

Approved by Session Minute N ---  
of 2014 ----- by the  
Board of Representatives

## STATUTE OF SCIENTIFIC RESEARCH INSTITUTE CALLED CHILD DEVELOPMENT INSTITUTE

### ARTICLE 1 - GENERAL PROVISIONS

1. This Statute determines objectives of the Scientific Research Institute called the Child Development Institute (hereinafter—'the Institute'), main areas of its activities, its organization, managing authorities, rights and responsibilities, the personnel of the Institute, involvement in preparation of study and research programmes and other issues.
2. The Statute of the Institute and its amendments shall be formulated by the Professional Board together with the Director of the Institute and presented to the Academic Board, which in the event of approval, will present it to the Board of Representatives.

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

#### ARTICLE 2.1. MISSION OF THE INSTITUTE IS:

- a) contribution to child and adolescent development, social integration and their preparation for independent lives;
- b) generation of research in the field of child and adolescent development, including multi and interdisciplinary research and sharing experience;
- c) provision of inclusive education and raising awareness in this area;
- d) familiarisation with advanced international experience and research in the area of child and adolescent development and promotion of implementation and application of modern, research-based methods in Georgia;
- e) creation of scientific literature, translations, study courses and textbooks, as well as methodical textbooks.

#### ARTICLE 2.2. VISION OF THE INSTITUTE

- a) For the purposes of scientific development in Georgia, formation of high professional systems and institutions, including multi-profile institutions carrying out activities aimed at promotion of child and adolescent development, is of vital importance;
- b) The Institute shall provide multi-component service to children with special needs, who are also within risk groups, and their families;
- c) The Institute shall create proper conditions for carrying out research activities that will create the basis for applying modern research-based methods for services introduced in the Institute;
- d) The Institute shall function as an education hub and contribute to training of bachelor, master and doctoral students and retraining of specialists carrying out practical activities;

- e) The Institute shall create proper conditions to assist Ilia State University in taking a leading position in the area of producing specialists in the field of child and adolescent development;
- f) The Institute shall contribute to providing Georgian and foreign students with education through modern programmes which meet international standards;
- g) The Institute shall become local and international centre in the area of research conducted in the field of child and adolescent development, attract foreign colleagues, leading schools and universities and cooperate with them.

ARTICLE 2.3. MAIN PRINCIPLES ON WHICH THE ACTIVITIES BY THE INSTITUTE ARE BASED ARE AS FOLLOWS:

- a) multi and interdisciplinary scientific research;
- b) formulation and implementation of new study programmes;
- c) cultivation of international contacts through science conferences, workshops, etc., and public approbation of research outcomes;
- d) enrolment at local and international organisations and close cooperation with them for the purposes of further integration of teachers and students in local and global science circles;
- e) introduction of short-term training and retraining programmes together with local and international organisations;
- f) implementation of different services in the area of child and adolescent development (ABA Therapy, Individual and Group Early Development Programmes, Parent Empowerment Programme, Work Skills Development Programme, Language and Speech Therapy, etc.), and research-based development;
- g) Science and research projects of the Institute are drawn up by professors and/or researchers involved in the activities by the Institute and/or heads of the centres and programmes, who are the members of the Professional Board of the Institute.

ARTICLE 2.4. OBJECTIVES AND MAIN AREAS OF ACTIVITIES BY THE INSTITUTE

Main objective of the Institute is to promote child and adolescent development, provide multi-profile and quality services to children with special needs and their families, as well as implement research and educational activities in the following areas;

- a) Assessment and habilitation of autistic children and adolescent and those with autistic spectrum disorder;
- b) promotion of early development, more specifically, provision of children with special needs or those within risk groups with the corresponding individual and group activities;
- c) promotion of development of work skills in the young people with special needs;
- d) promotion of inclusive education at each educational stage through the corresponding educational and research activities;
- e) promotion of professional development of specialists involving components of different stages of adult education, such as student practice, specialist trainings, boosting specialist qualifications through trainings and supervision;
- f) advocacy of interests of the centres and programme beneficiaries;
- g) study of new areas, methods and practices in the field of child and adolescent development, their application conditions and possibilities to implement them in Georgia, including the behavioural and emotional development programme, information technologies, sensory therapy, speech and language therapy, etc.
- h) cooperation with the faculties, institutes and centres in the University in educational and research activities;
- i) The Institute is enrolled at international organisations and carries out joint programmes and research together with them.

### ARTICLE 3 - ORGANISATION OF INSTITUTE

- a) The Institute has the Director and the Professional Board comprising professors, researchers, centres operating within the Institute, and programme heads;
- b) The Unified Registration System for Beneficiaries functions in the Institute.

### ARTICLE 4 - MANAGING AUTHORITIES OF INSTITUTE AND THEIR FUNCTIONS

- a) Managing authorities of the Institute are: The Director of the Institute and the Professional Board comprising professors at Ilia State University and heads of the centres and programmes operating within the Institute;
- b) The Professional Board of the Institute is headed by the Director of the Institute;
- c) The Professional Board of the Institute makes decisions by an absolute majority of those present at the session.

#### ARTICLE 4.1. DIRECTOR OF THE INSTITUTE

- a) Professors or associate professors may be appointed as a director of the Institute; the director of the Institute is appointed by the Academic Board;  
The Director of the Institute: b) supervises its academic activities;
- c) presents the research project budget of the Institute to the Academic Board for discussion, which needs funding from the University budget, programmes to be implemented by the Institute, the scientific and research activity programme and the Statute of the Institute;
- d) presents suggestions to the Academic Board concerning the candidatures of researchers and professors to be hired;
- e) presents suggestions to the Administration Head for the purposes of concluding the corresponding agreements with the heads of the centres and programmes, as well as the personnel;
- f) presents an annual report of his/her activities to the Academic Board at the end of each year;
- g) presents suggestions on the amount to be paid for services rendered by the Institute to the Head of the University Administration for approval after agreeing with the Professional Board on the issue.

#### ARTICLE 4.2. PROFESSIONAL BOARD OF THE INSTITUTE

- a) agrees upon the budget project formulated by the Director of the Institute;
- b) formulates recommendations on candidatures of new members of the Institute and their selection principles;
- c) together with the Director of the Institute, formulates a project for amendments to the Statute to be presented to the Academic Board;
- d) assists the director in formulation of research strategies;
- e) suggests topical research issues to the Director and professional advice;
- f) promotes the Institute and assists it in developing work contacts and deepening international cooperation.

### ARTICLE 5 – PROFESSIONAL BOARD SESSION

1. Professional Board Sessions are summoned by the Director or the Board of the Institute by an absolute majority of votes;
2. The Professional Board is authorized to make decisions by a majority of those present at the session;
3. After the Professional Board Session, the session minute, which is signed by the Board Chairperson and a secretary, shall be drawn up;
4. A decision by the Professional Board shall be made as the Decision of the Board.

## ARTICLE 6 – PERSONNEL OF 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 their 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.

## ARTICLE 7 - CENTRE

1. Centres are located within the Institute, which in accordance of the Statute of the Institute, carry out different activities;
2. Heads of Centres are members of the Professional Board of the Institute;
3. On the basis of an individual agreement, Centres make financial contribution to the budget of the Institute;
4. Centres are authorised to draw up programmes and plan services after agreeing with the Director of the Institute and the Professional Board, and gain and dispose grants in accordance with the Statute of the Institute and Charter of the University;
5. Heads of Centres shall provide the Professional Board and the Director with information on programmes implemented and/or to be implemented by them.

## ARTICLE 8 - PROPERTY AND BUDGET OF INSTITUTE

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

2. The sources of funding the Institute are as follows:
  - University funding;
  - Individual payment of service fees;
  - State and programme funding;
  - Funding by donors of specific projects;
  - Private contributions;
  - Funding by insurance;
  - Other revenues permitted by law.
3. Disposal of funds of the Institute and programmes is governed by the Legislation of Georgia, Charter of the University and this Statute.

## ARTICLE 9 - RESTRUCTURING AND CLOSURE OF THE INSTITUTE

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

## ARTICLE 10 - PROCEDURE FOR PROPOSING AMENDMENTS

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