



STATUTE OF INSTITUTE OF ECOLOGY OF ILIA STATE UNIVERSITY

ARTICLE 1 - GENERAL PROVISIONS

1. This Statute determines objectives of the Institute of Ecology, main areas of its activities, its organization, managing authorities, rights and responsibilities, the personnel of the Institute, involvement in preparation of Master and Doctoral degree programmes and other issues.
2. The Statute of the Institute shall be formulated by the Board of Directors of the Institute and submitted to the Board of Representatives for approval.

ARTICLE 2 – OBJECTIVES OF THE INSTITUTE AND MAIN AREAS OF ITS ACTIVITIES

1. The Institute of Ecology aims to:
 - a) hold scientific research in the areas of biodiversity, ecology, conservative and evolutionary biology and produce highly qualified personnel in the corresponding fields;
 - b) develop the Institute into a leading science and research unit in ecology and biodiversity study areas in Georgia and the region of Caucasus;
 - c) progress research in the field of ecology in Georgia to the international level.
2. Main areas of the activities of the Institute are as follows:
 - a) fundamental and applied research in ecology and biodiversity study areas, promulgation of research outcomes and their implementation;
 - b) permanent improvement of scientific research level and its progress to the international level;
 - c) involvement in producing experts in individual areas of ecological sciences at Bachelor, Master and Doctoral levels;
 - d) development of international science connections.

ARTICLE 3 - ORGANISATION OF THE INSTITUTE

The Institute will carry out three long-term research programmes: The Alpine Ecosystem Research Programme, the Programme for Ecology and Conservation of Large Mammals and the Quantitative Ecology and Evolutionary Research Programme.

The programme heads who will be elected at the meeting of the professors involved in the programme also serve as directors of the Institute. Within each programme, research projects are carried out, the programme budget is formulated and work groups created for the purposes of accomplishment of research projects. If a research project is carried out by researchers and professors involved in different programmes, in the process of execution of the project, mixed research groups may be created.

ARTICLE 4 - MANAGING AUTHORITIES OF THE INSTITUTE AND THEIR FUNCTIONS

1. The representative authority of the Institute is the Board of Directors, which comprises directors of all three programmes.
2. The Board of Directors:
 - a) formulates Master and Doctoral Degree Programmes, which are presented to the "University Administration;"
 - b) formulates and presents the academic board an organisational restructuring project;

- c) carries out other powers delegated to it by this Law and the legislation of Georgia;
 - d) decisions within the competence of the Board of Directors are made through consensus among the directors.
3. The heads or directors of the programmes, together with the professors involved in the programme:
- a) formulate and present to the Administration Head the programme budget;
 - b) formulate and present to the Academic Board the strategic development plan of the programme and study and science research projects;
 - c) carry out other powers delegated to it by this Law and the legislation of Georgia.
4. The directors or heads of the programme:
- a) may be a professor or associated professor.
5. The director or head of the programme is a holder of an administrative post at the Institute, who carries out the following functions:
- a) ensures effective study activities within the programme;
 - b) is responsible for the aim-oriented application of the programme budget;
 - c) presents the programme development plan to the Academic Board of the University and science-research projects;
 - d) is responsible for carrying out decisions by the Academic Board and the assembly of the programme participants;
 - e) chairs the sessions of the general assembly of the Institute and the sessions by the researchers and professors involved in the programme;
 - f) presents outcomes of science and research activities by researchers and students to the University Administration and Quality Management Department and ensures the programme self-evaluation for accreditation;
 - g) represents the corresponding programme when developing relationships with the third persons;
 - h) can represent the Institute when developing relationships with the third persons on the basis of the agreement with the Board of Directors;
 - i) carries out other powers delegated by this Law and the legislation of Georgia.

ARTICLE 5 - OTHER ORGANISATIONAL UNITS OF THE INSTITUTE AND THEIR FUNCTIONS

1. The General Assembly of the Institute:
- a) approves the Statute of the Institute by a majority vote;
 - b) approves the amendments proposed to the Statute by a majority vote;
 - c) the Assembly is authorised to make a decision if a professor, associate professor and more than half of assistant professors attend it.
2. The Assembly of professors and researchers involved in the programme:
- a) approves objectives and tasks by a vote majority vote;
 - b) reviews the programme budget.

ARTICLE 6 - PERSONNEL OF INSTITUTE

1. The personnel of the Institute is: academic and administrative personnel and personnel invited on the basis of the agreement;
2. Academic personnel of the Institute is comprised of professors, associate professors, and researchers;
3. Members of the academic personnel participate and/or manage study process and science research together with researchers invited on the basis of the agreement;
4. Workload margin for professors is determined by the Academic Board and approved by the Board of Representatives;
5. The Academic Board establishes general procedure for hiring academic personnel, the amount of remuneration as well as conditions and presents it to the Board of Representatives for approval;

6. Academic posts may be occupied only through an open competition that shall be held in compliance with the principles of transparency, equality and fair competition;
7. Competition open dates and conditions are promulgated in accordance with the procedure of the legislation of Georgia and the Charter of a higher education institution;
8. If required, following the request of the director or head of the programme, a researcher or support personnel may be invited;
9. The administrative personnel of the Institute is the Director of the Institute or the head of the programme;
10. Support personnel of the Institute are individuals invited on the basis a staff list or a contract.

ARTICLE 7 - TEACHING

1. Responsibilities of professors, associate and assistant professors include teaching students within Bachelor, Master and Doctoral Degree programmes;
2. Professors, associate or assistant professors at the Institute are entitled to supervise master students writing their theses. A student may have two supervisors, with one of them being the University professor;
3. University professors or associate professors are entitled to supervise doctoral students writing their dissertations;
4. The Board of Directors of the Institute draws up and presents the University Administration a project for master and doctoral programmes.

ARTICLE 8 - DOCTORAL THESIS SUPERVISOR

1. Doctoral thesis supervisor may be a professor or an associate professor at the Institute. A thesis supervisor shall have research experience in an area related to the doctoral thesis, and publications;
2. On the basis of an application by a doctoral candidate, an university professor makes a decision and lets him/her know in writing whether he/she can be his/her supervisor, if the latter is admitted to the doctoral programme;
3. If the university professor agrees to supervise the candidate, the candidate and the professor agree upon the period of time within which the thesis shall be completed, and the form of supervision. A thesis supervisor controls completion of an individual plan and doctoral research;
4. If required, a doctoral student may have more than one supervisor, with the other supervisor being invited from a science-research institution in Georgia or abroad. In the event that a supervisor refuses to supervise a doctoral candidate, he/she shall present a substantiated report on his/her decision to the Dissertation Board.

ARTICLE 9 - PROPERTY AND BUDGET OF THE INSTITUTE

1. Professors, researchers and students at the Institute shall use its property in compliance with the procedure determined by the University;
2. 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;
3. 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 - PROCEDURE FOR PROPOSING AMENDMENTS

Amendments to be proposed to the Statute shall be formulated by the General Assembly of the Institute following the request by the Board of Directors and shall be presented to the Board of Representatives for approval.