

Free Academy of Tbilisi

Senate Provision



Article 1. General provisions

1.1. The Senate is a collegial body responsible for ensuring the educational, academic and scientific work of a higher educational institution.

Article 2. Composition of the Senate

2.1. The senate consists of the chairman of the senate - the rector of the academy and members of the senate. The composition of the Senate is determined by seven members - the chairman, the rector, two academic and one invited staff member nominated by the school board, 2 (two) students nominated by the student self-government;

2.2. The term of office of a member of the Senate is 6 years;

2.3. In case of premature termination of the mandate of a member of the Senate, a new member is appointed for the remaining term of the mandate of the Senate.

Article 3. Powers of the Senate

3.1. Approves the Academy's mission, provision, code of ethics and disciplinary responsibility, internal regulations;

3.2. Approves the Academy's seven-year strategic development plan and three-year action plan, as well as business continuity management mechanisms and action plan;

3.3. Approves the structure of the Academy, makes decisions on the creation, reorganization and liquidation of structural units of the Academy, the creation, reorganization and liquidation of the main educational unit - faculty (school);

3.4. Approves educational programmes and syllabi of relevant courses upon presentation of the school/schools board;

3.5. Approves the provisions of basic educational and structural units based on the submissions of the relevant structural units;

3.6. Approves the academy's rules of procedure, Learning process regulation rule, the Personnel management policy, the Personnel management rule, the Internationalization policy and the Information technology management policy;

3.7. Approves the budget of the Academy presented by the financial service;

3.8. Determines the terms and conditions of tenure by academic staff;

3.9. Approves internal quality assurance mechanisms and mechanism evaluation system;

3.10. Approves the strategic planning methodology, the main strategies for attracting foreign students and academic staff, the mechanisms for the development of electronic services and electronic management systems, and the rule of administration of the official website of the Academy;

3.11. Reviews the Academy's annual reports;



- 3.12.** Approves the methodology for determining the number of student contingents and academic/invited personnel;
- 3.13.** Approves the Methodology of planning, designing and development of educational programmes;
- 3.14.** Approves the methodology of developing individual curriculum;
- 3.15.** Has the right to award the title of honorary doctor for special merit to a scientist or a public figure who is a citizen of Georgia or a foreign country, based on the school's submission;
- 3.16.** Exercises other powers defined by this provision and the Provision of the Academy.

Article 4. Termination of powers of a Senate member

- 4.1.** The basis for the termination of the status of a professor and student member of the senate is the termination of his/her respective academic and/or labor relationship with the academy;
- 4.2.** In case of premature termination of the mandate of a member of the Senate, a new member is elected for the remaining term of the mandate of the Senate.
- 4.3.** The grounds for early termination of the Senate chairman's term of office are:
- A. Personal application;
 - b. Entry into legal force of the guilty verdict issued against him/her by the court;
 - c. Death;
 - d. Being recognized by the court as incompetent or with limited capacity;

Article 5. Rules of conducting the Senate session

- 5.1.** Senate sessions are held at least twice a year;
- 5.2.** The chairman of the Senate will be elected at the first session of the Senate;
- 5.3.** Senate sessions are convened by the chairman on his own initiative or on the initiative of 1/3 of the full composition of the Senate;
- 5.4.** The Senate makes a decision by the majority of the full composition of the Senate;
- 5.5.** Senate sessions are organized and chaired by the Chairman. In case of his/her absence, the chairman of the session will be elected from among the members of the Senate, by the majority of the members of the Senate;
- 5.6.** The senate session is convened by the senate chairman, who ensures that the members are informed about the date and agenda of the session - draws up the minutes of the session;
- 5.7.** The session is entitled to make a decision if the majority of the members of the Senate are present at the session. Issues are decided by open voting. The decision will be considered adopted if the majority of the total composition of the Senate votes on the issue.
- 5.8.** The opinions and views expressed by the members of the Senate are reflected in the protocol of the session, which is signed by the chairman of the Senate and the secretary of the session.

Article 6. Final Provisions

- 6.1.** The provision shall enter into force upon signature;
- 6.2.** Amendments and additions to the statute are made in accordance with the law;
- 6.3.** This provision shall lose its validity in case of approval of a new provision.

