

Legal Entity of Public Law - Georgian Technical University

CHARTER

CHAPTER I - GENERAL PROVISIONS

Article 1 – University activity basis

1. The Legal Entity of Public Law - Georgian Technical University (hereinafter – the University) is an autonomous institution, the primary goal of which is the conduct of higher educational activity and scientific researches. It carries out higher education programmes and scientific research of the second and third levels or all the three levels of academic higher education, vocational education programs, the Georgian language education training program, as well as training of entrants in the Georgian and foreign languages.
2. Activity of the University is based on the Constitution of Georgia, international legal regulations, the *Law of Georgia on Higher Education*, requirements of other regulatory and legal normative acts and this Charter.
3. Full name of the University
In Georgian: საჯარო სამართლის იურიდიული პირი - საქართველოს ტექნიკური უნივერსიტეტი (სტუ);
In English: **Legal Entity of Public Law - Georgian Technical University of Georgia (GTU).**
4. The University has settlement and foreign currency accounts in banking institution, a coat of arms, flag, anthem, a round seal as prescribed by the legislation, stamp and other requisites established for a legal entity. The coat of arms is crowned by the abbreviation “GTU” completed in a stylized font, through which a ribbon with the University motto in Latin *Scientia potestas est* is plaited. On the shield, below the eagle, the name of the University is placed in the Georgian and Latin languages *საქართველოს ტექნიკური უნივერსიტეტი* and *Georgiae Universitas Rerum Technici* respectively. The composition on the coat of arms ends by the University foundation year “1922” and olive branches, as a symbol of wisdom and renovation.
6. The University flag is a white rectangle, with sides in ratio 2:3, in the center of which is depicted a rectangular auburn cross reaching all the four angles of the flag; on the intersection of the vertical-horizontal arms there is the University coat of arms. The symbolical semantic solution of the flag is based on the main composition of the state flag of Georgia. The colors presented on the University flag, according to the laws of heraldry have definite meaning: white - innocence, chastity, clarity, wisdom; yellow (golden) – education prosperity, wealth and glory; auburn - courage, bravery, justice and love.
7. The University anthem is symbolic in its content; it respects the University’s glorious past, its present moral and ethical ideals and is focused on future values.
8. The language of instruction at the University is Georgian (studies may be conducted in other languages as well, except for Individual Educational Programmes, where determined by international agreements or agreed with the Ministry of Education and Science of Georgia).
9. The University obtains rights and obligations on its behalf, enters into agreements and may appear in the court as a plaintiff and defendant.
10. On the basis of its goals, the University acts throughout Georgia and beyond its borders.
11. The University’s formal address is: 77 Kostava Street, 0175, Tbilisi.
12. University e-address: www.gtu.ge

Article 2 - Goals and activity of the University

1. The primary goals of the University are the following:
 - a) to facilitate the formation of Georgian and international cultural values and to focus on ideas of democracy and humanism necessary for the existence and development of a civil society;
 - b) to meet the requirements for acquiring higher education, for qualification and for re-training appropriate for the interests and capabilities of a person;
 - c) to realize personal potential, develop creative skills, train persons with competences relevant to present-day requirements, ensure competitiveness of persons with higher education in domestic as well as in international labour markets, and to offer to interested persons high quality higher education that meets the requirements of students and of the public as a whole;
 - d) to train and re-train new scientific personnel and to create, provide and improve conditions for scientific research works in order to ensure development of the State and particularly the viability of the higher education system;

- e) to encourage the mobility of students and the academic personnel of higher education institutions;
 - f) to develop the university-based education and research potential;
 - g) to implement at the University the study cycle of all the three levels of the academic higher education, professional education programs, continuous education, other educational programs, the basic and applied research, high tech and modern experiments, development of the University traditions through innovation research and teaching;
 - h) to integrate the University into the European educational and scientific area;
 - i) to implement joint educational programs and scientific-research projects with Georgian and foreign educational institutions, as well as with independent scientific research institutions, as prescribed by the legislation of Georgia;
 - j) to create the student-centered learning environment;
 - k) to protect the academic freedom;
 - l) to care for personal and professional development of students and academic personnel;
 - m) to generate and transfer knowledge, to train competitive staff;
 - n) to encourage the mobility of students and the academic personnel of the University.
2. In order to achieve the goals provided by this Article, the University shall:
- a) train a person for professional practice that requires the use of scientific knowledge and methods;
 - b) ensure the professional development of their personnel;
 - c) facilitate the improvement of the social conditions of students;
 - d) provide appropriate learning conditions for students with disabilities;
 - e) cooperate with other higher education, scientific research institutions of Georgia;
 - f) facilitate international cooperation and the exchange of students and professors with appropriate foreign education institutions;
 - g) participate in the implementation of state and/or other programmes in the established procedure;
 - h) ensure the development of science in a free, democratic and fair social environment by creating favourable conditions for learning, teaching and professional development;
 - i) award the relevant academic degree(s) and qualification;
 - j) provide other conditions to facilitate the achievement of the goals specified by paragraph 1 of this article;
 - k) exercise other powers granted by the legislation.
3. The University shall have the right to:
- a) carry out fundamental and applied scientific research activities;
 - a¹) carry out consultation and expert activities as prescribed by the legislation of Georgia;
 - b) carry out publishing activities;
 - c) sell the products developed in the process of educational, scientific research activities;
 - d) develop and sell products (inventions and useful models) created in the process of scientific, research and laboratory activities;
 - e) carry out activities of an auxiliary nature;
 - f) carry out other activities determined by an appropriate law, an ordinance of the Government of Georgia and/or by this Charter, unless otherwise provided for by an appropriate law.
4. The University shall be authorized, on the basis of a decision of the Academic Council approved by the Representative Council (Senate) and in agreement with the Ministry of Education and Science of Georgia, to found entrepreneurial (commercial) and non-entrepreneurial legal entities under private law.
5. The University shall have the right to set up a branch(es) in accordance with the *Law of Georgia on Higher Education*.

Article 3 - The University status and state control

The University is established in the form of a legal entity under public law, the activity of which shall be under the state control by the Ministry of Education and Science of Georgia according to this Charter and law.

CHAPTER II - STRUCTURE AND MANAGEMENT

Article 4 – The University structure

1. The University structure is composed of main educational (faculty, school) (hereinafter – the Faculty), independent scientific research (institute, center and other) units, the University library (libraries) and auxiliary structural units, such as: the Rector's Office, the Head of Administration's Office, Chancellery, the Academic Council's Secretariat and the Representative Council's Secretariat and

- other structural units (technical fleets, testing-industrial, learning-industrial, scientific-industrial, design-construction, clinical centers, etc.).
2. The establishment, reorganization and liquidation of a structural unit of the University (except the Faculty and the independent scientific research unit of the University) shall be carried out by a decision of the Representative Council (Senate) in accordance with the effective legislation. The Faculty and the independent scientific research unit of the University are established by the decision of the Academic Council, while its reorganization and liquidation are carried out on a submission from the Academic Council, by the decision of the Representative Council (Senate) in accordance with the effective legislation.
 3. The competence and operation procedure of the main educational and other structural units of the University shall be regulated by the respective provisions approved as prescribed by this Charter.

Article 5 – Management of the University

1. The management bodies (managing units) of the University are:
 - a) the Academic Board;
 - b) the Representative Council (Senate);
 - c) the Rector;
 - d) the Head of Administration (Chancellor);
 - e) the Quality Assurance Service.
2. The management bodies of the Faculty are:
 - a) the Council of the Faculty;
 - b) the Dean;
 - c) the Quality Assurance Service of the Faculty.
3. The management bodies of an independent scientific research unit are:
 - a) the Scientific Council of the independent scientific research unit;
 - b) the Director of the independent scientific research unit.
4. The rules for conduct of elections of the management bodies (managing entities) of the University, Faculty and an independent scientific research unit are defined by the University Regulations on the Conduct of Elections of the Management Bodies (Managing Entities) of the Georgian Technical University, Faculty and an Independent Scientific Research Unit (hereinafter – the University Election Conduct Regulations), which shall be developed by the Academic Council and approved by the Representative Council (Senate).

Article 6 - Management principles of the University

1. The University shall ensure:
 - a) public knowledge of and access to the decisions of the University, and to the reports and legal acts of the Rector, and the Head of Administration (Chancellor);
 - b) access to and openness of higher education, academic freedom, opportunity to acquire higher education at any time during a person's lifetime;
 - c) participation of the academic personnel, scientific personnel and students in the process of making decisions and monitoring of their execution;
 - d) equal treatment irrespective of the ethnic origin, sex, social origin, and the political or religious affiliation of a person;
 - e) fairness and transparency of elections, and public notification of the competitions at the University.
2. The Regulations of the structural units of the University may not impose any limitations on these principles.

Article 7 - Academic Council

1. The highest representative body of the University is the Academic Council. Members of the Academic Council shall be elected on the basis of direct, free and equal elections by secret ballot of all members of the academic personnel of the major educational units, all members of the scientific personnel of the independent scientific research units and the representatives of the self-government of students that are members of the council of the major educational unit.
2. A member of the Academic Council shall be elected for a term of four years.
3. Each faculty shall have two representatives in the Academic Council.
4. Full or Associate Professors may be elected as members of the Academic Council. A person may be elected as a member of the Academic Council only for two consecutive terms.
5. Each independent scientific research unit (except for an independent scientific research unit of the faculty) must have at least one representative in the composition of the Academic Council.

- 5¹. The composition of representatives of the faculty that are elected to the Academic Council shall be subject to renewal by one third after elapsing of a half of the established period of the major educational level.
6. The Academic Council shall be chaired by the University Rector.
7. The grounds for early termination of the term of office of a member of the Academic Council are:
 - a) termination of his/her labor relations with the University;
 - b) recognition of him/her as a legally incapable person by the court or as a recipient of support, unless otherwise decided by the court;
 - c) the entry into force of a judgement of conviction pronounced by the court against him/her;
 - d) the occupation of an academic or administrative position in another higher education institution;
 - e) other case provided by the law.

Article 8 – Authority of the Academic Council

1. In accordance with the law and for achieving the goals determined under this Charter the Academic Council shall:
 - a) develop and approve the strategic development plan of the University;
 - b) approve the educational and scientific research programmes upon the recommendation of the Faculty;
 - c) facilitate integration into the European area of higher education, draw up educational plans and curricula, and programmes for cooperation, mobility, integrated studies and scientific research among educational institutions;
 - d) elect the Chairperson of the Academic Council - the Rector, by a majority of members on the list on the basis of impartial and equal suffrage by secret ballot;
 - e) nominate to the Representative Council (Senate) the candidate for the Head of Administration, (Chancellor) selected by a majority of the members on the list on the basis of the competition;
 - f) submit to the Representative Council (Senate) a reasonable proposal on the termination of the authority of the Head of Administration (Chancellor) agreed by the majority of the members on the list;
 - g) nominate to the Representative Council (Senate) a new candidate for the Head of Administration (Chancellor) within one month of the termination of the authority of the Head of Administration (Chancellor);
 - g1) upon termination of authority, where required, nominate to the the Representative Council (Senate) the candidate for the acting Head of Administration (Chancellor) and/or the Head of the Quality Assurance Service for approval; also, upon termination of authority, where required, decide on the appointment of the acting Director of the Library, before filling the appropriate vacant position as prescribed by the law;
 - h) participate in the review of the Charter of the University, the Regulations of the structural units the budget and the annual report of the Head of Administration (Chancellor) at the Representative Council (Senate);
 - i) approve the coefficients for the Unified National Examinations, and the number of students to be admitted to the main educational units upon the recommendation of the Faculty Councils;
 - j) approve the coefficients for the Unified Post-graduate Examinations and the number of students to be admitted to the Faculty upon the recommendation of the Faculty Councils in cases determined by the legislation of Georgia, as provided for by an order of the Minister of Education and Science of Georgia;
 - k) establish the minimum threshold level for the examination, determined by the list of international examinations approved by the Ministry of Education and Science of Georgia, upon the recommendation of the Faculty Councils;
 - l) determine rules of the recognition of credits acquired at other educational institutions;
 - m) approve the regulations of the Dissertation Council upon the recommendation of the Council of the Faculty;
 - n) nominate the candidate for the Head of the Quality Assurance Service/Office of the University to the Representative Council for approval;
 - o) determine general rules for the recruitment of, and the amount and conditions of remuneration of, academic personnel and submit the same to the Representative Council (Senate) for approval;
 - p) by the qualified majority of votes (2/3) and secret ballot individually decide the matter of holding an academic and/or administrative position by a person aged 65 and over;
 - q) determine the threshold of workload for the academic personnel and submit to the Representative Council (Senate) for approval;

- q1) decide on the establishment of a faculty; by the majority of the members on the list appoint the head of the newly established faculty, as well as exercise the authority of the faculty council before its formation;
 - q2) decide on the issue of official change/transfer of the academic and teaching personnel as well as of the invited specialists (professors) as prescribed by the legislation and legal acts of the University;
 - q3) in the cases provided for in Article 37 of this Charter, decide on early dismissal of a person and submit to the Rector for execution;
 - q4) on the recommendation of the Scientific Council of an independent scientific research unit, approve the Director of the independent scientific research unit;
 - q5) on the recommendation of an independent scientific research unit of the University, consider and submit to the Representative Council (Senate) for approval the Regulations of an independent scientific research unit of the University and additional conditions for holding academic positions of an independent scientific research unit of the University;
 - q6) consider and submit to the Representative Council (Senate) for approval a procedure for recruiting academic personnel of independent scientific research unit of the University;
 - q7) on the recommendation of the Quality Assurance Service of the University, consider and approve a procedure for internal assessment of scientific research activity of independent scientific research unit of the University;
 - q8) on the recommendation of the Faculty, consider and approve a procedure for participation of an appropriate independent scientific research unit of the University in the writing by students of Bachelor's and Master's theses and dissertations, as well as involvement of students into scientific grant projects, local and international conferences and scientific research activities;
 - q9) determine a procedure for employment of a postdoctoral student in an independent scientific research unit for implementing a specific scientific research project;
 - r) approve the study process governing rules (instructions, regulations);
 - s) institute the University medals, awards and bonuses, the awarding conditions and rules;
 - t) as prescribed by this Charter, decide on awarding the title of honorary doctor or emeritus;
 - u) decide on awarding the Giorgi Nikoladze Medal or the Honorary Diploma of the University;
 - v) submit annual reports to the Representative Council (Senate);
 - w) elect the Head of the University Library;
 - x) on the recommendation of the Quality Assurance Service of the University, approve a procedure for assessing the educational and scientific research work;
 - x1) for assessing and monitoring quality of the the educational and scientific research work, on the recommendation of the Quality Assurance Service of the University, decide on audio-visual and photographic recording of the educational and scientific research work;
 - y) develop the University symbols and submit to Representative Council (Senate) for approval;
 - z) exercise other powers granted under this Charter, the legislation of Georgia and own Regulation.
2. The Academic Council shall be authorised to review the issue of the termination of the authority of the Rector upon the request of at least one third of the members of the Academic Council on the grounds of violation by the Rector of the legislation of Georgia, or the improper fulfilment of the duties imposed on him/her, and/or on the grounds of conducting activities inappropriate for the position of a Rector. The decision on the termination of the authority of the Rector shall be made on the basis of a secret ballot by a majority of members on the list. The Rector may not participate in the ballot determined under this paragraph. An appeal of a decision made on these matters shall not suspend the disputed act in proceedings.
 3. (Deleted).
 4. Meetings of the Academic Council shall be convened upon the initiative of the Rector or of at least one third of the members of the Academic Council.
 5. In the event of termination of the authority of the Rector, he/she shall cease to be a member of the Academic Council.

Article 9 – Procedure for calling meetings of the Academic Council

1. At the first meeting of the newly elected Academic Council the powers of elected members shall be approved in the same manner as the powers of the members of the Representative Council of the University.
2. A Secretary of the Academic Council shall be elected from among the Academic Council members by a majority of the active roll, by open ballot.
3. Each member of the Academic Council shall have one vote. The reason of non-attendance at the meeting shall be informed to the Chairperson of the meeting in writing. Members of the Academic

Council shall attend the meeting without a special invitation. During operation of the Academic Council, a member of the Academic Council may participate in the discussion of all the agenda items, express own opinion, ask questions, exercise other powers granted by legislation and this Charter.

4. The Academic Council may, by the majority of the active roll, set up committees and working groups to address particular issues. The commissions and working groups may be set up with the participation of the invited by the Academic Council specialist, experts, public persons, the University employees, and other stakeholders.
5. A meeting shall be competent to decide if attended by more than half of the full composition of the Academic Council members. Before opening of the meeting, members shall be registered by the Secretary of the Academic Board (the registration details shall be attached to the minutes of the meeting as their integral part).
6. Meetings of the Academic Council may be closed.
7. The Secretary of the Academic Council shall, in agreement with the Chairman of the Academic Council, within not less than three days before the meeting (except an extraordinary meeting), prepare the agenda of the meeting. A speaker shall also be indicated together with the agenda items.
8. The Academic Council shall normally vote on procedural issues of the meeting by show of hands or in other form of voting, by majority of members attending and voting.
9. Meetings of the Academic Council shall be formalized by minutes and the Secretary of the Academic Council shall ensure its regularity. All the materials that are related to the agenda items shall be attached to the minutes. The authenticity of the minutes shall be certified by the signatures of the chairperson of the meeting and the secretary. The University seal shall be affixed to the last page of the minutes.
10. The Academic Council shall be authorized to decide in the form of a resolution on all the issues falling within competence of the Academic Council.

Article 10 – The Representative Council (Senate)

1. The representative body of the University is the Representative Council (Senate), which shall be elected from the Faculties of the University depending on how they are represented, individually by the students and academic personnel, in proportion with their representation in Faculties.
2. The Representative Council (Senate) shall be elected for a term of four years on the basis of universal, equal and direct suffrage by secret ballot.
3. The number of members of the Representative Council shall be at least double the number of members of the Academic Council. Students shall comprise one third of the total number of members of the Board of Representatives. Assistants as well as students shall take part in the elections. The number of students shall be rounded off in favour of the students.
4. The Director of the University Library shall also be a member of the Representative Council (Senate).
5. The grounds for termination of the status of a member of the Representative Council (Senate) of professors and students may be the termination of their academic and/or labour relations with the University.
6. In the case of termination of the term of authority of a member of the Representative Council (Senate), the member for the remaining term of authority of the Representative Council (Senate) shall be the candidate, with the next majority of votes gained in the elections, after the member, whose term of authority term has been terminated; in the case of the absence of a candidate elections shall be held in order to elect a representative for the remaining term.
7. The representatives of administrative and assistant personnel, as well as members of the Academic Council may not be elected as members of the Representative Council (senate).

Article 11 - Authority of the Representative Council (Senate)

1. In accordance with the law and for achieving the goals determined under this Charter the Representative Council (Senate) shall:
 - a) develop the Charter of the University in coordination with the Academic Council and submit it to the Ministry of Education and Science of Georgia for approval;
 - b) develop and approve the internal regulations, the Code of Ethics and the rules of disciplinary liability of the University;
 - c) approve the University structure based upon a joint recommendation of the Rector and the Head of Administration (Chancellor), by a majority vote of the members attending a joint meeting of the Academic Council and Senate;
 - c) based on common submission by the Rector and Head of Administration (Chancellery), by majority of attendances of academic board and Senate, approves university structure;

- d) approve the procedure for drawing up the budget;
 - e) approve the regulations of the structural units of the University;
 - f) elect the Speaker of the Representative Council (Senate);
 - g) approve the candidate for the Head of Administration (Chancellor) upon the recommendation of the Academic Council;
 - h) approve the budget of the University upon the recommendation of the Head of Administration (Chancellor);
 - i) approve the structure of the administration of the University upon the recommendation of the Head of Administration (Chancellor);
 - j) approve the annual reports of the Head of Administration (Chancellor);
 - k) have the right to terminate the authority of the Head of Administration (Chancellor) upon the reasonable proposal of the Academic Council or upon its own initiative;
 - l) approve rules for the recruitment of, and the amount of and conditions for the remuneration of, the support personnel upon the recommendation of the Head of Administration;
 - m) approve, on the recommendation of the Academic Council, the procedure/procedures for recruiting scientific personnel, and the amount and conditions of the remuneration of labour;
 - m1) approve, on the recommendation of the Academic Council, the procedure/procedures for recruiting scientific personnel of an independent scientific research unit/units of the University, and the amount and conditions of the remuneration of labour;
 - m2) upon suspension of authority, where required, approve on the recommendation of the Academic Council a candidate of an acting Head of Administration (Chancellor) and/or Head of the Quality Assurance Service, prior to filling the vacancy with the appropriate person as prescribed by the law;
 - n) approve the candidate of the Head of the Quality Assurance Office of the University upon the recommendation of the Academic Council;
 - o) approve symbols of the University;
 - p) exercise other powers granted by this Charter, the Legislation of Georgia and own Regulation.
2. The Representative Council (Senate) shall be competent to decide on the basis of a majority of the members of the Representative Council (Senate) on the list.

Article 12 - Speaker of the Representative Council (Senate)

1. Meetings of the Representative Council (Senate) shall be organized and chaired by the Speaker elected by the Representative Council (Senate) from among its members for four years, according to this Charter and the Election Holding Procedure established by the University Statute Regulations.
2. The grounds for early termination of the authority of the Speaker of the Representative Council (Senate) are:
 - a) personal application;
 - b) the entry into force of a judgement of conviction pronounced by the court against him/her;
 - c) recognition of him/her as a legally incapable person by the court or as a recipient of support, unless otherwise decided by the court;
 - d) the dismissal from the academic position of the University;
 - e) decease.

Article 13 – Rules of Procedure of the Representative Council (Senate)

1. The first meeting of the newly elected Representative Council (Senate) shall be chaired by the oldest member.
2. At the first meeting of the newly elected Representative Council (Senate) the Chairperson of the University's Election Commission shall inform the Council about election results and give the Chairperson of the meeting the documents certifying authority of the Representative Council (Senate) members (election protocols, materials about election results, complaints received, statements and facts about violation of election legislation and other election-related information).
3. At the first meeting of newly elected Representative Council (Senate) chairperson university election commission reports results of elections and delivers minutes to the meeting chairperson stating authority of representation board (Senate), results of true and correct elections, received claims and the facts of breach of election process and other information about elections).
4. The Chairperson of the meeting shall introduce the information and documentation received from the Election Commission to the attendees.
5. A decision on the certification of authority of the Representative Council (Senate) members shall include all those persons whose election was considered valid by the Election Commission of the University and by the majority of the attendees.

6. If the number of persons whose authority was certified by the Representative Council (Senate) is less than half of the whole membership, the meeting shall terminate its work. The next meeting of the newly elected Representative Council (Senate) shall be convened by the Chairperson of the University Election Commission within 10 days after electing at least more than half of the Representative Council (Senate) members.
7. The Representative Council (Senate) shall elect the speaker from among its members by a majority vote by open ballot. A person shall be considered elected if he/she is backed by more than half of the Representative Council (Senate) members on the active roll. If there is more than one candidate and a vote is equally divided, a second vote shall be taken on the same day between the two candidates with best results. In case the winner is not still identified, a meeting of the Representative Council (Senate) shall be convened again within 5 days and the speaker-election procedure will be held again.
8. A meeting of the Representative Council (Senate) shall be convened upon initiative of the speaker or by at least one third of the Representative Council (Senate) members.
9. Each member of the Representative Council (Senate) shall have one vote. The reason of non-attendance at the meeting shall be informed to the Chairperson of the meeting in writing. Members of the Representative Council (Senate) shall attend the meeting without a special invitation. During operation of the Representative Council (Senate), a member of the Representative Council (Senate) may participate in the discussion of all the agenda items, make proposals, remarks and corrections on the issues under discussion, propose candidates and express own opinion on the candidates to be elected, appointed or approved by the Representative Council (Senate), ask questions, exercise other powers granted by legislation and this Charter.
10. The Representative Council (Senate), which is represented by absolute majority of its members, shall be entitled to set up commissions and/or groups of its members working on particular issues. The commissions and working groups might be composed of invited experts, public persons, employees of the University and other interested persons.
11. The responsibility for convening Senate meetings shall be on the Secretary of the Representative Council (Senate), who shall be elected from among the Senate members.
12. A meeting shall be competent to decide if attended by more than half of the full composition of the Representative Council (Senate) members. Before opening of the meeting, members shall be registered by the Secretary of the Representative Council (Senate) (the registration details shall be attached to the minutes of the meeting as their integral part).
13. Meetings of the Representative Council (Senate) may be closed.
14. Confidential issues shall be announced as closed completely or partly by the majority of attendees. The circle of attendees at the closed meeting shall be determined by the Speaker of the Senate.
15. During the meeting, the invited persons shall be obliged to observe ethical standards and other requirements.
16. The issues subject to discussion shall be identified at least three days before the meeting (except the agenda of an extraordinary session) with the indication of the speakers/reporters.
17. The Representative Council (Senate) shall be authorized to decide on procedural issues during the meeting by show of hands by a majority of members attending and voting.
18. The Representative Council (Senate) meetings shall be formalized by minutes and the Secretariat of the Senate shall ensure its regularity. All the materials that are related to the agenda items shall be attached to the minutes. The authenticity of the minutes shall be certified by the signatures of the Speaker and the Secretary of the Representative Council (Senate).
19. The Representative Council (Senate) shall be entitled to make decisions in the form of a resolution on all the issues within its competence.

Article 14 – The Rector

1. The Rector is the Head of the University, a person holding the highest academic position, also the Chairperson of the Academic Council and represents the University in the academic and scientific fields inside and outside the country, for which the Rector shall be authorized to conclude agreements and contracts on behalf of the University. Where agreements and contracts are concluded in relation to financial and economic matters, they shall be also concluded by the Head of Administration (Chancellor).
2. The Rector shall be elected by the Academic Council by a majority of members on the list by secret ballot for the term of four years. A person holding a Doctor's academic degree or its equivalent and having the scientific and pedagogical background may be elected as the Rector.
3. The same person may be elected as the Rector only for two consecutive terms.

4. The opening of applications for registration of the candidates for the Rector is announced by the Academic Council at least one month prior to the beginning of registration of candidates, in accordance with procedures established by the legislation of Georgia, and by the Election Holding Procedure established by the University Statute, on the basis of transparency, equality and fair competition principles.
5. Where a candidate is selected prior to the elections of the Rector, the Academic Council shall assess the action plans submitted by each candidate.
6. The Rector shall:
 - a) manage the University within scope of own competence;
 - b) on the recommendation of the Faculty and a scientific research institute, adopt the manning table of academic and scientific positions and submit to the Head of Administration (Chancellor) for inclusion in the University payroll;
 - b1) be authorized to appoint an acting Director of independent scientific research unit of the University;
 - c) conclude and terminate labour agreements with the University personnel, issue orders on their appointment and dismissal;
 - d) within own competence, identify the main directions of management policy of scientific research units of the University;
 - e) decide on other issues necessary for effective conduct of the scientific research activity unless under the legislation of Georgia they fall within competence of other management body, other structural unit or official of the University;
 - f) issue individual administrative acts – orders on the issues within his/her competence;
 - g) exercise other authority granted by the legislation of Georgia, this Charter and the University administrative acts.
7. In order to cope with the issues within own competence, the Rector shall be authorized to set up consultative councils and commissions, the activity of which shall be governed by individual administrative act of the Rector.
8. The Rector has deputies (incl., a Vice-Rector), whose number shall be determined by the University manning table and authority regulated by an individual administrative act of the Rector.
9. The Vice-Rector shall not be authorized to sign higher education certificates (diplomas).
10. Based on the University interests, a temporary change of the Rector's workplace (business trip), as well as leave, shall be legalized by an individual administrative act of the Head of Administration.
11. In case the Rector is temporarily unable to exercise his/her authority, his/her duties shall be discharged by the Vice-Rector or one of the deputies determined by him/her in the absence of the Vice-Rector.
12. In the case of early termination of the Rector's authority, as provided by the Georgian legislation, the Electoral College composed of all the persons holding doctoral/PhD or any equivalent to it degree shall elect the acting Rector.

Article 15 - Head of Administration (Chancellor)

1. The Head of Administration (Chancellor) is the highest administrative manager of the University in financial, material and administrative resources, who represents the University in financial and economic relations.
2. The Head of Administration (Chancellor) shall be appointed by the Representative Council (Senate) upon the recommendation of the Academic Council on the basis of a secret ballot, as provided for by the legislation of Georgia. The same candidate may be nominated by the Academic Council to the Representative Council (Senate) only twice; In the case of a repeated rejection of the candidate for the Head of Administration by the Representative Councils, the Academic Council shall nominate a new candidate.
3. The term of office of the Head of Administration (Chancellor) shall be four years.
4. The same person may be appointed as the Head of Administration only for two consecutive terms.

Article 16 - Authority of the Head of Administration (Chancellor)

1. As prescribed by the law and this Charter, the Head of Administration shall:
 - a) be the head of the administration of the University;
 - b) be authorized to conclude financial and economic agreements on behalf of the University in compliance with the University budget;
 - c) draw up a draft of the structure of the administration of the University and submit the same to the Representative Council (Senate) of the University for approval;

- d) draw up a draft of general rules for the recruitment of, and the amount and conditions of remuneration of, support personnel, and submit the same to the Representative Council (Senate) of the University for approval;
 - e) administer the process of drawing up the draft budget of the faculties and independent scientific research units of the University and its submission to the Representative Council (Senate), and the process of drawing up a general draft budget of the University and its approval by the Representative Council (Senate);
 - f) prepare an annual report of the work performed and submit the same to the Representative Council (Senate) for approval;
 - g) issue individual acts within his/her authority;
 - h) be responsible for the lawfulness and effectiveness of the financial and economic activities of the University;
 - i) submit the candidate for his/her deputy to the Rector for appointment;
 - j) exercise other powers granted thereto by the legislation of Georgia, this Charter and administrative acts of the University.
2. The Head of Administration (Chancellor) shall be accountable to the Representative Council (Senate) and the Academic Council.
 3. In case the Head of Administration (Chancellor) is temporarily unable to exercise his/her powers, his/her deputy (where available) or a person authorized thereby shall execute his duties.
 4. In addition to general grounds for early dismissal of a person holding an administrative position, the grounds for early dismissal of the Head of Administration (Chancellor) shall be the following:
 - a) a repeated refusal of the Representative Council (Senate) to approve the annual report and budget;
 - b) the grounds for terminating an employment agreement provided for by the Organic Law of Georgia *Labour Code of Georgia*.

Article 17 - Quality Assurance Service

1. Educational, scientific research work conducted by the University, and the quality of the professional development of its personnel, shall be subject to systematic assessment; the students of the institution shall participate in the assessment and its results shall be public and available to all persons concerned.
2. The Quality Assurance Service shall exist at the University for the purpose of the systematic assessment of the educational, scientific research work conducted by the institution and the quality of the professional development of its personnel.
3. The Head of the Quality Assurance Service of the University shall be approved by the Representative Council (Senate) upon recommendation of the Academic Council. The requirements for the Head of the Quality Assurance Service shall be set by the Academic Council.
4. The Head of the Quality Assurance Service of the University shall be elected for a term of 4 years. The same person may be elected as the Head of the Quality Assurance Service only for two consecutive terms.
5. In order to develop transparent criteria for quality control and the methodology for the assurance of those criteria, the University shall establish links and cooperate with the appropriate services of foreign countries and foreign higher education institutions.
6. The Quality Assurance Service of the University shall ensure:
 - a) the high quality of teaching by introducing the procedures for internal and external assessment scientific research activities;
 - b) generation and update of a database of quality indicators for teaching and learning (QILT) at the University in accordance with the established criteria;
 - c) inform the Quality Assurance Services of the faculties about normative requirements to quality assurance, as well of amendments made therein;
 - d) getting information from the Quality Assurance Services of the faculties on the matters related to this sphere for further processing and their placement into the database;
 - e) other activity promoting high level of teaching through introduction of modern methods of teaching, learning and assessment (modules, credit system, etc.) and preparation of self-assessment for the accreditation process;
 - f) development of a procedure for the internal assessment of scientific research activities of an independent scientific research unit of the University based on the international standards of the assessment of scientific research activities (participation of foreign assessors in the process of assessment, use of various forms of scientific bibliometrics, etc.) and submission to the Academic Council for approval.

7. The Quality Assurance Service of the University shall be accountable to the Academic Council and the Representative Council (Senate).
8. In the case of early termination of authority of the Head of the Quality Assurance Service of the University, the Representative Council (Senate) shall, on the recommendation of the Academic Council, approve an acting Head of the Quality Assurance Service and within 10 days from the authority termination announce elections for filling the vacancy.

CHAPTER III - FACULTY

Article 18 - Structure and management bodies of the Faculty

1. The Faculty is the main educational unit of the University, which ensures the preparation of students in one or several specialties and assignment of a relevant qualification to them.
2. The management bodies of the Faculty are: the Council of the Faculty, the Dean, and the Quality Assurance Service of the Faculty.
3. The Faculty is composed of the Faculty Administration, educational (academic department, department, college, etc.), scientific research (scientific research institute, laboratory, hospital, a department devoted to a specialist discipline, etc.), independent scientific research and auxiliary (library, etc.) structural units.
4. The Faculty shall also have a Deliberative Body and the position of a manager. A Board of Regents may be set up at the Faculty as prescribed by this Charter.
5. The structure and Regulations of the Faculty as well as the Regulations of its structural units (except those of an independent scientific research unit) shall be approved by the Representative Council (Senate) on the recommendation of the Faculty Council. The Regulations of an independent scientific research unit shall be approved by the Faculty Council.

Article 19 - Council of the Faculty

1. The representative body of the Faculty shall be its Council comprised of all persons holding academic positions at the Faculty, all persons holding scientific positions at the independent scientific research unit of the Faculty, and representatives of the students' self-government.
2. The number of the representatives of students' self-government bodies in the Council of the Faculty shall be determined by the Regulations of the Faculty, but it shall not be less than one fourth of the members of the Council.

Article 20 – Authority of the Council of the Faculty

1. The authority of the Council of the Faculty shall be determined by this Charter and the Regulation of the Council of the Faculty. The Regulations of Council shall be approved by the Council of the Faculty.
2. The Council of the Faculty shall:
 - a) develop a draft budget for the Faculty and submit the same to the Head of Administration (Chancellor) for approval;
 - b) elect the Dean of the Faculty by a majority of the members on the list on the basis of impartial and equal suffrage and by secret ballot;
 - c) draw up a strategic development plan, and educational and scientific research programmes for the Faculty the main educational unit upon the recommendation of the Dean, and submit the same to the Academic Council for approval;
 - d) develop the structure and the Regulations of the faculty upon the recommendation of the Dean, and submit the same to the Representative Council (Senate) for approval;
 - e) develop the Regulations of the Dissertation Council and submit the same to the Academic Council for approval;
 - f) elect the Head of the Quality Assurance Service of the Faculty;
 - g) have the right to review the issue of the termination of the authority of the Dean upon the request of not less than one third of the members of the Council of the Faculty on the grounds of violation of the legislation of Georgia by the Dean, or the improper fulfilment of the duties imposed on him/her and/or on the grounds of conducting activities that are irrelevant to the duties of the Dean. The decision on the termination of the authority of the Dean shall be made on the basis of a secret ballot by a majority of members on the list. The Dean may not participate in the ballot specified in this paragraph. An appeal of a decision regarding these matters shall not result in the suspension of the disputed act in proceedings;
 - h) appoint an acting Dean in the case of the early termination of the authority of the Dean;

- h1) upon recommendation of the Scientific Council of an independent scientific research unit of the Faculty, approve the Director of the independent scientific research unit of the Faculty;
- h2) upon recommendation of an independent scientific research unit of a major educational unit, approve the procedure for recruiting scientific personnel of the independent scientific research unit of the major educational unit;
- h3) upon recommendation of an independent scientific research unit of the Faculty, approve the Regulations of the independent scientific research unit of the Faculty, and additional conditions for occupying scientific positions at the independent scientific research unit of the Faculty;
- h4) upon recommendation of the Quality Assurance Service of the Faculty, approve the procedure for the internal assessment of scientific research activities of an independent scientific research unit of the Faculty;
- i) approve the decisions taken by the Ethics Commission of the Faculty;
- j) exercise other powers granted to it under this Charter and other legal and subordinate normative acts of Georgia.

Article 21 - Dean

1. The Council of the Faculty shall elect the Dean of the Faculty for the term of four years. The same person may be elected to the position of the Dean only for two consecutive terms. The opening for applications for the registration of candidates for the position of the Dean shall be announced by the Council of the Faculty at least one month prior to the beginning of registration of candidates, in accordance with the procedure established by the University Regulations and on the basis of principles of transparency, equality and fair competition.
- 1.1. A Full Professor or an Associated Professor of the University may be elected as the Dean of the Faculty.
2. The Dean shall:
 - a) ensure the practice of effective educational and scientific activities by the Faculty;
 - b) submit a strategic development plan and educational and scientific research programmes for the Faculty to the Council of the Faculty for approval;
 - c) develop the structure and the Regulations of the Faculty and submit the same to the Council of the Faculty for approval;
 - d) be responsible within his/her scope of authority for the execution of decisions made by the Representative Council (Senate), the Academic Council and the Council of the Faculty;
 - e) chair meetings of the Council of the Faculty;
 - f) be responsible for the targeted use of the budget of the main educational unit as provided for by the *Law of Georgia on Higher Education* and this Charter;
 - g) exercise other powers granted to him/her under this Charter and other legal and subordinate normative acts of the management bodies (managing entities) of the University and the Faculty.
3. The Dean shall, within his/her scope of authority, issue individual legal acts – orders to regulate all legal aspects in relation with the educational and research activities within the scope of the Faculty.

Article 22 - Quality Assurance Service of the Faculty

1. For the systematic internal assessment of the quality of teaching and scientific research activities at the Faculty and of the quality of professional development of its academic personnel and scientific personnel, the Quality Assurance Service shall be established for continuous development of the education quality assurance system. The Quality Assurance Service shall operate according to the Regulations of the Faculty.
2. In order to develop transparent criteria of quality control and the methodology for the assurance of those criteria, the Quality Assurance Service of the Faculty shall be authorized to establish links and cooperate with the appropriate services of foreign countries and foreign higher education institutions.
3. The Head of the Quality Assurance Service of the Faculty shall be elected by the Council of the Faculty for the term of four years. The same person may not be elected as the Head of the Quality Assurance Service for two consecutive terms. The requirements for the Head of the Quality Assurance Service of the faculty shall be determined by the Council of the Faculty.
4. A Full Professor or an Associated Professor – member of the Council of the Faculty – may be a member of the Quality Assurance Service of the Faculty.
5. The primary goal of the Quality Assurance Service of the Faculty is to facilitate the ensuring of the high quality of studies by way of applying contemporary methods for teaching, learning and assessing (modules, credit systems, etc.) and by way of developing self-assessment for the processes of authorisation and/or accreditation.

- 5.1. The Quality Assurance Service of the Faculty shall develop a procedure for internal assessment of the scientific research activities of an individual scientific research unit of the Faculty and submit it to the Council of Faculty for approval.
6. In the case of early termination of authority of the Head of Quality Assurance Service, the Council of the Faculty shall appoint the Acting Head of Quality Assurance Service and call elections within 10 days from the authority termination.

Article 23 - Deliberative Body of the Faculty

1. The Deliberative Body is composed of the Dean (Chairperson), his/her Deputy, Manager, the heads of structural units of the Faculty, the Head of the Quality Assurance Service of the Faculty, the representatives elected to the management bodies of the University under the Faculty quota.
2. The authority of the Deliberative Body shall be determined by the Regulations of the Faculty.

Article 24 - Manager

The Manager, who belongs to the support personnel, shall be appointed and his/her authority defined by an individual administrative act of the Rector.

Article 25 - Board of Regents

1. A board of Regents may be established at the Faculty by the decision of the simple majority vote of the members of the Council of the Faculty.
2. The composition of the Board of Regents shall be approved by the Academic Council of the University on the recommendation of the Council of the Faculty.
3. The mission of the Board of Regents shall be:
 - a) contribution to the development of the Faculty, cooperation, attraction of donations, support to its strengthening by means of the latest achievements of science and technology on the basis of knowledge of academic educational and scientific directions, understanding of the essence of the academic and intellectual processes and problem situations;
 - b) cooperation for raising the academic quality of the educational and scientific programs of the faculty and actualization of their operation.

Article 26 - Dissertation Council

1. A Dissertation Council is the body that grants the Doctor's academic degree.
2. The Dissertation Council shall be established at the University or Faculty according to an appropriate field/specialisation. The decision on the establishment of the Dissertation Council/Councils shall be made by the Academic Council of the University.
3. The procedures for the establishment of the Dissertation Council at the Faculty and of the election of its Chairperson shall be determined upon the recommendation of the Council of the Faculty under regulations approved by the Academic Council. The procedures for the formation of the Dissertation Council of the University and of the election of its Chairperson shall be determined upon the recommendation of the Council(s) of the Faculty and independent scientific research unit(s) under the Regulations approved by the Academic Council.
- 3.1. The Dissertation Council of the Faculty shall consist of all Professors and Associate Professors of an appropriate field/specialisation of the Faculty, and of a senior research fellow and a chief research fellow of an appropriate field/specialisation of an independent scientific research unit of the Faculty. The Dissertation Council of the University may consist of all Professors and Associate Professors of an appropriate field/specialisation of the University, and a senior research fellow and a chief research fellow of an appropriate field/specialisation of an independent scientific research unit of the University, or of the Professors and Associate Professors of an appropriate field/specialisation of the University and senior research fellows and chief research fellows of an appropriate field/specialisations of an independent scientific research unit of the University. Members of the Dissertation Council of the University shall be selected based on the criteria and the procedure determined by the Academic Council.
- 3.2. Representatives of an appropriate field/persons with an appropriate specialisation from Georgia and abroad may be members of the Dissertation Council of the Faculty and the Dissertation Council of the University, based on the criteria and the procedure determined by the Academic Council.
4. On the recommendation of the Chairperson of the Dissertation Council, it would be possible to invite to the Dissertation Council a person with Doctor's academic degree, who is not an employee of the University and who, during the last 5 years, has published at least 3 scientific works in any doctoral program of the Faculty.

CHAPTER III.1 – INDEPENDENT SCIENTIFIC RESEARCH UNIT

Article 26.1 - Criteria and procedure for establishing an independent scientific research unit

1. The status of an independent scientific research unit of the University may be granted to the scientific research institute, center, etc., which in terms of the size, quality of its scientific activity and international cooperation is internationally visible, competitive and makes a significant contribution to the development of an appropriate field(s) that can be established by means of the following indicators:
 - a) Scientific production created by the scientific personnel of an independent scientific research unit – articles published in international journals with impact factor and local scientific journals (does not concern the kartvelological sciences), internationally peer reviewed journals, proceedings of international conferences; monographs, manuals, dictionaries, maps published by international editors; have developed technology, generated databases and special collections; the unit is involved in international scientific networks, carried out important publishing activity (printed and electronic databases, scientific periodicals, language corps, etc.);
 - b) University, national and international scientific research projects implemented by the scientific personnel of an independent scientific research unit;
 - c) Research aimed at developing and perfecting managing of the national economy sectors, facilitating the innovation activity (normative documents, state program, concept, etc.);
 - d) Objects of intellectual property of the scientific personnel of an independent scientific research unit (in case the unit's profile enables so);
 - e) Participation in and/or organization by the scientific personnel of national and international scientific research events (conference, exhibition, symposium, seminar, workshop, seasonal school, etc.);
 - f) Availability of program financing on the basis of peer review of an appropriate industry/subindustry by a foreign expert(s).
2. The status of an independent scientific research unit of the Faculty may be granted to the scientific research institute, which in terms of the size, quality of its scientific activity is nationally visible, but less important internationally that can be established by using the following indicators:
 - a) Publications by the scientific personnel of an independent scientific research unit (in scientific journals and conference proceedings);
 - b) Scientific research projects implemented by the scientific personnel of an independent scientific research unit;
 - c) Participation of the scientific personnel in scientific research events (conference, symposium, seminar, workshop seasonal school, etc.);
 - d) Availability of program financing on the basis of peer review of an appropriate industry/subindustry by a foreign expert(s).
3. A decision on the foundation of an independent scientific research unit of the University shall be taken by the Academic Council and approved by the Representative Council (Senate).
4. A decision on the foundation of an independent scientific research unit of the Faculty shall be taken by the Faculty Council and approved by the Representative Council (Senate).
5. The Regulations of an independent scientific research unit of the University shall be approved by the Representative Council (Senate) on the recommendation of the Academic Council (Senate), while the Regulations of an independent scientific research unit of the Faculty – by the Faculty Council.

Article 26.2 – The structure and management of an independent scientific research unit

1. The structure of an independent scientific research unit shall be determined by the Regulations of the independent scientific research unit.
2. The management bodies of an independent scientific research unit are the Scientific Council of the independent scientific research unit and the Director of the independent scientific research unit.
3. Scientific and non-scientific structural units of an independent scientific research unit, their management and operation procedure shall be determined by the Regulations of the independent scientific research unit.
4. The Head of a scientific structural unit of an independent scientific research unit shall be elected by the Scientific Council on the basis of an open competition and approved by the Director according to the Regulations of the independent scientific research unit. A person who meets the requirements established for a chief research fellow or a senior research fellow of an independent scientific research unit may be elected as the Head of a scientific structural unit of the independent scientific research unit. If a person who has not occupied the position of a chief research fellow or a senior research fellow of an independent scientific research unit is elected as the Head of a scientific

structural unit of the independent scientific research unit, he/she shall also be considered as elected to a respective academic/scholar's position.

5. The procedure for the election/appointment of the Head of a non-scientific structural unit of an independent scientific research unit shall be determined by the Regulations of the independent scientific research unit.

Article 26.3 – Scientific Council of an independent scientific research unit

1. Chief research fellows of an independent scientific research unit shall establish the Scientific Council of the independent scientific research unit.
2. The Scientific Council of an independent scientific research unit shall:
 - a) review and decide on the issues of scientific management and development of the independent scientific research unit;
 - b) in case of implementing higher education programmes, participate in the monitoring process of fulfilment of a research component;
 - c) perform other functions determined by the *Law of Georgia on Higher Education*, other legislative and subordinate legal acts of Georgia and the Regulations of an independent scientific research unit.
3. The activities of the Scientific Council of an independent scientific research unit shall be administered by the Chairperson elected by majority of the members on the nominal list of the Council.
4. Powers, term of office, procedure of election and termination of powers of the Chairperson of the Scientific Council of an independent scientific research unit shall be determined by the Regulations of the independent scientific research unit.

Article 26.4 – Director of an independent scientific research unit

1. Operation of an independent scientific research unit shall be administered by the Director of the independent scientific research unit.
2. The Scientific Council of the independent scientific research unit shall select the candidate for the Director of an independent scientific research unit on the basis of an open competition for a five-year term and submit to the Academic Council/the Council of the Faculty for approval. In case of a grounded refusal of the Academic Council/the Council of the Faculty to approve the candidate of the Director, the Scientific Council of the independent scientific research unit shall submit the same candidate or select another candidate. In case of a repeated refusal of the Academic Council/the Council of the Faculty to approve the candidate of the Director, an acting Director of an independent scientific research unit of the University shall be appointed by the Rector, and an acting Director of an independent scientific research unit of the Faculty shall be appointed by the Rector on the recommendation of the Dean. The Scientific Council of an independent scientific research unit shall, no later than 6 months, select a new candidate for the Director of the independent scientific research unit. An acting Director of an independent scientific research unit shall be appointed until the candidate for the Director of the independent scientific research unit is approved by the Academic Council/Council of the Faculty.
3. The position of the Director of an independent scientific research unit may be occupied by a person who meets the requirements established for a chief research fellow of the independent scientific research unit, and whose age does not exceed 65. If a person who does not hold the position of a chief research fellow of an independent scientific research unit occupies the position of the Director of the independent scientific research unit, he/she shall also be considered as elected to the position of a chief research fellow. Reaching the age of 65 shall not entail termination of powers of the Director.
4. The same person may occupy the position of the Director of an independent scientific research unit only for two consecutive terms.
5. The procedure for selecting a candidate for the Director of an independent scientific research unit and powers of the Director shall be determined by the Regulations of the independent scientific research unit.

Article 26.5 – Authority of an independent scientific research unit

An independent scientific research unit shall be authorized to:

- a) carry out fundamental and applied scientific research activities;
- b) carry out consultation activities and provision of expertise under the procedure established by the legislation of Georgia;
- c) organize and/or participate in scientific conferences of different level (local, national and international) and other scientific events with the own or attracted financial support;

- d) within own authority, cooperate – conclude agreements and/or memorandums with the Georgian and foreign scientific research institution for making and implementation of joint scientific research projects;
- e) under the procedure determined by the University, participate in the implementation of higher education programmes and in the preparation of Bachelor's and Master's theses and dissertations by students;
- f) under the procedure determined by the University, engage students in scientific grant programmes, local and international scientific conferences and scientific research events;
- g) exercise other activities provided for by the legislation of Georgia and Regulations of an independent scientific research unit.

CHAPTER IV – PERSONNEL OF THE UNIVERSITY

Article 27 – Personnel of the University

1. The University shall have the academic, scientific, administrative and support positions.
2. The workload threshold for academic personnel shall be determined by the Academic Council of the University and approved by the Representative Council (Senate).

Article 28 - Academic personnel of the University

1. The academic personnel of the University comprise a Full Professor, Associate Professor and Assistant Professor.
2. (Deleted);
3. Professors participate in and/or manage the educational process and scientific research.
4. Under the supervision of Full Professor, Associate Professor or Assistant Professor, assistants conduct seminars and carry out research activities within the scope of the study process at the Faculty.

Article 29 - Procedures for holding academic positions

1. An academic position may be held only on the basis of an open competition, which shall comply with the principles of transparency, equality and fair competition.
2. The date and conditions for conducting a competition shall be published as provided for by the legislation of Georgia and this Charter within not later than one month prior to the submission of applications.
3. An invitation to a competition shall be placed on the official webpage of the University and a conspicuous place at the University in order to ensure its publicity and accessibility for persons concerned.
4. The invitation shall indicate the date of starting registration of the competitors, the
5. A competition, on the basis of the decision of the Academic Council, shall be invited by the Rector. The competition shall be held in accordance with the principles of transparent, equal and fair competition. The holding of competition shall be ensured by a selection board to be set up by the Academic Council of the University. For holding a respective academic position, the selection board shall submit the winning contenders (the competition results) identified on the basis of a ballot to the Academic Council for approval.

Article 30 – Conditions for selecting to an academic position

1. A person with a Doctor's or an equivalent academic degree, who has at least six years of experience in a scientific and pedagogical field, may be elected to the position of a Professor. A person shall be elected to the position of a Professor for a four-year term or for an indefinite term. For an indefinite term may be elected a person, who meets the conditions established by this paragraph and who has special professional and/or scientific achievements (for example, scientific publications in the leading local and international journals and other editions, participation in the national and international research projects, etc.). Every five years, a Professor elected for an indefinite term shall undergo an attestation under the procedure established by this Charter.
2. A person with a Doctor's academic degree or an equivalent degree, who has at least three years of experience in scientific and pedagogical field, may be elected to the position of an Associate Professor. A person shall be elected to the position of an Associate Professor for a four-year term.
3. A person with a Doctor's academic degree or an equivalent degree may be elected to the position of an Assistant Professor for a three- or four-year term.
- 3.1. A doctoral student may be elected to the position of an Assistant for a three- or four-year term.

4. A person, who has an appropriate professional experience, whose qualification can be certified by professional experience, special preparation and/or published works, and who has the competence required for achieving the study results provided for under the program, may also be selected to an academic position. The qualification requirements and competition participation conditions for the persons of this category shall be defined by the Academic Council and approved by the Representative Council (Senate).

Article 31 – Rights and obligations of academic personnel

1. According to competence, the academic personnel shall have the right to:
 - a) participate in the management of the University, including in the election of management bodies;
 - b) independently carry out the study process, research, and publish research papers;
 - c) teach, research and publish scientific works independently;
 - d) determine the content of the syllabi of educational programmes independently, as well as the teaching methods and mechanisms within the scope of educational programmes.
2. The academic personnel shall be obliged to:
 - a) comply with the internal regulations and the Code of Ethics of the University;
 - b) comply with the obligations undertaken under a labour agreement;
 - c) submit a report on the work performed after the advanced training;
 - d) comply the requirements established by this Charter and the law;
 - e) c) submit a report on the work performed after the completion of a research leave.
3. The University shall ensure freedom of academic personnel in scientific studies and research work and provide appropriate conditions for carrying out their activities.

Article 32 – Dismissal of academic personnel

The grounds for dismissal of the academic personnel are:

- a) personal application;
- b) expiration of a fixed-term labor agreement;
- d) gross or systematic violation of the internal regulations and the Code of Ethics of the University;
- e) violation of the labour agreement-stipulated conditions;
- e) retirement pension or award of the title of emeritus;
- f) other cases prescribed by the law.

Article 33 - Awards and academic titles of the University

1. The top award of the University is the “Giorgi Nikoladze Medal”, the award of the University is “Honorary Diploma”.
2. A procedure and conditions for granting the University awards shall be determined by the relevant provisions approved by the Academic Council.
3. The Academic Council may grant to a scholar or public figure for special merits the honorary doctoral degree or the title of emeritus.
4. The honorary doctoral degree may be granted in honor for special services rendered to the University to an outstanding Georgian and foreign scientist, statesman and/or public figure on the recommendation of the Rector of the University and/or the Council of the Faculty.
5. The title of emeritus may be awarded for special services to a person engaged in the fruitful educational-scientific and social activities at the University, also to an outstanding Georgian and foreign scientist, statesman and/or public figure on the recommendation of the Rector of the University and/or the Council of the Faculty and/or member of the Academic Council.
6. The option to remunerate persons holding the title of emeritus may be determined by the Academic Council in each specific case.

Article 34 - Invited specialists, teaching personnel

1. The University may invite a specialist with appropriate qualifications (invited professor and/or invited teacher) to participate in and/or manage the educational and/or scientific research processes without occupying an academic or a teacher's position determined by this Law.
2. The invited professors are divided into the P, A and AP categories, the official rights and obligations of which are similar to the status of Professors, Associated professors and Assistant professors respectively. A procedure and the amount of their remuneration shall be determined by the Academic Council of the University and approved by the Representative Council (Senate).
3. The teaching personnel comprise a teacher and senior teacher. The teaching personnel may carry out practical and laboratory work without occupying an academic position.

Article 35 - Scientific personnel of the University

1. The scientific personnel of an independent scientific research unit may consist of scholars and postdoctoral fellows.
2. Scholars are persons holding the following scientific positions: a chief research fellow, senior research fellow and a research fellow.
3. A postdoctoral fellow is a person elected by the Scientific Council of an independent scientific research unit on a competition basis at the Faculty or an independent scientific research unit for the maximum of a two-year term to carry out a particular scientific research project, according to the procedure and term established by the Academic Council. A person may be elected to the position of a postdoctoral fellow only once.

Article 35.1 – Procedure for occupying a scientific position

1. A scientific position may only be occupied on the basis of an open competition to be conducted according to the transparency, equality and fair competition principles.
2. A person with a Doctor's or an equivalent academic degree, who has at least six years of experience in a scientific and pedagogical field, may be elected to the position of a chief research fellow. A person shall be elected to the position of a chief research fellow for a five-year term or for an indefinite term. For an indefinite term may be elected a person, who meets the conditions established by this paragraph and who has special professional and/or scientific achievements (for example, scientific publications in the leading local and international journals and other editions, participation in the national and international research projects, etc.). Every five years, a chief research fellow elected for an indefinite term shall undergo an attestation under the procedure established by this Charter.
3. A person with a Doctor's or an equivalent academic degree, who has at least three years of experience in scientific and pedagogical field, may hold the position of a senior research fellow. A person shall be elected to the position of a senior research fellow for a five-year term.
4. A person with a Master's or an equivalent degree may hold the position of a research fellow. A person shall be elected to the position of a research fellow for a five-year term.
5. The date of the competition for occupying a scientific position and additional conditions shall be published under the procedure established by the legislation of Georgia and the Regulations of a scientific research unit one month prior to submitting the appropriate documents.
6. The procedure for recruiting the scientific personnel of an independent scientific research unit of the University and the additional requirements for occupying a scientific position at an independent scientific research unit of the University shall be developed by the Scientific Council of the independent scientific research unit and submitted to the Academic Council of the University for review. The Academic Council shall submit the procedure and additional requirements to the Representative Council (Senate) of the University for approval.
7. The procedure for recruiting the scientific personnel of an independent scientific research unit of the Faculty and the additional requirements for occupying a scientific position at an independent scientific research unit of the Faculty shall be developed by the Scientific Council of the independent scientific research unit of the Faculty and submitted to the Council of Faculty for approval.
8. A person with a Doctor's academic degree may be elected as a postdoctoral fellow according to the procedure established by the Academic Council.

Article 35.2 - Labour relations of scientific personnel

1. A written labour agreement shall be concluded with the scientific personnel.
2. The grounds for terminating a labour agreement with the scientific personnel shall be as follows:
 - a) a personal application;
 - b) expiration of a fixed-term labour agreement;
 - c) gross or systematic violation of disciplinary norms;
 - d) violation of the conditions under the labour agreement;
 - e) other cases determined by the legislation of Georgia.
3. The issue of compatibility of an academic position and a scientific position shall be determined as prescribed by the Academic Council.

Article 35.3 – Rights and obligations of a scholar

1. The rights of a scholar shall be determined by the legislation of Georgia, the Regulations of an independent scientific research unit and/or under the labour agreement.
2. A scholar shall have the right to:

- a) conduct a scientific research without external interventions and publish the research results without limitation, unless the results are limited under the labour agreement or they contain a state secret;
 - b) independently determine the content, methods and means of the scientific research;
 - c) participate in the completion of educational and research components of the educational programmes;
 - d) along with scientific research activities, participate in competitions for obtaining grant financing, and use the financing under an individual grant/grants and obtain additional financing;
 - e) exercise other powers granted by the *Law on Higher Education* and other legal and subordinate acts of Georgia.
3. A scholar shall:
- a) comply with the requirements established under the legislation of Georgia and the Regulations of an independent scientific research unit;
 - b) fulfil the obligations under the labour agreement;
 - c) annually submit an activity report according to the procedure established by the legislation of Georgia.
4. The University/Faculty and an independent scientific research unit shall ensure freedom of scientific research of the scientific personnel.

Article 35.4 - Procedure for attestation/certification of a Professor and Chief Research Fellow

1. A person elected to the position of a Professor and Chief Research Fellow for an indefinite period shall be subject to attestation/certification once every 5 years.
2. An assessment of compliance of the work performed by the Professor and chief research fellow, the person's professional skills, qualification, potential and personal qualities with the requirements to the position held shall be carried out during the attestation.
3. The attestation shall be carried out in compliance with the principles of lawfulness, publicity, transparency, non-discrimination, objectivity, and impartiality.
4. The Attestation/Certification Commission of the appropriate faculty of the University shall carry out the attestation of a Professor, while the attestation of a chief research fellow shall be carried out by the Attestation/Certification Commission of an appropriate independent scientific research unit. The attestation commissions shall be set up by the Rector of the University.
5. The appropriate Attestation Commission shall determine: the criteria of and procedure for assessing compliance of a person with the requirements to the position held; a list of persons subject to attestation, and the attestation conduct schedule. Chairperson of the appropriate Attestation commission shall make said information public.
6. According to the attestation results, the attestation commission shall conclude as follows:
 - a) the person complies with the position held;
 - b) the person does not comply with the position held.
7. The results of the attestation as per paragraph 6(b) of this Article shall cause dismissal of the person from the position.
8. A person subject to attestation may appeal against the attestation results with the Commission of Claims (where available), and then in the court, or do not use the right of appealing to the Commission of Claims and submit the appeal against the procedure and results of the attestation in the court, as prescribed by the legislation of Georgia.

Article 36 - Administrative positions and other personnel

1. The administrative positions at the University are composed of the following: the Rector, the Head of Administration (Chancellor), the Dean and their Deputies, the Director of an independent research scientific unit, the Head of the Quality Assurance Service of the University and the Head of the Quality Assurance of the Faculty.
2. The administrative positions shall be held as prescribed by the *Law of Georgia on Higher Education* and this Charter.
3. A Vice-Rector and other deputies shall be appointed and dismissed by the Rector.
4. Deputies of the Head of the Administration (Chancellor) and the Dean shall be appointed under the Rector's order or the recommendation of an appropriate managing entity.
5. Other personnel necessary for the activity of the University shall belong to the support personnel provided by the staff list.

Article 37 - Dismissal of administrative personnel

The following may be the grounds for the early dismissal of a person holding an administrative position at the University:

- a) the personal application;
- b) the entry into force of a judgement of conviction pronounced by the court against him/her;
- c) death;
- d) dismissal from an academic position of the University, if holding of the academic position is a precondition for occupying a respective administrative position;
- d1) the organizational and structural changes, which cause and/or require the annulment/transformation, replacement or substitution with a new position/positions or causes redundancy;
- g) other cases determined by the legislation of Georgia or the labour agreement.

Article 37.1 - Dismissal of support personnel

The grounds for early dismissal of the support personnel shall be:

- a) Personal application in compliance with an advance written notification provided for by the labor agreement;
- b) entry into force of a conviction, excluding the possibility of performance of work;
- c) death;
- d) other cases prescribed by the legislation of Georgia and labor agreement.

Article 38 – Incompatibility of offices

1. Administrative personnel may not at the same time hold other administrative positions at the same University or be the heads of other structural units within the University.
2. If a precondition for occupying an administrative position or for being a member of a management body is the holding of an academic position, the expiration of the term of office of the academic position shall entail the termination of the term of office of corresponding administrative positions or the termination of membership of a management body immediately after the results for the selection of candidates for academic positions have been approved, if the person was not elected to a respective academic position.
3. A member of the Academic Council may not at the same time hold an administrative position, except the position of the Rector, or be a member of the Representative Council (Senate) at the same higher education institution.
4. The speaker of the Representative Council (Senate) may not simultaneously hold an administrative position at the same University.
5. The incompatibility of offices of academic, teaching and support personnel, as well as other cases of incompatibility, shall be determined by the legislation of Georgia and the relevant administrative acts of the University.

CHAPTER V – STUDENTS

Article 39 - Student's status and rights

1. A person shall be granted the status of a University student in the established manner, on the basis of Rector's order on admission to the University, which shall be valid until the termination of his/her legal relations with the University.
2. The student's status shall enable the student to use the rights and obligations of students.
3. The student shall have the right to:
 - a) acquire high quality education;
 - b) participate in scientific research;
 - c) use the material and technical and, library and, information and other resources of the University on equal terms, as provided for by this Charter and the internal regulations and provisions of the University;
 - e) elect a representative and be elected as a member of the students' self-government body, as well as of the management bodies of the University and its faculties on the basis of universal, equal and direct suffrage by secret ballot, as provided for by this Charter;
 - f) freely establish and/or join student organisations according to his/her interests;
 - g) express opinions freely and reasonably refuse to share ideas offered during the study process;
 - h) use the right of mobility as prescribed by the legislation of Georgia and the University;
 - i) obtain scholarship, financial or material assistance and other benefits from the State, the University or other sources as provided for by the legislation of Georgia and the University;

- j) choose an educational programme;
 - k) participate in preparing an Individual Educational Programme;
 - l) periodically assess the performance of academic personnel;
 - m) exercise other rights granted to him/her under this Charter and the legislation of Georgia.
4. The University shall allocate benefits for students with disabilities in order to provide them with the necessary conditions for the acquisition of appropriate education.
 5. Personal information disclosed by a student in the presence of academic personnel, or information about personal and political opinions and religious confessions of students which become known to the academic personnel during the study process, as well as information on disciplinary measures against a student shall be confidential, unless otherwise authorised by the student or where it is a legal interest of the administration to ensure the safety and protect the lawful rights of others. Information on the academic performance of a student and on disciplinary measures taken against a student shall be kept separately. The administration shall keep information on a student as provided for by the General Administrative Code of Georgia.
 6. The University shall ensure the fair assessment of the students' knowledge, for which the institution shall develop appropriate procedures.
 7. The grounds for suspension of the student status shall be:
 - a) Failure to undergo administrative (financial indebtedness) or academic registration;
 - b) Pregnancy, delivery, child care or health deterioration;
 - c) Studies in a foreign higher educational institution, except for the studies within an exchange educational program;
 - d) Personal application (without indication of the reason);
 - e) Institution of criminal proceedings against him/her, excluding the possibility of the student's participation in the process of studies;
 - f) calling up for military service or reserve assignment;
 - g) other law-stipulated cases.
 8. On the basis of subparagraphs "b" and "c" of paragraph 7 of this article, a student shall apply for the status suspension to the Rector of the University within not later than 5 weeks after beginning the process of studies. After expiration of this date the student shall have no right to use the tuition fee in the next semesters.
 9. In case of failure to pay the tuition fee, suspension of the student status shall not release the student from the liability of paying the tuition fee.
 10. The maximum period for the student status suspension shall be five years.
 11. Upon recovery of the student status, the person with the suspended student status may, as a rule, continue studies from the semester when his/her status was suspended.
 12. The grounds for termination of the student status shall be:
 - a) suspension of the student status for more than 5 years during studies at the University;
 - b) the completion of an educational programme at the given stage;
 - c) personal application;
 - d) failure to comply with the requirements of an appropriate educational programme by the deadline fixed by the rules governing the process of studies;
 - e) a decision taken as a result of disciplinary proceedings against the student on the basis of the internal regulations and Code of Ethics of the University;
 - f) decease;
 - g) other case stipulated by law.
 13. A person with the suspended student status may recover it as prescribed by the legislation of Georgia.
 14. A person with the suspended student status may re-obtain it as prescribed by the legislation of Georgia.
 15. The student status suspension, recovery or termination shall be legalized by the Rector's order.
 16. The legal outcomes provided for by legal act on the student status termination shall come into force after twelve months from issuing the order. The student status is deemed to be suspended within this time period and the student may use the right of mobility, except the case when the grounds of the student status termination are incompatible with the Charter of the receiving institution.

Article 40 – Obligations of a student

In accordance with the curriculum established by the University a student shall study all subjects that have been selected by him/her or that are mandatory, and shall comply with this Charter and the internal regulations of the University.

Article 41 - Disciplinary liabilities of a student

1. Disciplinary proceedings against a student shall be proportionate to the committed disciplinary offence, and may be implemented only in the cases and in accordance with the procedures determined by the Code of Ethics and the internal regulations of the University, and shall be conducted in accordance with the *Law of Georgia on Higher Education* and by way of fair procedures.
2. A decision on the initiation of disciplinary proceedings against a student for violating the rules of conduct established by the Code of Ethics of the University shall be taken by the appropriate Faculty Council. A procedure for disciplinary proceedings rule as well as the student's right and obligations in the course of disciplinary proceedings are determined by the *Law of Georgia on Higher Education* and the Code of Ethics of the University.
3. The initiation of disciplinary proceedings against a student shall not limit the student's right to participate in the study process, except in the cases determined by the Code of Ethics and the internal regulations of the University, where such participation puts others' rights and, health, or the property and security of the University at risk.
4. Upon the initiation of disciplinary proceedings a student shall have the right to:
 - a) be provided with a written substantiated decision on the initiation of disciplinary proceedings against him/her;
 - b) attend the hearing of the case of disciplinary proceedings and exercise the rights of defence;
 - c) provide the appropriate body of the University with information and evidence available to him/her;
 - d) participate in the investigation of the evidence obtained by the appropriate body of the University;
 - e) require a public hearing of the case of disciplinary proceedings initiated against him/her.
5. During the hearing of the case of disciplinary proceedings the burden of proof rests with the claimant. The decision on the disciplinary proceedings shall be substantiated and be based on the evidence obtained in accordance with procedures established by the legislation of Georgia and the Code of Ethics and internal regulations of the University. All evidence that is the basis for the disciplinary proceedings shall be investigated by the body exercising the disciplinary proceedings – the appropriate Faculty Council.
6. A student may appeal the decision concerning him/her taken by the University to court.

Article 42 - Student self-government

1. The students' self-government bodies, elected for each faculty, shall be established within the University on the basis of universal, equal and direct suffrage by secret ballot.
2. The unity of student self-government bodies, elected within the faculties, shall constitute the self-government of the University that develops Regulations for the student self-government bodies.
3. Under its Regulations the student self-government bodies shall:
 - a) ensure the participation of students in the management of the University;
 - b) facilitate the protection of the students' rights;
 - c) elect representatives to the Faculty Council;
 - d) have the right to prepare proposals for improving the management system and quality of studies at the University, and submit such proposals to the Faculty Council, the Representative Council and the Academic Council;
 - e) exercise other rights determined by the Regulations.
4. The administration of the University may not intervene in the activities of the student self-government bodies.

CHAPTER VI - BUDGET AND PROPERTY OF THE UNIVERSITY AND STATE CONTROL

Article 43 - Budget of the University

1. Drafting of the next year budget of the University shall be coordinated by the Head of Administration (Chancellor) of the University.
2. The next year draft budget of the University shall be developed through consultations with faculties and other structural units of the University.
3. The Head of Administration (Chancellor), through an agreement with the Academic Council, shall submit the draft budget to the Representative Council (Senate) for approval.
4. The Representative Council (Senate) shall consider the submitted draft budget and either approve it or return it to the Head of Administration with appropriate comments.
5. If the Head of Administration agrees with the comments, the Senate shall approve the budget considering the presented comments.

6. If the Head of Administration (Chancellor) does not agree with the comments of the Representative Council (Senate), he/she shall have the right to return back reasonably substantiated initial version of the budget to the Representative Council (Senate) for further approval. The proposals of the Academic Council shall be attached to the substantiation submitted to the Representative Council (Senate).
7. If the Representative Council (Senate) does not approve the budget again, it shall become the ground for terminating the term of office of the Head of Administration (Chancellor) and the budget shall be approved upon its submission by the newly elected Head of Administration (Chancellor).

Article 44 - Financing of the University

1. The University together with its structural units may carry out economic activities permitted by the legislation of Georgia.
2. The sources of financing of the University are:
 - a) tuition fees paid by state educational scholarships and state educational scholarships for Master's Programmes (only for accredited higher educational programmes);
 - b) income from grants, donations and bequests;
 - c) scientific research grants allocated by the State on the basis of a competition;
 - d) financing allocated by the ministries according to the disciplines;
 - e) income from the execution of state orders;
 - f) other income, including the income from economic activities, permitted by the legislation of Georgia;
 - g) income received from fulfillment of the state order;
 - h) Income from the work fulfilled on the basis of agreements;
 - g) Incomes from other activities, including economic activities permitted by Georgia legislation.

Article 45 - Property of the University and state control

1. The property of the University consists of the property transferred to it by the State, legal and private entities, and of the property acquired by it with its own funds.
2. The state control over the University shall be exercised by the Ministry of Education and Science of Georgia, which performs the supervision over the legitimacy, expediency and effectiveness of the University activities, as well as over its financial and economic activities. The Ministry of Education and Science of Georgia shall be authorized to request from the University any material and information necessary for exercising control.
3. With the consent of the Ministry of Education and Science of Georgia, the University shall have the right to perform the following actions:
 - a) acquisition of real estate, alienation and mortgage of the University-owned assets;
 - b) taking a loan;
 - c) warranty;
 - d) (deleted);
 - e) Other decisions related to the University's property if they go beyond ordinary activities.
4. The refusal of the Ministry of Education and Science of Georgia for implementation of the activities envisaged by paragraph 3 of this article shall be well-founded. The refusal may be appealed in the superior state agency and/or in the court.
5. Acquisition, alienation or leasing of real estate of the university completely or partly, as well as any decision related to the property, if it goes beyond the educational and scientific-research activities, shall be made only by the decision of the Representative Council (Senate) with the consent of the Ministry of Education and Science of Georgia and the Ministry of Economy and Sustainable Development of Georgia, as prescribed by the legislation of Georgia.
6. In order to perform the activities stipulated by subparagraphs "b" and "c", paragraph 3 of this article, the consent of the Ministry of Finance of Georgia is necessary.

Article 46 - Drawing up and auditing the University's balance sheet

The University shall, as prescribed by Georgian legislation, be obliged to perform accounting of financial and economic activities of the University draw up the balance sheet and submit it to the Ministry of Education and Science of Georgia for approval. The annual balance sheet of the University shall be audited by an independent auditor appointed by the Ministry of Education and Science of Georgia.

CHAPTER VII - REORGANIZATION, LIQUIDATION

Article 47 - Reorganization and liquidation of the University

1. Reorganization and liquidation of the University shall be carried out as prescribed by the legislation of Georgia.
2. Reorganization and liquidation of the University shall be carried out by the Government of Georgia as prescribed by the legislation of Georgia on the recommendation of the Ministry of Education and Science of Georgia.

CHAPTER VIII - AMENDMENTS AND ADDENDA IN THE CHARTER

Article 48 – Procedure for making amendments and addenda in the Charter

The Representative Council (Senate) shall, together with the Academic Council of the University, work out draft amendments and addenda to the Charter and will submit to the Ministry of Education and Science of Georgia for approval.

CHAPTER IX – TRANSITIONAL PROVISIONS

Article 49 – Determining the status of an independent scientific research unit

1. The status of independent scientific research units – scientific research institutes (centers) within the University system shall be determined before June 1, 2017 in accordance with the criteria as per Article 26.1 of this Charter.
2. A newly established independent scientific research unit shall be considered as a legal successor of the appropriate scientific research institute (center).