University provides:
  - a) the publicity of the decisions of the academic and representative councils of the University, the reports and orders of the Rector and the head of the administration and their availability to all interested persons;
  - b) academic freedom of academic staff, scientific staff and students;
  - c) participation of academic staff, scientific staff and students in the process of decision-making and control of its execution;
  - d) equal treatment, regardless of a person's academic, ethnic, social or religious affiliation and/or opinion, gender and other reasons;

- e) publicity, fairness and transparency of elections and competitions in the University;
- f) taking appropriate measures to improve the social conditions of students and to create learning conditions for students with disabilities;
- g) access to higher education, openness and possibility of receiving it throughout life;
- h) availability of professional education, openness and possibility of receiving it throughout life.

2. Limiting norms of these principles cannot be determined by the provisions of structural units.

*Order of the Minister of Education and Science of Georgia, June 14, 2016, No. 70/N - website, 15.06.2016.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

## **Article 7. Management bodies of the University**

The governing bodies of the University are (managing entities): Academic Council , representative council, Rector, head of administration and quality assurance service.

## **Article 8. Status and powers of the Academic Council of the University**

1. The highest representative body of the University is the Academic Council , whose members are elected for a 4-year term by all members of the academic staff of the faculties, all members of the scientific staff of the independent scientific and research units of the University, and student self-government representatives who are members of the Faculty Council on the basis of direct, free and equal elections, by secret ballot.

2. (Deleted - 17.10.2017, No. 182/N).

3. Each faculty of the University and independent scientific-research unit of the University has one representative in the Academic Council .

4. Academic Council :

- a) develops and approves the strategic plan for the development of the University;
- b) approves educational and scientific-research programs by submission of faculties and/or independent scientific-research unit of the University;
- b1) approves the method of evaluation of educational and scientific-research work upon submission of the quality assurance service of the University;
- b2) determines and implements joint higher education programs with another higher education institution and/or with a higher education institution recognized in accordance with the legislation of a foreign country;
- b3) approves the director of the independent scientific-research unit of the University upon submission of the scientific council of the independent scientific-research unit of the University;
- b4) upon submission of the independent scientific-research unit of the University, reviews and submits to the representative board for approval the Statute of the independent scientific-research unit of the University and the additional conditions for occupying the scientific position of the independent scientific-research unit of the University;

- b5) reviews and submits for approval to the Council of Representatives the procedure for hiring scientific personnel of the independent scientific-research unit of the University;
- b6) on the submission of the quality assurance service of the University, reviews and approves the rules of internal evaluation of the scientific-research activity of the independent scientific-research unit of the University;
- b7) on the recommendation of the faculty, reviews and approves the rules for the participation of students in the execution of bachelor's and master's theses and dissertations by the independent scientific-research unit of the University, as well as the inclusion of students in scientific grant projects, local and international scientific conferences and scientific-research events;
- b8) approves the flag, coat of arms and anthem of the University.
- c) promotes the integration of higher education in the European space, cooperation of curricula and programs between higher educational institutions, creation of mobility and integrated teaching, scientific research programs;
- d) on the basis of free and equal elections, by secret ballot, the majority of the members of the school elects the chairman of the Academic Council - the Rector;
- e) presents the candidate selected on the basis of the competition to the head of the administration by the majority of the list composition of the representative council;
- f) submits a reasoned proposal for premature termination of the authority of the head of the administration by the majority of the list of the representative council;
- g) submits a new candidate for the head of the administration to the Council of Representatives within one month after the termination of the authority of the head of the administration;
- h) participates in the review of the University's Statute, regulations of structural units, budget and the annual report of the head of administration in the representative council;
- i) at the beginning of the academic year, approves the coefficients for the unified national exams, as well as the number of students to be admitted to the faculties, upon the submission of the Faculty Councils;
- il) in the case provided for by the legislation of Georgia, in accordance with the rules established by the Minister's order, approves the coefficients of the master's examination for the master's examinations, as well as the number of students to be admitted to the main educational units, with the submission of the councils of the main educational units (faculties);
- i2) establishes the minimum competence limit in the examination provided for by the list of international examinations approved by the order of the Minister by submission of the councils of the main educational units (faculties);
- j) establishes the procedure for recognizing credits received in another educational institution;
- k) approves the regulations of the Dissertation Council upon the submission of the Faculty Council and/or independent scientific-research unit;
- l) submits the candidacy of the head of the quality assurance service of the University for approval to the representative council;

- m) the Academic Council , with the motivated proposal of the majority of the list, applies to the Council of Representatives to terminate the authority of the head of the quality assurance service before the deadline;
- n) establishes the uniform rules for hiring academic staff, the amount and conditions of remuneration and submits it for approval Representative Council;
- o) submits an annual report to the representative council;
- p) makes a decision on awarding the title of honorary doctor based on the submission of the faculty;
- q) elects the head/heads of the University library/libraries;
- r) on the basis of the decision made by the majority of the members of the University, dismisses the head/heads of the University library/libraries;
- s) elects the secretary of the Academic Council from among its members, whose functions are determined by the regulations of the Academic Council ;
- t) by the majority of the members of the University, it makes a decision on the creation, reorganization or cancellation of the main educational units of the University - faculties and independent scientific-research units (institutes) and submits it to the Council of Representatives for approval.
- u) periodically listens to the activity report of structural units and officials of the University;
- v) develops a rule for determining the number of academic staff and submits it to the Council of Representatives for approval;
- w) by the majority of the list of members, it makes decisions on awarding honorary doctorate and emeritus degrees of the University;
- x) approves the regulations of the Academic Council by the majority of the members;
- y) makes a decision on the establishment of an entrepreneurial (commercial) and non-entrepreneurial (non-commercial) legal entity by the University. The decision will be submitted to the Council of Representatives for approval.
- z) exercises other powers defined by the legislation of Georgia, the University Statute, internal regulations and Academic Council regulations.

4 (1) The Academic Council is authorized to consider the issue of premature termination of the Rector's authority based on the Rector's violation of Georgian legislation, improper performance of the duties assigned to the Rector and/or activities unsuitable for the Rector, at the request of at least 1/3 of the members of the Academic Council . The decision on premature termination of the Rector's authority is made by secret voting, by the majority of the list of members. The Rector does not participate in the voting provided for in this clause. Appealing the decisions on these issues does not lead to the suspension of the contested act.

4 (2) (Deleted - 26.11.2013, No. 184/N).

5. The Academic Council is authorized to accept the resolution, statement and presentation signed by the Rector - the chairman of the Academic Council .

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, October 12, 2012, No. 227/N - website, 15.10.2012.*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

*Order of the Minister of Education and Science of Georgia, June 14, 2016, No. 70/N - website, 15.06.2016.*

*Order of the Minister of Education and Science of Georgia, October 17, 2017, No. 182/N - website, October 18, 2017.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

*Order of the Minister of Education, Science, Culture and Sports of Georgia, November 7, 2019, No. 218/N - website, November 7, 2019.*

Order of the Minister of Education and Science of Georgia, June 15, 2023, No. 46/N - website, 15.06.2023.

Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024, No. 17/N - website, 16.01.2024.

#### **Article 9. Convening the meeting of the Academic Council and the decision-making procedure**

1. The procedure for preparing, conducting and hearing the decisions of the Academic Council sessions is determined by this Statute and the regulations of the Academic Council .
2. The meeting of the Academic Council shall be convened by the initiative of the Rector or by at least 1/3 of the members of the Academic Council .
3. Preparation of Academic Council sessions and other organizational activities are ensured by the secretariat of the Academic Council , whose functions are determined by the regulations of the Academic Council .
4. The meeting of the Academic Council is authorized if more than half of the full membership is present.
5. The sessions of the Academic Council are chaired by the Rector - in the absence of the sitting Rector, the chair of the Academic Council may be chaired by the chairman of the session elected from among the members of the council.
6. The Academic Council issues a resolution that has the meaning of an individual administrative-legal act and is signed by the Rector - the chairman of the Academic Council (chairman of the meeting). The decision will be considered adopted if the majority of the members participating in the session vote for it, but not less than 1/3 of the full membership. In the event of a split vote, the vote of the chairman is decisive.
7. Minutes of each meeting of the Academic Council are prepared according to the rules established by the Academic Council Regulations.
8. The protocol is signed by the chairman of the Academic Council (chairman of the meeting) and the secretary of the council (session).

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011.*

#### **Article 10. Status and powers of the representative council**

1. The Council of Representatives is a representative body of the University, whose term of office is 4 years.
2. (Deleted - 17.03.11 No. 39/N).
3. Representative Council:
  - a) develops the University Statute with the participation of the Academic Council and submits it to the Ministry for approval;
  - b) develops and approves the internal regulations of the University, the code of ethics of the University and norms of disciplinary responsibility;
  - c) Approves the rules for drawing up the University's budget and the provisions of structural units;
  - d) elects the speaker of the representative council;
  - e) Approves the candidacy of the head of the administration upon **submission of the Academic Council** ;
  - f) Approves the University's budget upon submission of the head of administration;
  - g) approves the structure of the University's administration based on the submission of the head of the administration;
  - g1) approves the decision of the Academic Council on the creation, reorganization or cancellation of the main educational units of the University - faculties and independent scientific research units (institutes);
  - h) approves the annual report of the head of the administration;
  - i) on the motivated proposal of the Academic Council or on its own initiative, the head of the administration is authorized to terminate the authority before the deadline by the majority of the full composition of the members of the Council;
  - j) Approves the candidacy of the head of the quality assurance service of the University on the recommendation of the Academic Council ;
  - k) Approves the procedure for hiring support staff, the amount and terms of remuneration, upon submission of the head of the administration;
  - l) **on the submission of the Academic Council , approves:**
    - l.a) uniform rules for hiring academic personnel, the amount and conditions of remuneration;
    - l.b) the rules/rules for hiring the scientific staff of independent scientific research units of the University, the amount and conditions of remuneration;
    - l.c) additional conditions for holding a scientific position of the independent scientific-research units of the University;
    - l.d) the rule for determining the number of academic staff;
  - m) on the basis of the decision made by the majority of the members of the committee, the head of the quality assurance service of the University is authorized to terminate his authority before the deadline;
  - n) elects the secretary of the Council of Representatives from among its members, whose functions are determined by the regulations of the representative council;
  - o) exercises other powers defined by the legislation of Georgia, the University's Statute, internal regulations and the regulations of the representative council;
  - p) Approves the regulations of the Council of Representatives by the majority of the members.

4. Within the scope of its competence, the Council of Representatives adopts an individual administrative-legal act - a decision, as well as a statement and appeal signed by the speaker.

5. (Deleted - 17.06.2013, No. 69/N).

*Order of the Minister of Education and Science of Georgia, March 17, 2011, No. 39/N - website, 24.03.2011.*

*Order of the Minister of Education and Science of Georgia, June 17, 2013, No. 69/N - website, 18.06.2013.*

*Order of the Minister of Education and Science of Georgia, June 14, 2016, No. 70/N - website, 15.06.2016.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

*Order No. 218/N of the Minister of Education, Science, Culture and Sports of Georgia, November 7, 2019 - website, 07.11.2019.*

*Order of the Minister of Education and Science of Georgia, June 15, 2023, No. 46/N - website, 15.06.2023.*

*Order No. 17/N of the Minister of Education, Science and Youth of Georgia, January 15, 2024 - website, 16.01.2024.*

#### **Article 11. Convening the meeting of the Council of Representatives and the decision-making procedure**

1. The procedure for preparing, conducting and making decisions of the meetings of the Council of Representatives is determined by this Statute and the regulations of the representative council.

2. The session of the Council of Representatives shall be convened by the initiative of the speaker or at least 1/3 of the members of the representative council.

3. Preparation of meetings of the Council of Representatives and other organizational activities are ensured by the secretariat of the representative council, whose functions are determined by the regulations of the representative council.

4. The meeting of the Council of Representatives is authorized if more than half of the full membership is present.

5. The sessions of the Council of Representatives are chaired by the speaker or one of the members of the council on his behalf. In the absence of the speaker, the chairman of the meeting elected from among the members of the council.

6. The decision will be considered adopted if the majority of the members participating in the session vote for it, but not less than 1/3 of the full membership. In the event of a split vote, the vote of the chairman is decisive.

6(1). The Council of Representatives takes the decision to approve the budget, elect the head of the administration and approve the annual report of the head of the administration by the majority of the members of the representative council.

7. Minutes of each meeting of the Council of Representatives are prepared according to the rules established by the regulations of the representative council.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

#### **Article 12. Speaker of the Representative Council**

1. The Council of Representatives of the University elects a speaker from among its members, for the term of his authority, who presides over the meetings of the Council of Representatives and organizes its work.
2. The grounds for early termination of the authority of the Speaker of the Council of Representatives are:
  - a) personal desire;
  - b) entry into legal force of the guilty verdict issued against him by the court;
  - c) death;
  - d) to be recognized by the court as having limited capacity or to be recognized as a recipient of support, unless otherwise determined by the court's decision;
  - e) (Deleted - 14.06.2016; No. 70/N);
  - f) dismissal from the academic position of the University;
  - g) Other cases established by the internal rules and ethics code of the University.
3. The Council of Representatives speaker is not an administrative official.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

#### **Article 13. Status and Authority of the Rector**

1. The Rector is the highest academic official of the University who chairs the Academic Council of the University. Rector represents the University inside and outside the country in academic and scientific fields.
2. Rector:
  - a) makes transactions and agreements on behalf of the University. If the transaction and agreement are related to financial and economic issues, they are also signed by the head of the University administration;
  - b) manages the University within its competence and issues individual administrative legal acts - orders;
  - c) issues orders to vice-Rectors, deputy deans, academic staff, Academic Council secretariat, Rector's office, scientific staff, quality assurance service staff, staff implementing educational programs and scientific-research projects (guest teachers, professors, researchers, specialists) and other staff on appointment and dismissal, concludes and terminates labour contracts with them, in accordance with the University's personnel management policy, internal regulations and University regulations on hiring personnel;
  - c1) is authorized to appoint the acting director of the independent scientific-research unit of the University;

- d) in order to protect the interests of the University in dealings with third parties, he grants the authority of representation to the employees of the University within the scope of his competence;
- e) periodically listens to the information of the heads of administrative and other structural units of the University, conducts sessions at which he listens to the information of the University employees invited to attend the sessions about the educational and scientific process, domestic and foreign activities.
- f) on the basis of the substantiated submissions of the Faculty Council, decides the issue of the use of scientific-creative leave by the academic staff of the University, in accordance with the internal regulations of the University;
- g) agrees with the decision of the head of the administration to hire and dismiss the head of the auxiliary structural unit of the University, in accordance with the regulations of this structural unit;
- h) in agreement with the head of the administration, establishes and approves the staff list of the University by a joint order;
- i) Decides on other issues necessary for the effective management of the educational and scientific research activities of the University, in accordance with the legislation of Georgia, the present Statute and University regulations, if they do not represent the authority of another University management body, other structural unit or official.

3. In order to promote the activity of the Rector and to provide organizational support, the office of the Rector is created, the functions of which are determined by the regulations of the office of the Rector.

4. In accordance with the legislation of Georgia, in case of early termination of the Rector's authority, within 14 days, by secret ballot, the Academic Council elects the acting Rector for a period of no more than 6 months. The same person can be elected acting Rector only once.

*Order of the Minister of Education and Science of Georgia, March 17, 2011, No. 39/N - website, 24.03.2011.*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

*Order of the Minister of Education and Science of Georgia, June 14, 2016, No. 70/N - website, 15.06.2016.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

*Order No. 17/N of the Minister of Education, Science and Youth of Georgia, January 15, 2024 - website, 16.01.2024.*

#### **Article 14. Deputy Rector (deputies)**

- 1. The Rector has a deputy (deputies), who are appointed and dismissed by the Rector.
- 2. (Deleted - 12.10.2012, No. 227/N).
- 3. The competence of the deputy Rector (deputies) is additionally determined by the administrative-legal act of the Rector.

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

#### **Article 15. Status and Authority of the Head of Administration (Chancellor).**

1. The head of administration, also known as the chancellor, holds the highest administrative position responsible for managing the financial, material, and administrative resources of the University, and represents the University in financial and economic matters.
2. The responsibilities of the head of administration include: a) Leading the University administration. b) Conducting financial and economic transactions on behalf of the University within the framework of the institution's budget. c) Formulating the University administration structure and presenting it for approval to the Council of Representatives. d) Developing regulations for hiring support staff, determining their remuneration, and seeking approval from the Council of Representatives. e) Overseeing budget preparation by University faculties and unified budget approval by the representative council. e1) Overseeing budget preparations by independent scientific and research units and their submission to the representative council. f) Compiling **an annual report on completed work** for approval by the Council of Representatives. g) Issuing individual acts within their authority. h) Ensuring the legality and effectiveness of the University's financial and economic activities. i) Making decisions on the appointment and dismissal of auxiliary personnel and managing their employment contracts. k) Collaborating with the Rector to establish remuneration methods and amounts for specialists engaged in academic activities. k) Hiring and dismissing freelance support staff, managing their contracts, and determining their remuneration. m) Collaborating with the Rector to establish and approve the University's staff list. n) Granting representation authority to University employees for dealings with third parties, within their jurisdiction. n) Exercising other powers stipulated by the Statute, regulations, and relevant rules within their jurisdiction.
3. The head of administration is accountable to the Council of Representatives and the Academic Council.
4. Grounds for the early termination of the head of administration's tenure include: a) Repeated refusal by the Council of Representatives to approve the annual report and budget. b) A motivated decision by the representative council. c) Reasons for terminating the employment contract as outlined in the Labour Code of Georgia.
5. The head of administration is subject to the requirements of the law of Georgia concerning the fight against corruption.

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*Order of the Minister of Education and Science of Georgia, October 12, 2012, No. 227/N - website, 15.10.2012.*

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*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024, No. 17/N - website, 16.01.2024.*

## **Article 16. University Quality Assurance Service**

1. In order to ensure the systematic assessment of the quality of the educational and scientific-research work of the University, as well as the professional development of the staff, a quality assurance service is established, it operates in accordance with the **law of Georgia "On Higher Education"**, the present Statute and the regulations of the service, which is reviewed by the Academic Council under the guidance of the head of the service and the Council of Representatives approves.

2. Quality Assurance Service of the University:

a) contributes to ensuring a high level of teaching quality at the University by introducing modern methods of learning, teaching and evaluation (modules, credit system, etc.) and preparing self-assessment for the authorization/accreditation process, as well as ensuring a high level of research quality by introducing modern research methods;

b) develops the method of evaluation of the educational and scientific-research work of the University and submits it to the Academic Council for approval;

c) develops and submits to the Academic Council for approval the rules for internal evaluation of the scientific-research activity of the independent scientific-research unit of the University, which must be based on international standards for the evaluation of scientific-research activity (participation of foreign evaluators in the evaluation process, use of various forms of scientific bibliometrics, etc.);

d) provides internal and external assessment procedures in order to improve the quality of teaching at the University;

e) periodically monitors educational programs and develops relevant recommendations;

f) together with the relevant structures of the University, coordinates the mobility of students, the use of the credit-transfer system, the conclusion of agreements with higher educational and scientific-research institutions of foreign countries in the field of the University's activities (including the exchange of students);

g) provides quality assurance services of the faculties with providing information on the normative requirements related to quality assurance, as well as the changes made therein;

h) performs other powers defined by the legislation, University Statutes and service regulations.

3. the head of the quality assurance service of the University can be a professor or associate professor of the same University, who is approved for a period of 4 (four) years by the Council of Representatives on the recommendation of the Academic Council .

The Academic Council is authorized to determine additional requirements for the head of the quality assurance service of the University.

4. organizational, documentary and informational services of the Quality Assurance Service are provided by the Secretariat of the Quality Assurance Service, whose functions are determined by the service's regulations.

5. the quality assurance service of the University is accountable for its activities to the Academic Council and the representative council.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

## **Chapter V Faculty and Faculty Management Bodies**

### **Article 17. Faculty**

1. The faculty is the main educational unit of the University. The faculty may include educational, scientific-research (chair, scientific-research institute, laboratory, clinic, program direction, department, etc.) and auxiliary (library, etc.) structural units.

2. The structure of the faculty is determined by the Statute of the faculty, which is approved by the Council of Representatives upon submission of the relevant Faculty Council.

3. The Faculty "On Higher Education" implements training-educational, scientific-research programs and awards relevant academic degrees in accordance with the Georgian law, Statutes and regulations of the faculty.

4. In case of reorganization of the faculty, its representatives in the academic and representative councils are terminated and elections are announced to elect the representatives of the reorganized faculty/faculties. Until the elections, the councils will continue to work with their old composition.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011.*

### **Article 18. Management bodies of the faculty**

Management bodies of the faculty are (managing entities): Faculty Council, dean, quality assurance service of the faculty.

### **Article 19. Status and authority of the Faculty Council**

1. The Faculty Council consists of all members of the faculty's academic staff and the faculty's student self-government representatives, whose number cannot be less than  $\frac{1}{4}$  of the council's composition.

2. (Deleted - 17.03.11 No. 39/N).

3. Faculty Council:

a) determines and submits the budget of the faculty to the head of administration;

b) on the basis of free and equal elections, by secret ballot, the majority of the list elects the dean of the faculty;

- c) on the recommendation of the dean, develops and submits to the Academic Council of the higher educational institution for approval the strategic plan for the development of the faculty, training and scientific-research programs;
- d) on the proposal of the dean, develops and submits for approval to the Academic Council of the University the strategic plan for the development of the faculty, educational and scientific-research programs;
- e) develops the regulations of the Dissertation Council and submits it to the Academic Council for approval;
- f) is authorized to consider the issue of early termination of the dean's authority at the request of at least 1/3 of the members of the Faculty Council, on the basis of the dean's violation of Georgian legislation, improper performance of the duties assigned to the dean, and/or activities unsuitable for the dean. The decision on early termination of the dean's term of office shall be made by secret vote, by the majority of the members. The dean does not participate in the voting provided for in this subsection. Appealing the decisions made on these issues does not result in the suspension of the contested act;
- g) elects the dean of the faculty and the head of the quality assurance service, and in the case of termination of the dean's authority before the term, appoints the acting dean;
- h) exercises other powers determined by the legislation of Georgia, the University Statute, internal regulations and faculty regulations.

4. The Faculty Council adopts individual administrative-legal act - decision within its competence.

5. The Faculty Council is authorized to accept also the application and submission signed by the dean.

6. (Deleted - 12.10.2012, No. 227/N).

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

## **Article 20. Convocation of the Faculty Council meeting and decision-making procedure**

- 1. The procedure for preparing, conducting and making decisions of the sessions of the Faculty Council is determined by this Statute and the faculty regulations.
- 2. Sessions of the Faculty Council are held within the terms defined by the Faculty Council Regulations. An extraordinary meeting can be convened at the initiative of the dean of the faculty, 1/3 of the members of the Faculty Council, 1/3 of the members of the Academic Council, 1/3 of the members of the Council of Representatives or the Rector of the University.
- 3. The meeting of the Faculty Council is authorized if more than half of the full membership is present.
- 4. Faculty Council meetings are chaired by the dean of the faculty.
- 5. The decision will be considered adopted if the majority of the members participating in the session vote for it.

6. The Faculty Council elects the secretary of the council from among its members by the majority of the full membership.
7. Minutes of each meeting of the Faculty Council are drawn up according to the rules established by the faculty regulations.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

#### **Article 21. Status and authority of the quality assurance service of the faculty**

1. To ensure systematic evaluation of educational and scientific research activities, as well as the competence of academic staff, a quality assurance service is established within the University's faculty, operating in accordance with the faculty's regulations.
2. Functions of the faculty's quality assurance service include:
  - a) Establishing collaborative relationships with relevant services and higher education institutions in foreign countries to define transparent quality assessment criteria and methodologies.
  - b) Regularly monitoring educational programs and providing recommendations according to procedures outlined by the University's quality assurance service.
  - c) Facilitating student mobility and ensuring proper utilization of the credit transfer system within the faculty.
  - d) Undertaking necessary measures for the faculty's authorization/accreditation process.
  - e) Exercising other duties stipulated by law and faculty regulations.
3. Members of the faculty's quality assurance service may be professors or associate professors who are part of the Faculty Council.
4. The composition and responsibilities of the faculty's quality assurance service are delineated by the faculty's Statutes, which are ratified by the Council of Representatives, in collaboration with the Academic Council upon submission by the Faculty Council.
5. The head of the faculty's quality assurance service, elected for a term of four years, must be a member of the Faculty Council, holding the rank of professor, associate professor, or assistant professor with a doctoral degree.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

#### **Article 22. Status and authority of the dean of the faculty**

1. The dean of the faculty is the highest administrative official of the faculty who leads the faculty, directs the activities of the Faculty Council and represents the faculty in relations with third parties.
2. A professor or an associate professor of the same faculty will be elected by the Faculty Council as dean for a term of 4 years. The same person can be elected to the position of dean only twice. In case of early termination of the dean's authority, the Faculty Council appoints an acting dean.

3. Dean elections are announced one month before the registration of candidates. Elections are held in accordance with the Law of Georgia "On Higher Education" and the rules established by Chapter VI of this Statute. For registration in the University Election Commission, the candidate must submit the documentation determined by the relevant Faculty Council of the University.

4. Faculty dean:

- a) ensures the effective course of educational and scientific activities at the faculty;
- b) submits the faculty development plan, educational and scientific-research programs to the Faculty Council for consideration;
- c) develops and submits to the Faculty Council for approval the structure and regulations of the faculty;
- d) within the scope of his competence, he is responsible for the implementation of the decisions of the representative council, the Academic Council and the Faculty Council;
- e) issues individual legal acts within its competence;
- f) chairs the sessions of the Faculty Council. In the absence of the dean, the session is chaired by one of the members or an academic person elected from among the members of the Faculty Council;
- g) in accordance with the law and Statutes "On Higher Education" is responsible for the targeted use of the faculty's budget;
- h) exercises other powers granted to him by this Statute and the legislation of Georgia.

5. (Deleted - 17.03.11 No. 39/N).

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011.*

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

### **Article 23. Deputy dean of the faculty (deputies)**

1. The dean of the faculty has a deputy (deputies), who are appointed and dismissed by the Rector of the University on the recommendation of the dean.

2. (Deleted - 12.10.2012, No. 227/N).

3. The number of deputy deans, their functions and competence are determined by the regulations of the faculty.

4. The deputy dean fulfills the duties of the dean in his absence, directs certain directions of the faculty's activities and performs individual tasks of the dean.

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

### **Article 24. Dissertation Council**

1. The Dissertation Council is the body awarding the academic degree of doctor, which is formed at the faculty according to the relevant field/specialty, from professors and associate professors. In addition to them, representatives of persons with relevant fields/specialties from Georgia and abroad may be included in the dissertation councils

of the faculties, in accordance with the criteria and rules determined by the Academic Council of the University.

2. The Academic Council of the University makes the decision on the creation of the dissertation council/councils.

3. The procedure and activities of forming dissertation councils, electing the chairperson of the council and activities are determined by the relevant regulation, which is approved by the Academic Council of the University upon submission of the Faculty Council.

4. The University is authorized to sign an agreement with a scientific-research institution for the implementation of doctoral educational programs.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011.*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

## **Chapter V (1)**

**The independent scientific-research unit of the University, its management, activities and the procedure for electing representatives in the Academic Council /representative council**

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

### **Article 24 (1). Authority of the independent scientific-research unit of the University**

An independent scientific-research unit has the right to carry out:

- a) fundamental and applied scientific research activities;
- b) consulting and expert activities in the manner established by the legislation of Georgia;
- c) in agreement with the Rector of the University and the head of the administration:
  - c.a) to organize scientific conferences and other scientific events;
  - c.b) cooperate with Georgian and foreign scientific research institutions;
  - c.c) to participate in international scientific events;
- d) in accordance with the rules defined by the Academic Council of the University:
  - d.a) to participate in the preparation and implementation of higher educational programs of the University, as well as in the execution of bachelor's and master's theses and dissertations by students;

- d.b) to involve students in scientific-grant projects in local and international scientific conferences and scientific research events;
- e) to carry out other activities stipulated by the legislation of Georgia and the regulations of independent scientific-research units.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

#### **Article 24 (2). Structure and management of the independent scientific-research unit of the University**

1. The structure of the independent scientific-research unit of the University may include basic and auxiliary structural units.
2. The management bodies of the independent scientific-research unit of the University are the scientific council of the independent scientific-research unit of the University and the director of the independent scientific-research unit of the University.
3. Scientific and non-scientific structural units of the independent scientific-research unit of the University, the rules of their management and activity are determined by the regulation of the independent scientific-research unit of the University. The Statute of the independent scientific-research unit of the University is approved by the representative council.
4. The head of the scientific structural unit of the independent scientific-research unit of the University is selected by the scientific council based on an open competition and approved by the director in accordance with the regulations of the independent scientific-research unit of the University. The head of the scientific structural unit of the independent scientific-research unit of the University can be chosen by a person who meets the requirements established for the chief scientific employee or senior scientific employee of this independent scientific-research unit. If a person does not hold the position of chief scientific employee or senior scientific employee of an independent scientific-research unit of the University, in case of being elected to the position of the head of the scientific structural unit of an independent scientific-research unit of the University, he is also considered to have been elected to the appropriate scientific position.
5. The procedure for choosing/appointing the head of the non-scientific structural unit of the independent scientific-research unit of the University is determined by the Statute of the independent scientific-research unit of the University.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011.*

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*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

**Article 24 (3). The scientific council of the independent scientific-research unit of the University**

1. The main scientific employees of the independent scientific-research unit of the University form the scientific council of the independent scientific-research unit of the University.
2. Scientific council of the independent scientific-research unit of the University:
  - a) discusses and resolves issues of scientific management and development of an independent scientific-research unit;
  - b) in case of implementation of the higher education program, participates in the process of monitoring the performance of the research component;
  - c) performs other functions provided for by this law, other legislative and by-law acts of Georgia and the Statute of the independent scientific-research unit.
3. The activity of the scientific council of the independent scientific-research unit of the University is 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 of the University, the term of office, the procedure for election and termination of the authority are determined by the regulations of the independent scientific-research unit of the University.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

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**Article 24 (4). Director of the independent scientific-research unit of the University**

1. The activity of the independent scientific-research unit of the University is managed by the director of the independent scientific-research unit of the University.
2. The candidature of the director of the independent scientific-research unit of the University for a period of 5 years will be selected by the scientific council of the independent scientific-research unit of the University and submitted to the Academic Council for approval. In case of justified refusal of the Academic Council to approve the candidature, the scientific council of the independent scientific-research unit of the University will present the same candidate or select another candidate. In case of repeated refusal of the Academic Council to approve the candidacy, the acting director of the independent scientific-research unit of the University is appointed by the Rector. The acting director of the independent scientific-research unit of the University is appointed by the Academic Council before the candidacy of the director of the independent scientific-research unit of the University is approved.
3. The position of the director of the independent scientific research unit of the University can be held by a person who meets the requirements for the chief scientific employee of this independent scientific research unit and whose age does not exceed 65 years. If a person does not hold the position of chief scientific employee of an independent scientific-research unit, in case of holding the position of director of an independent scientific-research unit of the University, he is also considered elected to

the position of chief scientific employee. Attainment of the age of 65 years does not result in termination of directorship.

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

5. The procedure for selecting the candidacy of the director of the independent scientific-research unit of the University and the powers of the director are determined by the regulation of the independent scientific-research unit of the University.

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

**Article 24 (5). Procedure for electing representatives from the independent scientific and research units of the University in the Academic Council and the representative council**

1. One representative from each independent scientific-research unit of the University is included in the Academic Council and Council of Representatives of the University.

2. A representative of the scientific staff will be elected by the scientific staff of the independent scientific-research unit of the University as a member of the Academic Council of the University.

3. A representative of the scientific staff will be elected as a member of the Council of Representatives by the administrative and scientific staff of the independent scientific-research unit of the University.

4. It is not allowed:

a) the same person should be a representative of two or more independent scientific-research units in the Academic Council and Council of Representatives of the University;

b) the same person should be the representative of the independent scientific-research unit both in the Academic Council of the University and in the Council of Representatives of the University;

c) elect the director of the independent scientific-research unit as a member of the representative council;

d) A person holding both academic and scientific positions at the University should represent both the relevant faculty and the scientific-research unit in the academic and representative councils.

5. The procedure for conducting elections of representatives from independent scientific-research units in the Academic Council and the Council of Representatives is established by the regulations of each independent scientific-research unit of the University.

6. The election of representatives from the independent scientific-research unit of the University in the Academic Council and Council of Representatives of the University, except for the exceptions provided by this article and the Statute of the independent scientific-research unit, is regulated by Chapter VI of the present Statute.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

## **Chapter VI**

### **The procedure for choosing University management bodies**

#### **Article 25. Regulation of announcing and holding elections in the University**

1. The announcement and conduct of elections of University and faculty management bodies, the director of an independent scientific-research unit, the head of the library are regulated by this Statute and the "University election regulations" approved by the Academic Council of the University.
2. The "University election regulations" define the rights and duties of forming electoral lists, making ballot papers, ballot boxes, organization/procedures of elections, summarizing election voting results, voiding ballots and forming summary protocols, obtaining observer status and rights and duties, drawing up violation protocols, elections Regulation of declaration of results and appeals.
3. Elections of the Academic Council and the Council of Representatives of the University are announced by the order of the Rector of the University.
4. The election of the Rector of the University, the head of the administration, the head of the quality assurance service and the director of the independent scientific-research unit is announced by the resolution of the Academic Council.
5. Legal acts on the announcement of elections are published publicly, on the website of the University, as well as on information boards located in prominent places of the University, faculties and institutes.

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

#### **Article 26. Election commissions**

1. University and faculty election commissions are established for the purpose of holding elections in the University.
2. The number of members of the University Election Commission is odd. The University Election Commission consists of at least 5 members. The number and composition of the members of the University election commission and the faculty election commission are determined by the individual administrative-legal act of the Rector.
3. Members of the University Election Commission are appointed by the Rector. The commission should include a representative of the student self-government. A representative of society can also be appointed as a member of the commission.
4. The powers of the University and faculty election commissions are determined by the "University election regulations".
5. The chairman of the University election commission shall be elected at the first session of the commission from its composition by the majority of votes of the members

of the commission, by secret ballot. The chairman of the University and faculty election commission heads the commission sessions, signs the decisions made by the commission and exercises other powers.

6. At the very first meeting of the commission, any member of the commission will be elected as the secretary of the University commission by secret ballot and by the majority of those present. The secretary of the commission establishes the agenda of the commission's meetings and the minutes of the session, registers the correspondence received by the election commission, registers the candidates who want to participate in the elections and gives them relevant notices, prepares the summary minutes of the election results and exercises other powers assigned to him.

7. It is possible that the members of the University and faculty election commissions (chairman, secretary and other members of the commission) receive remuneration for the performance of their functions in accordance with the University budget, the amount of which is determined by the head of administration.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

#### **Article 27. Election commission of the faculty**

1. The faculty election commission is established by the order of the Rector. Its composition is determined by at least 5 members. The faculty election commission includes a representative of the student self-government from the relevant faculty.

2. The chairman of the Faculty Election Commission is elected from among its members, by secret ballot, with the majority of votes. The chairman of the election commission of the faculty makes decisions on issues within his competence.

3. The secretary of the faculty election commission ensures the work of the commission and exercises other powers assigned to him.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

#### **Article 28. Incompatibility of interests**

A member of the University and faculty election commission cannot be an administrative official of the University, as well as a candidate for membership of the University management body.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

#### **Article 29. Rules of registration of candidates for election in management bodies**

1. The registration of candidates is carried out by the University Election Commission, which is authorized to charge the Faculty Election Commission with ensuring the registration organization.

2. The term of registration of the candidates to be elected in management bodies is determined by at least 5 working days. In case of refusal to register a candidate, the election commission is obliged to indicate the defect in the submitted documentation. The candidate has the right to eliminate the defect within the period specified for the registration of candidates.

3. The terms and procedure for appealing the election commission's decision on the refusal to register a candidate, as well as the election commission's review of the appeal, are determined by the election regulations.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

### **Article 30. The procedure for electing the Faculty Council**

1. (Deleted - 17.03.11 No. 39/N).

2. The number of student self-government representatives in the Faculty Council is determined by the faculty regulations, but cannot be less than 1/4 of the council's composition.

3. If the number of members of the student self-government of the faculty exceeds the number specified in paragraph 2 of this article, then the election commission of the relevant faculty ensures the conduct of elections of members of the student self-government in the Faculty Council in accordance with the rules established by this chapter.

4. Representatives of the student self-government will be elected to the Faculty Council. The Faculty Council meets no later than 5 days after the election of representatives to the Faculty Council by the student self-government.

5. The Faculty Council recognizes its authority immediately after the first meeting.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

### **Article 31. Procedure and composition of the Council of Representatives election**

1. The Council of Representatives is elected from the main units of the institution - faculties, on the basis of representation by students and academic staff separately, in proportion to their number on the main educational unit. The minimum number of members of the Council of Representatives cannot be less than twice the number of members of the Academic Council.

2. The Council of Representatives is elected within the University on the basis of universal, equal, direct elections by secret ballot, according to the procedure established by this chapter.

3. Students make up one third of the full composition of the representative council. The assistant participates in the elections as a student. To determine the number of students, rounding is done in favor of students.

4. The number of faculty representatives in the Council of Representatives is determined by the order of the Rector, in proportion to the number of students and academic staff at the faculties.
5. The Council of Representatives includes the head of the University library elected by the majority of the full composition of the Academic Council, as well as a representative elected from each independent scientific-research unit of the University in the manner determined by this Statute.
6. Representatives of administrative and support staff, as well as members of the Academic Council, cannot be elected to the representative council.
7. The term of office of the Council of Representatives member is 4 years.
8. (Deleted - 12.10.2012, No. 227/N).

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

#### **Article 32. Rules of registration of candidates to be elected to the representative council**

1. Students in the Council of Representatives are elected by all students of the faculty, including the assistant.
2. The representatives of the academic staff in the Council of Representatives are elected by the academic staff of the faculty, except for the assistant. The representatives of the scientific staff of the independent scientific-research unit of the University are elected to the Council of Representatives by all the representatives of the scientific staff of this unit.
3. The University Election Commission carries out the registration of the candidates to be elected to the Representative Council.
4. (Deleted - 24.05.2019, No. 93/N).
5. (Deleted - 24.05.2019, No. 93/N).

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

#### **Article 33. Declaration of authority of the representative council, election of the speaker and secretary and termination of authority**

1. The first meeting of the Council of Representatives is convened by the Rector of the University no later than 5 days after the publication of the final election results.

2. The first session is chaired by the senior member of the representative council. The meeting is valid if the majority of the list is present. At the same session, the authority of the newly elected Council of Representatives is recognized.
3. The Council of Representatives elects the speaker, by secret ballot, with the majority of the list of members of the council. The secrecy of the vote is ensured by the election commission of the University, to which the candidature of the speaker is submitted by at least 10 percent of the elected members of the representative council, no later than 3 days after the publication of the final results of the election of the representative council.
4. In the case of presenting two or more candidates for the Speaker of the Representative Council, if none of them received the votes of the majority of the List composition of the Representative Council, on the same day, repeated voting is held between the two candidates with the most votes. One third of the list of members. The same rule applies if one candidate participates in the voting. If in such cases the Speaker cannot be elected, a re-voting shall be held no later than 5 working days, in which the other candidate(s) presented by at least 10 percent of the elected members of the Council of Representatives within 3 working days after the last voting shall take part.
5. Within 2 weeks after the election of the speaker of the University, the information about his identity will be submitted to the Ministry for registration.
6. The secretary of the Council of Representatives is elected from among the members of the council for the term of office of this council.
7. Grounds for early termination of the powers of the Speaker and Secretary of the Council of Representatives are:
  - a) personal desire;
  - b) entry into legal force of the guilty verdict issued against him by the court;
  - c) death;
  - d) to be recognized by the court as having limited capacity or to be recognized as a recipient of support, unless otherwise determined by the court's decision;
  - e) Dismissal from University academic position.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

*Order of the Minister of Education, Science, Culture and Sports of Georgia, November 7, 2019 No. 218/N - website, November 7, 2019.*

*Order of the Minister of Education and Science of Georgia, June 15, 2023 No. 46/N - website, 15.06.2023*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

**Article 34. Premature termination of the authority of a member of the representative council**

1. The grounds for premature termination of the authority of a member of the Council of Representatives are:

- a) personal desire;
- b) entry into legal force of the guilty verdict issued against him by the court;
- c) death;
- d) to be recognized by the court as having limited capacity or to be recognized as a recipient of support, unless otherwise determined by the court's decision;
- e) dismissal from the academic position of this institution or termination of student status;
- f) (Deleted - 17.03.11 No. 39/N).

2. It is not allowed to elect a student instead of a member of the academic staff who has been terminated, and vice versa.

3. In the case of termination of the mandate of a member of the Council of Representatives before the term of office, the candidate who has collected the most number of votes after the terminated member in the relevant elections becomes a member of the Council of Representatives for the term of office. In the absence of such, elections are held to elect the appropriate representative for the remaining term of the suspended member.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

### **Article 35. Registration of candidates for membership of the Academic Council**

1. A member of the University's relevant Faculty Council, a professor or an associate professor, will be elected as a member of the Academic Council. A person can be elected as a member of the Academic Council only twice in a row.

1 1. The Academic Council consists of one representative from each independent scientific-research unit of the University, elected in accordance with this Statute.

2. (Deleted - 24.05.2019, No. 93/N).

3. (Deleted - 24.05.2019, No. 93/N).

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

**Article 36. Voter of the Academic Council, notification of the authority of the Academic Council and premature termination of the authority for a member**

1. All members of the faculty's academic staff and members of the Faculty Council's student self-government representatives have the right to vote in the Academic Council elections.
2. The Academic Council recognizes its authority at the first meeting, which is held within 5 days after the publication of the final election results.
3. The grounds for premature termination of the authority of a member of the Academic Council are:
  - a) personal desire;
  - b) entry into legal force of the guilty verdict issued against him by the court;
  - c) death;
  - d) being recognized by the court as having limited capacity or receiving support, unless otherwise determined by the court's decision;
  - e) dismissal from the academic position of the faculty from which he was elected to the Academic Council ;
  - f) Holding an academic or administrative position in another higher educational institution.
4. In case of premature termination of the term of office of the member of the Academic Council , the candidate who has collected the most number of votes after the terminated member in the relevant elections becomes the member of the Academic Council for the term of the term of office. In the absence of such, elections are held to elect the appropriate representative for the remaining term of the suspended member.
5. In the case of termination of the Rector's authority, the status of the member of the Academic Council is terminated.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

**Article 37. Announcement of Rector elections**

1. The Academic Council announces the election of the Rector and publishes an announcement on the registration of candidates for the post of Rector.
2. The announcement mentioned in the first paragraph of this article is published by the Academic Council of the University at least 1 month before the start of the registration of candidates, according to the rules established by the legislation of Georgia and these regulations, observing the principles of transparency, equality and fair competition.
3. The statement of the Academic Council on the announcement of the Rector's election should be posted on the official website of the University, as well as on the information board of the administrative building of the University, in order to provide publicity and access to interested persons.

4. The statement of the Academic Council on the announcement of the election of the Rector must contain information about the start and end dates of the registration of candidates, the criteria defined for holding the post of Rector, the documentation to be presented, the review of the action plan presented by the candidate, and the dates of the elections, including the start and end time of voting on the day of the election.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

#### **Article 38. Registration of the University Rector candidate**

1. A candidate eligible to run for University Rector must possess a doctoral degree or an academic credential of equal stature.
2. The process for candidates to register for the Rector position commences one month following the official announcement of the election, overseen by the University Election Commission.
3. To complete registration, candidates must submit the requisite documentation outlined by the University's Academic Council.
4. Individuals who have served as the University's administrative head may qualify for Rector candidacy after the lapse of one term in office as administrative head.
5. (Deleted - 24.05.2019, No. 93/N).

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

#### **Article 39. Election of the Rector**

1. The election of the University's Rector takes place no less than one week after candidates register for the position.
2. During the candidate selection process preceding the Rector's election, the Academic Council assesses the action plan presented by each candidate.
3. Candidates are required to publicly present their action plans to the Academic Council
4. The Rector of the University is elected by a majority vote of the Academic Council members through secret ballot, serving a term of 4 years. The Rector cannot hold office for more than two consecutive terms, with each term not exceeding 2 terms of the basic educational level duration.
5. The University's election commission oversees the Rector's election process.
6. In case a Rector is not elected, the Academic Council appoints an acting Rector via secret ballot for a maximum term of 6 months within 14 days. The same individual may only serve as acting Rector once.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order of the Minister of Education and Science of Georgia, May 27, 2014 No. 60/N - website, 27.05.2014.*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

#### **Article 40. Selection of candidates for the head of the administration**

1. The Academic Council announces the election of the head of the administration and publishes the announcement on the University's website.
2. The resolution of the Academic Council on the announcement of the election of the head of the administration reflects the deadlines for the start and end of the registration of candidates, the criteria defined for holding the position of the head of the administration, the list of documents to be submitted, the dates of the review of the action plan presented by the candidate and the dates of the elections, including the start and end time of voting on the election day.
3. Registration of candidates takes place within at least 5 working days. In case of refusal to register, the decision of the Election Commission will indicate the defects in the documents submitted by the candidate. The candidate has the right to correct the defect within the period specified for the registration of candidates.
- 3 (1). The University Election Commission ensures the registration of applications for the candidacy of the head of the University administration and the secrecy of his selection by the Academic Council in the manner of the competition.
4. The Academic Council will consider the received applications within 20 days, inform about the candidacies and, by secret voting, will present the selected candidacy to the representative council.
5. The Academic Council's refusal to submit a candidate to the Council of Representatives must be in writing.
6. The decision provided for in paragraph 5 of this article is appealed according to the procedure established by the legislation.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

#### **Article 41. Approval of the head of the administration by the council of representatives**

1. The Council of Representatives confirms the head of the administration via secret ballot within 10 days following nomination by the Academic Council, with the approval of the majority of its members.
  2. The University's election commission oversees the voting process and announces the election results publicly on the day of the elections.
  3. If a candidacy is not approved by the representative council, the Academic Council has the option to resubmit either a new or the same candidacy to the Council of Representatives within one week.
  4. Should the candidacy not receive approval again, the Academic Council will proceed with the selection process outlined in this chapter and present the newly selected candidacy, based on competition, to the representative council.
  5. The term of office for the head of the administration is four years.
  6. The same individual may serve as head of the administration for a maximum of two consecutive terms.
  7. A former Rector of the University may only be elected as head of the administration after their tenure as Rector has ended, following the completion of one term of office as Rector.
8. (Deleted - 17.03.11 No. 39/N).

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011.*

#### **Article 42. Election of the head of the quality assurance service of the University**

1. The head of the quality assurance service of the University is approved by the representative council, on the recommendation of the Academic Council. The position of head of the quality assurance service can be held by a University professor or an associate professor.
2. The Academic Council of the University announces a competition and publishes it on the website of the University to select the candidates by the majority of the list, with a secret vote of the head of the quality assurance service of the University. The decision of the Academic Council on the announcement of the competition reflects the criteria defined for holding the position of the head of the quality assurance service, the list of documents to be presented, the dates of the review of the action plan presented by the candidate and the selection of candidacy, including the start and end time of the voting.
3. Within 10 days from the end of the deadline for receiving applications, the Academic Council will select a candidate and submit it to the Council of Representatives for approval.
4. The Council of Representatives approves the candidacy of the head of the quality assurance service of the University within 5 days by the majority of its members.
5. In case the Council of Representatives does not approve the candidacy of the head of the quality assurance service of the University, the Academic Council announces a new competition and presents a new selected candidate to the representative council, which cannot be a candidate not approved by the representative council.
6. When announcing the repeated candidature selection competition, the terms established by this chapter shall be used.

7. The University Election Commission shall ensure the secrecy of the registration of applications for the head of the quality assurance service of the University and the confidentiality of his selection by the Academic Council.

8. In case of early termination of the authority of the head of the quality assurance service of the University, the procedure provided for in this chapter is carried out.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

#### **Article 43. Election of the Head of Quality Assurance Service of the Faculty**

1. The head of the quality assurance service of the University presents to the Faculty Councils the candidatures of the head of the quality assurance service of the faculty.

2. One or more candidates may be submitted to the faculty.

3. Within 5 days from the submission of candidacy/candidates, the Faculty Council elects the head/heads of the quality assurance service of the faculty by the majority of the members, which is formed in the form of the decision of the Faculty Council.

4. In the event that the Faculty Council does not select a candidate, the head of the quality assurance service of the University will submit a new candidate within 3 days.

5. The secrecy of candidate selection by the Faculty Council is ensured by the election commission of the University.

#### **Article 43 (1). Election of the dean of the faculty**

1. The statement of the Faculty Council on the announcement of the election of the dean of the faculty is published on the website of the University, one month before the start of the registration of candidates.

2. The announcement of the election of the dean of the faculty must contain information about the start and end dates of the registration of candidates, the criteria defined for holding the position of the dean of the faculty, the documentation to be presented, the review of the action plan presented by the candidate, and the dates of the dean's election, including the start and end time of voting.

3. The Faculty Council elects the dean of the faculty by the majority of its members. In the case of two or more candidates, if none of them received the votes of the majority of the members of the Faculty Council, no earlier than the 3rd and no later than the 5th working day after the election, the 2nd round of the dean's election must be held, in which the two candidates with the best results in the first round will participate.

4. As a result of the 2nd round of dean's elections, the candidate who receives more votes of the members of the Faculty Council, but not less than one third of the list composition of the Faculty Council, will be considered elected.

5. If the candidates receive an equal number of votes in the second round of elections, the candidate who received more votes in the first round will be considered elected. If the winning candidate is not identified in the second round, re-election of the dean of the faculty will be announced, in accordance with the rules established by this Statute.  
*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

**Article 44. (Deleted)**

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

**Article 45. Lists of voters**

1. In order to conduct elections of University/faculty management bodies, electoral (voter) lists are established by the dean of the relevant faculty, based on the data about students and academic staff reflected in the higher education management information system.

2. In order to hold elections for the management bodies of the independent scientific-research unit of the University, the electoral (voter) lists are drawn up by the structural unit responsible for human resources management of the University, based on the available data on the scientific staff of the relevant independent scientific-research unit.

3. Electoral lists for academic/scientific staff and students are drawn up separately. The data of all active students of the faculty will be included in the electoral lists of students.

4. The election regulations of the University determine the information to be included in the voter lists, in compliance with the requirements of the present regulations.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

**Article 46. (Deleted)**

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

**Article 47. (Deleted)**

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

**Article 48. Organization of elections**

1. The costs related to the organization and conduct of elections are covered by the University.
2. The start and end period of voting (voting) on the election day of University/faculty/independent scientific-research unit management bodies and other issues related to the organization of elections are determined by the election regulations of the University.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order No. 17/N of the Minister of Education, Science and Youth of Georgia, January 15, 2024 - website, 16.01.2024.*

**Article 49. (Deleted)**

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order No. 17/N of the Minister of Education, Science and Youth of Georgia, January 15, 2024 - website, 16.01.2024.*

**Article 50. (Deleted)**

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order No. 17/N of the Minister of Education, Science and Youth of Georgia, January 15, 2024 - website, 16.01.2024.*

**Article 51. (Deleted)**

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order No. 17/N of the Minister of Education, Science and Youth of Georgia, January 15, 2024 - website, 16.01.2024.*

**Article 52. (Deleted)**

*Order No. 17/N of the Minister of Education, Science and Youth of Georgia, January 15, 2024 - website, 16.01.2024.*

**Article 53. (Deleted)**

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

*Order No. 17/N of the Minister of Education, Science and Youth of Georgia, January 15, 2024 - website, 16.01.2024.*

**Article 54. Publication of final results**

1. The election commission of the University publishes the final results of the elections on the official website of the University and on the information board at the chancellery.

2. The final results of the elections come into force immediately after publication.

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

## **Chapter VII University Staff**

### **Article 55. Personnel**

The University has: academic, scientific, administrative and support staff.

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

### **Article 56. Academic staff**

1. The University's academic staff consists of professors, associate professors, assistant professors and assistants.

2. (Deleted - 17.10.2017, No. 182/N).

3. Professors participate and/or lead the educational process and scientific researches, and the assistant, under the guidance of a professor, associate professor or assistant professor, carries out seminar and research work within the current educational process in the main educational unit.

4. The Academic Council determines the maximum workload of the academic staff and approves the representative council.

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

*Order of the Minister of Education and Science of Georgia, October 17, 2017 No. 182/N - website, October 18, 2017.*

### **Article 57. Rules for holding an academic position**

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

2. The competition is announced by the order of the Rector of the University, in accordance with the rules for hiring academic staff. The legal act announcing the competition defines the vacant positions, the deadline for receiving applications from contestants (start and end dates of registration), the list of documents to be submitted, the terms of the competition, the deadlines for conducting the competition, publishing the results and signing employment contracts with the winning contestants. The order of the Rector and the announcement of the competition are published for publicity and access to interested persons at least 1 month before receiving the applications of the contestants on the official website of the University and in places visible to everyone in the University.

3. The academic staff selection competition is held in accordance with the academic staff hiring procedure developed by the Academic Council and approved by the representative council. The Academic Council of the University approves the composition of the competition and appeal commissions on the recommendation of the

Rector, and the results of the conducted competition - on the recommendation of the competition commission.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

#### **Article 58. Conditions for being elected to an academic position**

1. For the position of professor:

a) For a period of 6 years, a person with a doctorate or an equivalent academic degree, who has at least 6 years of experience in scientific-pedagogical work and meets the conditions determined by the procedure for hiring academic staff approved by the decision of the Council of Representatives of the University, will be elected;

b) A person may be elected for life who meets the requirements set forth in subsection "a" of this clause and who has special professional achievements and/or scientific achievements (for example, has scientific publications in leading local and international journals and other publications, has participated in national and international scientific - in research projects and others). A professor elected for life is subject to attestation once in 5 years according to the procedure established by this Statute.

2. A person with a doctor's degree or an academic degree equivalent to it, who has at least 3 years of scientific-pedagogical experience, can be elected to the position of associate professor.

3. A person with a doctor's degree or equivalent academic degree can be elected to the position of assistant professor for a period of 4 years.

4. A doctoral student can be elected to the position of assistant for a period of 3 years.

5. It is allowed to occupy the academic positions provided for in paragraphs 1 - 4 of this article by professionally qualified personnel. In this case, the qualification of the 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 appropriate qualifications.

6. According to the conditions and requirements specified in paragraph 5 of this article, the procedure for holding an academic position is determined by the procedure for hiring academic staff of the University.

*Order of the Minister of Education and Science of Georgia, June 26, 2009 No. 435-SSMIII, No. 81, 01.07.2009, Art. 875*

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

*Order of the Minister of Education and Science of Georgia, October 17, 2017 No. 182/N - website, October 18, 2017.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

#### **Article 59. Labour relations of academic staff**

1. Labour contracts with academic staff are concluded in accordance with the Labour Code of Georgia and the Law of Georgia on "Higher Education" for the period specified in this Statute.

2. The Academic Council of the University makes a decision on the possibility of electing a person who has reached the age of 65 to an academic position by two-thirds of its members.

(Paragraph 2 of Article 59 was declared void) - Ruling of the Constitutional Court of Georgia of February 22, 2023 No. 1/4/1691 - website, 01.03.2023.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Decision No. 1/4/1691 of the Constitutional Court of Georgia, February 22, 2023 - website, 01.03.2023.*

*Order of the Minister of Education and Science of Georgia, June 15, 2023 No. 46/N - website, 15.06.2023.*

#### **Article 60. Rights of academic staff**

1. Academic staff has the right to:

a) to participate in the management of the University in accordance with the Law of Georgia "On Higher Education" and this Statute;

b) to carry out teaching, research, creative activities and publication of scientific works without interference;

c) within the framework of the educational program, independently determine the content of the training course programs (syllabi), teaching methods and means;

d) for the purpose of professional development, to take a scientific-creative leave once in 5 years, for the period and according to the rules established by the internal regulations of the University;

e) exercise other powers granted to him by the legislation of Georgia and this Statute.

2. Academic staff is obliged to:

a) to comply with the requirements of the Law of Georgia "On Higher Education" and this Statute;

b) to follow the internal rules and ethics code of the University;

c) to fulfill the duties imposed by the labour contract;

d) after the end of the scientific-creative leave, submit a report on the work carried out;

e) to provide the police and/or other authorized bodies with the personal information provided by Article 43, Clause 4 of the Law of Georgia "On Higher Education", which

refers to the fact of the possible commission of violence against women and/or domestic violence, if there is a danger of repeating the violence.

3. The higher educational institution ensures the freedom of scientific teaching and research of the academic staff and creates appropriate conditions for its activities.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, October 17, 2017 No. 182/N - website, October 18, 2017.*

#### **Article 61. Dismissal from academic position**

The grounds for dismissal/termination of employment of an academic official are:

- a) personal statement;
- b) expiration of the fixed-term employment contract;
- c) conferring the title of emeritus;
- d) the case stipulated by the legislation of Georgia, the internal regulations of the University, the code of ethics and/or the labour contract.

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

#### **Article 62. Academic titles, the rules and conditions of their awarding**

1. The Academic Council of the University may, on the recommendation of the Rector, the Faculty Council or an independent scientific-research unit of the University, award the academic title of honorary doctorate to a scientist or a public figure for special merit.

2. The Academic Council of the University may, on the recommendation of the Faculty Council, grant the academic rank of emeritus to a person who has reached the age of 65, who meets the following requirements at the time of the nomination:

- a) holds the position of a professor and has at least 6 years of experience in this position;
- b) has at least 25 years of experience working in a scientific-pedagogical position at a University, including a scientific and/or educational institution integrated with this University;
- c) He made a significant contribution to the development of the relevant field in the University with his educational and scientific activities.

3. The title of emeritus can be awarded to a person in compliance with the following terms:

- a) immediately after the expiration of the employment contract;
- b) no later than 15 days after the beginning of the educational process in the relevant semester or immediately after the end of the semester, at the initiative of the Faculty Council and with the consent of the professor, under the condition of dismissal of the professor;
- c) After signing the employment contract, no later than 2 months before the beginning of the 3rd academic year, on the basis of the application submitted by the professor elected for life, on the condition of dismissal of the professor.

4. The emeritus will be given a monthly monetary compensation determined by the resolution of the Academic Council of the University.
5. Commencement of remunerated labour activities at the University by the emeritus (except for hourly remunerated teaching activities and/or national and/or international grants obtained by the University and/or University-targeted scientific-research projects and/or other activities stipulated by the annual work plan of the independent scientific-research unit of the University without performing work, holding a competitive position of this unit or University) or holding an academic or administrative position in another higher educational and/or scientific-research institution, is the basis for termination of remuneration provided for in paragraph 4 of this article.
6. Other grounds for discontinuing the monthly cash payment for an emeritus are determined by the resolution of the Academic Council of the University.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order of the Minister of Education and Science of Georgia, June 17, 2013 No. 69/N - website, 18.06.2013.*

*Order No. 184/N of the Minister of Education and Science of Georgia, November 26, 2013 - website, 27.11.2013.*

*Order No. 106/N of the Minister of Education and Science of Georgia, August 26, 2015 - website, August 27, 2015.*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

*Order of the Minister of Education and Science of Georgia, October 17, 2017 No. 182/N - website, October 18, 2017.*

*Order of the Minister of Education, Science, Culture and Sports of Georgia, November 7, 2019 No. 218/N - website, November 7, 2019.*

*Order of the Minister of Education, Science and Youth of Georgia, January 15, 2024 No. 17/N - website, 16.01.2024.*

#### **Article 62 (1). Scientific personnel of the University**

1. The scientific staff of the independent scientific-research unit of the University may consist of scientists and post-doctorate students.
2. Scientists are persons holding the following scientific positions: chief scientific worker, senior scientific worker and scientific worker.
3. A postdoctoral fellow is a person who is selected on the basis of a competition to implement a specific scientific-research project at the faculty or in an independent scientific-research unit of the University in the manner and term determined by the Academic Council. A person can be selected as a postdoctoral fellow only once.

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

*Order of the Minister of Education and Science of Georgia, October 17, 2017 No. 182/N - website, October 18, 2017.*

## **Article 62 (2). Rules for holding a scientific position**

1. A scientific position can be held only on the basis of an open competition, which must be conducted in accordance with the principles of transparency, equality and fair competition.

2. Chief scientist in the position of employee:

a) For a period of 5 years, a person with a doctor's degree or an equivalent academic degree, who has at least 6 years of experience in scientific research activities and meets the conditions determined by the procedure for hiring scientific personnel approved by the decision of the Council of Representatives of the University;

b) A person may be elected for life who meets the requirements set forth in subsection "a" of this clause and who has special scientific achievements (for example, has scientific publications in leading local and international journals and other publications, has participated in national and international scientific research projects, etc.). The chief scientific employee elected for life is subject to attestation once in 5 years according to the procedure established by this Statute.

3. A person with a doctorate or equivalent academic degree will be elected to the position of senior scientific employee for a period of 5 years.

4. A person with a master's degree or equivalent academic degree will be elected to the position of scientific employee for a period of 5 years.

5. The date and additional conditions of the scientific position competition are published in accordance with the legislation of Georgia and the regulations of the scientific-research unit, 1 month before receiving the relevant documents.

6. The scientific council of the independent scientific-research unit of the University will develop the rules for hiring the scientific staff of the independent scientific-research unit of the University and the additional conditions for holding the scientific position of the independent scientific-research unit of the University and will submit them for consideration to the Academic Council, which will submit the mentioned rules and additional conditions to the Council of Representatives for approval. .

7. A person who has an academic degree of doctor can be chosen as a post-doctoral student in accordance with the procedure determined by the Academic Council.

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

*Order of the Minister of Education and Science of Georgia, October 17, 2017 No. 182/N - website, October 18, 2017.*

## **Article 62 (3). Labour relations of scientific personnel**

1. A written employment contract is signed with the scientific staff.

2. The grounds for terminating the employment contract with the scientific staff are:

a) personal statement;

b) expiration of the fixed-term employment contract;

c) gross or systematic violation of disciplinary norms;

d) violation of conditions defined by the labour contract;

e) other cases determined by the legislation of Georgia.

3. It is possible for the same person to be elected to an academic position as well as to a scientific position in an independent scientific-research unit of the University.

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

#### **Article 62 (4). Rights and duties of a scholar**

1. The rights of a scientist are determined by the legislation of Georgia, by the regulations of the independent scientific-research unit of the University and/or by the labour contract.

2. The scientist has the right to:

a) to carry out scientific research without external interference and to publish research results without limitation, unless their limitation is stipulated by the labour contract or they contain state secrets;

b) independently determine the content of scientific research, research methods and means;

c) participate in the implementation of educational and research components of educational programs;

d) along with carrying out scientific and research activities, participate in grant funding competitions, as well as benefit from individual grant/grants funding and receive additional funding;

e) to exercise other powers granted to him by the Law of Georgia "On Higher Education" and other legislative and subordinate acts of Georgia.

3. The scientist is obliged to:

a) to fulfill the requirements established by the legislation of Georgia and the Statute of the independent scientific-research unit of the University;

b) to fulfill the obligations imposed by the labour contract;

c) annually submit the completed work according to the procedure established by the legislation of Georgia.

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

#### **Article 62 (5). Procedure for attestation of professor and chief scientific employee**

1. Attestation is the determination of professional skills, academic activity and scientific activity of the professor and chief scientific employee elected for life at the University in accordance with the requirements for the position held.

2. Attestation should be based on the principles of transparency, equality and justice.

3. The time of the attestation is determined by the Academic Council, which publishes an announcement about the attestation at least one month before the attestation.

4. The statement of the Academic Council on conducting the attestation provided for in paragraph 3 of this article must be posted on the official website of the University and in places visible to everyone in the University in order to ensure its publicity and accessibility for interested persons.

5. The statement of the Academic Council provided for in paragraph 3 of this article indicates:

- a) time and place of attestation;
- b) list of professors and chief scientific employees subject to attestation;
- c) The list of documents to be submitted for attestation and the deadline for their submission.

6. The attestation is carried out by the competition-attestation commission, which is established before the attestation, upon the recommendation of the Rector, by the decision of the Academic Council.

7. A person subject to attestation is not allowed to be a member of the competition-attestation commission.

8. The competition-attestation commission is authorized to make a decision if more than half of the members, but not less than 3 members, attend the session. The decision is considered adopted if it is supported by more than half of the members present at the meeting. In case of equal division of votes, the vote of the chairman of the session is considered decisive.

9. Procedural issues of attestation and the rules of work of the competition-attestation commission will be developed by the Academic Council and approved by the representative council.

Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.

Order of the Minister of Education and Science of Georgia, October 17, 2017 No. 182/N - website, October 18, 2017.

### **Article 63. Administrative positions and other personnel**

1. Administrative positions in the University include: Rector, head of administration, dean, their deputies, directors of independent scientific and research units of the University, heads of the quality assurance service of the University and faculty.

2. A person who has reached the age of 65 cannot be elected or appointed to the administrative positions of the University. A person elected to an administrative position who has reached the age of 65 shall be released from the administrative position after the expiration of the term of election to this position.

3. In addition to the administrative position of the University, the University may have teaching staff, which includes a teacher and a senior teacher.

4. The teacher is entitled to conduct seminar, practical and laboratory work without holding an academic position.

5. Support staff includes the persons necessary for the University's activities provided by the staff list in the faculty and auxiliary structural units.

6. The University is entitled to invite a specialist with appropriate qualifications to participate in the educational and/or scientific-research process and/or to lead this process.

7. The University is authorized to invite specialists with appropriate qualifications - staff of vocational education teachers - in order to conduct the vocational education program.

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

*Order of the Minister of Education and Science of Georgia, June 15, 2023 No. 46/N - website, 15.06.2023.*

#### **Article 64. Dismissal from administrative position**

The grounds for early dismissal of an administrative official of a higher educational institution are:

- a) personal desire;
- b) entry into legal force of the guilty verdict issued against him by the court;
- c) death;
- d) being recognized by the court as having limited capacity or being recognized as a recipient of support, unless otherwise determined by the court's decision
- e) reaching the age of 65 years, unless another possibility is directly provided for by this Statute;
- f) (Deleted - 17.03.11 No. 39/N);
- g) dismissal from the academic position of the University, if being in this academic position is a prerequisite for holding a corresponding administrative position;
- h) Other cases stipulated by the legislation of Georgia, the present Statute, the code of ethics of the University or the internal regulations.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, June 14, 2016 No. 70/N - website, 15.06.2016.*

*Order of the Minister of Education and Science of Georgia, June 15, 2023 No. 46/N - website, 15.06.2023.*

#### **Article 65. Official incompatibility**

1. An administrative official of the University cannot simultaneously hold another administrative position or be the head of another structural unit.

11. If the prerequisite for holding an administrative position or membership in a management body is to be in an academic position, the expiration of the term of being in an academic position leads to the termination of authority in the relevant administrative position or in the management body upon approval of the results of the competition announced for occupying the academic position, if the person is not selected for the relevant academic position.

2. A member of the Academic Council cannot hold an administrative position in this higher educational institution at the same time, except for the Rector, or be a member of the representative council.

3. The speaker of the Council of Representatives cannot simultaneously hold an administrative position in this higher educational institution.

4. Job incompatibility of the University personnel is determined by the procedure for hiring academic personnel approved by the representative council, the internal regulations of the University, the Statute and the legislation of Georgia.

5. Job incompatibility of academic, teaching and support staff can be determined also by the labour contract signed with them.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, June 17, 2013 No. 69/N - website, 18.06.2013.*

## **Chapter VIII Student status and rights**

### **Article 66. Student status and rights**

1. A person obtains the status of a University student in accordance with the law of Georgia "On Higher Education". A person is admitted to the master's and doctoral programs of the University according to the rules established by the Georgian legislation and the Academic Council of the University. The University Rector issues a legal act on student enrollment.

2. The student has the right to fully use all the rights granted to him by the relevant international legal documents, the Law of Georgia "On Higher Education", the University's Statute, internal regulations and other acts.

3. In accordance with the applicable international legal acts and the legislation of Georgia, the University provides benefits for students with disabilities in order to create the necessary conditions for their full-fledged education.

4. Within its budget, the University can implement various social protection programs for students in accordance with the rules presented by the head of the administration, discussed by the Academic Council and approved by the representative council.

5. As soon as the term of the relevant educational program expires, the student's status as a University student is terminated. On the recommendation of the Faculty Council or on his own initiative, the Rector, in the presence of grounds defined by the law, issues an order on the termination of the status of a University student. Exceptions may be made by decision of the Academic Council.

6. The grounds for suspending the status of a University student are:

a) failure to complete administrative (study fee payment) and/or academic registration (registration in the electronic system of the educational process);

b) personal statement (without specifying the reason);

c) pregnancy, childbirth, child care or deterioration of health;

d) studying in a foreign country, in a higher educational institution (except for studying within the exchange educational program).

7. With the request to suspend the status of a University student, the student must apply to the Rector no later than 15 days after the beginning of the educational process. In case of long and serious illness or in other cases, when the inability of the student to participate in the educational process is documented, an exception may be established by the order of the Rector.

8. The grounds for terminating the status of a University student are:

- a) personal statement;
- b) completion of the relevant educational program;
- c) the case provided for by the regulatory rule of the educational process at the corresponding level of academic higher education;
- d) hearing the same study course three times and failing to receive credit;
- e) Expiration of the 5-year period after the suspension of the status of a University student, except for the cases stipulated by the legislation of Georgia;
- f) the case stipulated by the internal regulations of the University, the code of ethics and the contract concluded with the student;
- g) death.

9. The grounds for terminating the status of a doctoral student are determined in accordance with the rules of implementation of doctoral programs of the University.

*Order of the Minister of Education and Science of Georgia of January 6, 2009 No. 03-SSMIII, No. 4, 14.01.2009, Article 29*

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, June 22, 2011 No. 108/N - website, 24.06.2011*

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order of the Minister of Education and Science of Georgia, June 17, 2013 No. 69/N - website, 18.06.2013. Order of the Minister of Education and Science of Georgia, October 17, 2017 No. 182/N - website, October 18, 2017.*

#### **Article 66 (1). Vocational student**

1. A person acquires the status of a professional student of the University as a result of obtaining the right to enroll in the appropriate professional educational program of the University, signing a contract and issuing a legal act of the Rector of the University on his enrollment in this program in accordance with the procedure established by the legislation of Georgia.

2. A professional student has the right to:

- a) to receive quality education;
- b) to request a fair evaluation of knowledge and to appeal the result of the evaluation according to the established procedure;
- c) to receive syllabuses of training courses/modules, complete information (consultation) on professional educational programs of the University, training courses (modules), evaluation methodology, as well as any other issues related to the implementation of the educational program;
- d) to use the University's material and technical base, library, information and other facilities;
- e) to enjoy the rights granted by the legislation of Georgia, the legislative acts of Georgia on professional education, this Statute, the internal regulations of the University, the code of ethics and other legal acts.

3. A professional student is obliged to:

- a) fulfill the requirements of the relevant professional educational program of the University;
- b) to comply with the terms of the contract signed between the professional student and the University, the requirements of the University's Statute, bylaws, code of ethics, other legal acts of the University related to the implementation of the professional educational program and the educational process.

4. The grounds for suspending the status of a professional student are:

- a) personal statement;
- b) pregnancy, childbirth, child care or deterioration of health;
- c) studying in a foreign country, in a higher educational institution (except for participation in a University exchange program);
- d) the case stipulated by the regulation of the educational process of the professional educational program and/or the contract concluded with the professional student;
- e) a case stipulated by the legislation of Georgia (compulsory military service or temporary imprisonment as a preventive measure or other), which excludes participation in the educational process of the professional educational program and the possibility of achieving the results provided by the program.

5. A professional student must apply to the Rector with a request to suspend the status of a professional student on the grounds provided by this Statute no later than 15 days after the beginning of the educational process. In case of long and serious illness or in other cases, when the inability of the student to participate in the educational process is documented, an exception may be established by the order of the Rector.

6. The grounds for termination of professional student status are:

- a) personal statement;
- b) Completion of studies by a professional student at a relevant professional educational program (provision of professional qualification);
- c) failure to achieve the learning outcomes stipulated by the relevant professional program;
- d) transfer to another educational institution;
- e) death;
- f) the case stipulated by the legislation of Georgia, the rules governing the educational process of the University's professional educational programs, the University's bylaws, the code of ethics and/or the contract concluded with the professional student.

7. The regulation of the educational process at the professional educational programs of the University is approved by the order of the Rector of the University.

8. The qualification commission makes a decision on granting a professional qualification to a graduate of the University's professional educational program, based on which the University Rector issues an order to issue a professional diploma with an appropriate appendix.

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

## **Article 67. Student self-government**

1. The student self-government of the University is the highest representative body of University students.
2. The student self-government of the University represents the unity of the student self-government elected from the faculties, which conducts its activities according to the Law of Georgia "On Higher Education", this Statute and relevant regulations.
3. The student self-government of the University determines the organization and conduct of elections by its regulations.
4. Student self-government in accordance with its regulations:
  - a) ensures the participation of students in the management of the higher educational institution;
  - b) promotes the protection of students' rights;
  - c) elects representatives to the Faculty Council;
  - d) is authorized to develop proposals for improving the management system and teaching quality of the faculty or higher educational institution, which he presents to the Faculty Council, the Council of Representatives and the Academic Council ;
  - e) as necessary, from among the members of the self-government, he submits the candidacies of the members of the University's various, including University and faculty election commissions;
  - f) elects members to permanent or temporary commissions in the University;
  - g) is entitled to express his opinion on drafts of University and faculty orders.
  - h) receives funding from the University budget;
  - i) works in coordination with student organizations, clubs, Council of Representatives members of the University;
  - j) addresses the administration with a proposal on the appointment of a scholarship and the provision of social benefits;
  - k) exercise other powers provided for by the Statute, bylaws, code of ethics and regulations.

*Order of the Minister of Education and Science of Georgia, March 17, 2011 No. 39/N - website, 24.03.2011*

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

#### *Article 68. Obligations of the student*

*According to the relevant program of the University, the student is obliged to study all the subjects that he has chosen of his own free will and the teaching of which is mandatory, as well as to follow the requirements of the legislation on higher education and normative acts of the University.*

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

#### **Article 69. Use of training space and equipment**

1. All students of the University have the right to use the material and technical facilities of the University equally.
2. The University administration is obliged to create appropriate conditions for University students to successfully carry out educational and scientific activities.

3. The University has a study space corresponding to the number of students, which the administration distributes rationally.
4. The University ensures that the computer equipment is in a properly maintained state, the availability of University communications for all students, for which it allocates the appropriate resources.

#### **Article 70. Use of library and information resources**

1. The administration ensures the availability of Internet resources, for which all students have the right to have appropriate access to these resources.
2. The University administration periodically renews the library fund in accordance with the requirements of educational and research programs.
3. University students have the right to freely use library resources in accordance with the regulations of the University library.
4. University students have the right to get the information they need from the library in the appropriate form, with on-site service, with subscription service, to receive copies of various materials, for which the administration provides appropriate equipment and preferential conditions.
5. Students have the right to join the local communication network of the University through the student self-government and use the services of the self-government website.

### **Chapter IX University property and financial-budgetary activity**

#### **Article 71. University property**

1. The University has property that includes:
  - a) immovable property transferred by the state to the University with usufruct;
  - b) real estate owned by the University;
  - c) office and laboratory equipment, furniture and other inventory;
  - d) vehicles;
  - e) machinery and equipment;
  - f) University book fund;
  - g) other property in accordance with the law.
2. Real estate of the University can be purchased, sold, leased or leased only by the decision of the Council of Representatives of the University, with the consent of the Ministry and the Ministry of Economy and Sustainable Development of Georgia, in accordance with the law of Georgia.
3. Any decision regarding the University's movable property, if it goes beyond the scope of educational and scientific-research activities, can only be made by the decision of the Council of Representatives of the University, with the approval of the Ministry, in accordance with the rules established by the legislation of Georgia.

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order of the Minister of Education and Science of Georgia, October 17, 2017 No. 182/N - website, October 18, 2017.*

*Order of the Minister of Education, Science, Culture and Sports of Georgia, November 7, 2019 No. 218/N - website, November 7, 2019.*

*Order of the Minister of Education and Science of Georgia, June 15, 2023 No. 46/N - website, 15.06.2023*

#### **Article 72. University revenues**

1. Sources of University funding are:

- a) tuition fees, which are covered by the state educational/master's grant;
- b) income received in the form of a private grant, donation or bequest;
- c) scientific research grants issued by the state based on competitive selection;
- e) program funding allocated by the ministries and funding allocated from the republican budget of the Autonomous Republic;
- f) Other incomes allowed by the legislation of Georgia, including income from economic activities.

2. The consolidated budget of the University is formed taking into account all sources of financing and includes revenue and expenditure parts.

3. University expenses are paid in accordance with the applicable legislation.

4. The rules for drawing up the University budget are approved by the Council of Representatives on the recommendation of the head of the administration.

5. The funds and income provided for in the first point of this article are fully used for the implementation of the goals and functions of the University. The use of University funds for other purposes is prohibited.

*Order of the Minister of Education and Science of Georgia, October 12, 2012 No. 227/N - website, 15.10.2012.*

*Order No. 93/N of the Minister of Education, Science, Culture and Sports of Georgia, May 24, 2019 - website, 27.05.2019.*

#### **Article 73. Accounting reporting**

1. The University is obliged to make accounting and reporting of financial and economic activities in accordance with the rules established by the legislation of Georgia, to compile a balance sheet and to submit it to the Ministry for approval.

2. The annual balance sheet of the University is checked by an independent auditor appointed by the Ministry

*Order of the Minister of Education, Science, Culture and Sports of Georgia, November 7, 2019 No. 218/N - website, November 7, 2019.*

*Order of the Minister of Education and Science of Georgia, June 15, 2023 No. 46/N - website, 15.06.2023*

## **Chapter X State Oversight**

#### **Article 74. State oversight**

1. The University is subject to state oversight, encompassing the monitoring of its legality, propriety, efficacy, as well as its financial and economic operations.

2. Oversight of the University by the Ministry involves the authority to demand the submission of requisite materials and information for inspection purposes.
3. The Ministry is empowered to suspend or annul any unjust decisions made by the University.
4. The University is only permitted to undertake the following activities with the approval of the state oversight entity:
  - a) purchase, alienation and encumbrance of real estate;
  - b) taking a loan;
  - c) guarantee;
  - d) (Deleted - 27.05.2014, No. 60/N);
  - e) other decisions related to the University's property, which are beyond the scope of the University's normal activities.
5. The execution of activities outlined in subparagraphs "b" and "c" of paragraph 4 of this article requires approval from the Ministry of Finance of Georgia.
6. In case the state oversight implementing body declines to undertake the actions detailed in the fourth paragraph of this article, it must provide a justification. Such refusal can be contested with a higher state authority and/or through legal recourse to a court.

*Order of the Minister of Education and Science of Georgia, May 27, 2014 No. 60/N - website, 27.05.2014.*

*Order of the Minister of Education, Science, Culture and Sports of Georgia, November 7, 2019 No. 218/N - website, November 7, 2019.*

*Order of the Minister of Education and Science of Georgia, June 15, 2023 No. 46/N - website, 15.06.2023*

## **Chapter XI Reorganization and Liquidation of the University**

### **Article 75. Reorganization and liquidation of the University**

Reorganization or liquidation of the University is carried out in accordance with the Law of Georgia "On Higher Education" and the laws of Georgia "On Public Law Legal Entity".

## **Chapter XII Amendments and Additions to the Articles of Association**

### **Article 76. The procedure for making changes and additions to the Statute**

1. The Council of Representatives presents the draft of amendments or additions to the University Statute to the Ministry for approval.
2. The University's Academic Council participates in discussions regarding the draft Statute within the representative council.
3. The Rector, Academic Council, administration head, quality assurance service, and faculty members can initiate changes and/or additions to the Statute.
4. Initiating entities must provide a reasoned proposal and draft decision along with an explanatory document to the representative council.

5. The Council of Representatives decides on changes and/or additions to the Statute based on a majority vote of its full membership.

*Order of the Minister of Education, Science, Culture and Sports of Georgia, November 7, 2019 No. 218/N - website, November 7, 2019.*

*Order of the Minister of Education and Science of Georgia, June 15, 2023 No. 46/N - website, 15.06.2023.*