



STATUTE OF INSTITUTE OF BIOPHYSICS OF SCHOOL OF NATURAL SCIENCES AND ENGINEERING

ARTICLE 1 - GENERAL PROVISIONS

This Statute determines tasks and objectives of the Institute of Biophysics of the School of Natural Sciences and Engineering of Ilia State University, main areas of its activities, its organization, managing authorities and other issues related to its functioning.

The Statute of the Institute shall be formulated by its Head and submitted to the Faculty Board for discussion.

In the event that the Faculty Board approves the Statute, the Faculty Administration submits the Statute of the Institute to the Academic Board and the Board of Representatives of the University. The Institute was created at the decision of the Board of Representatives (30/12/2011 Protocol N13).

ARTICLE 2 - MISSION OF THE INSTITUTE, STRATEGIC VISION, MAIN PRINCIPLES OF ITS ACTIVITIES, OBJECTIVES AND MAIN AREAS OF ITS ACTIVITIES

MISSION OF THE INSTITUTE AND STRATEGIC VISION

- a) The Institute of Biophysics (hereinafter - 'the Institute') is the institute created for educational and research purposes at the School of Natural Sciences and Engineering, which under the control of the School of Natural Sciences and Engineering (hereinafter -- 'the School') carries out educational, science-research and practical activities.
- b) The mission of the Institute is to promote development of modern biophysics that involves holding research in the following areas: Molecular Biophysics, Photo-Biological Processes Biophysics, Biotechnologies, and modern medical technologies. All the areas envisage development of fundamental sciences, new approaches and technologies at molecular, genetic engineering and cellular technological levels and spreading the corresponding knowledge in the field of higher education. In particular, formulation and implementation of modern master's and doctoral programmes in the field of biophysics.

MAIN PRINCIPLES OF THE INSTITUTE ACTIVITIES:

- a) through cooperation between professors, researchers and students, common research and education space is being created; the activities by the institute are based upon three main principles:
Academic freedom;
Freedom of conscience;
Freedom of choice.

ARTICLE 3 - OBJECTIVES OF INSTITUTE AND MAIN AREAS OF ITS ACTIVITIES

- a) For the purposes of achieving a particular objective, the Institute has its scientific and research programme, which is approved by the Academic Board of the University;
- b) A scientific and research programme of the Institute is formulated by professors and/or researchers at the Institute, which are the members of the Board of the Institute;
- c) The Board of the Institute agrees upon its programme for scientific and research activities formulated by the Director.

ARTICLE 4 - MANAGING AUTHORITIES OF THE INSTITUTE AND THEIR FUNCTIONS

1. Managing authorities of the Institute are: the Director of the Institute and the Board of the Institute, which comprises all its professors and researchers;
2. The Institute takes decisions by a simple majority of those present at the session. The Board shall be authorized if its session is attended by more than half of the members of the Board of the Institute.

ARTICLE 5 - BOARD OF THE INSTITUTE:

1. discusses and formulates recommendations in relation to a scientific and research activity programme of the Institute presented by the Director;
2. agrees upon institute budget projects drawn up by the Director/s of the Institute;
3. formulates recommendations in relation to new candidates of members of the Institute and requirements they should meet;
4. formulates the project for the Statute of the Institute together with the Director of the Institute.

ARTICLE 6 - DIRECTOR OF THE INSTITUTE:

1. supervises academic activities;
2. is appointed and dismissed, following the request of the Dean of School of Arts and Sciences, by decision of the Academic Board of Ilia State University;
3. presents the Academic Board the programme for scientific and research activities by the Institute, the Institute budget project and its Statute;
4. presents suggestions to the Academic Board in relation to the candidatures of researchers and professors to be hired;
5. presents an annual report of his/her activities to the Academic Board at the end of each year.

ARTICLE 7 - BOARD SESSION

1. Institute Board sessions are summoned by the Director or the Board of the Institute;
2. The Board is authorized to make decisions if it is attended by at least half of its members. Decisions are made if the majority of the attendants approve them;
3. After the Board Session, the session minute shall be drawn up, which is signed by the Board Chairperson and a secretary;
4. The Board shall make a decision as "the Decision of the Board."

ARTICLE 8 - PERSONNEL OF THE INSTITUTE

1. The Institute has an academic personnel, researchers and aids;
2. Work-related duties to be performed by the personnel shall be specified by the employment contract;
3. Academic personnel shall be hired by complying with the procedure determined by the Law of Georgia on Higher Education and the Charter of the University;
4. The Institute may have other associate members: scientists at other scientific institutions, including institutions abroad, who are involved in close cooperation with the personnel of the Institute without remuneration, and who are not members of the Board of the Institute.

ARTICLE 9 - PROPERTY AND BUDGET OF THE INSTITUTE

Professors, researchers and students at the Institute shall apply the property of the University in compliance with the procedure determined by it.

The sources of funding the Institute are as follows: budget assignments from the budget of the university, science and/or other grants, contributions, agricultural and other revenues allowed by the law.

Disposal of the financial resources of the Institute and its programmes is governed by Georgian legislation, the Charter of the University, and this Statute.

ARTICLE 10 - RESTRUCTURING AND CLOSURE OF THE INSTITUTE

1. The decision on restructuring or closure of the Institute shall be made by the Academic Board and approved by the Board of Representatives.

ARTICLE 11 - PROCEDURE FOR PROPOSING AMENDMENTS

Amendments to be proposed to the Statute shall be drawn up by the Board of the Institute together with the Director, presented to the Academic Board and approved by the Board of Representatives.

