**Akaki Tsereteli State University**

O r d e r

**6.06.2019**

**On the approval of the total number of some faculty board members of LEPL Akaki Tsereteli State University, the date and place of the elections to be held in the academic personnel representative faculty board, the deadline of the registration for candidates and the list of documents to be submitted.**

“On the approval of Legal Entity of Public Law – Akaki Tsereteli State University charter”; according to the charter approved by the order #132/n of September 9, 2013 by the minister of Education and Science of Georgia, LEPL ATSU election code and the provisions of the relevant faculties, I announce:

**Article 1.** The total number of the Faculty of Humanities board members of LEPL ATSU shall be determined by 21 people. The board consists of the faculty dean, students – 5, academic personnel – 14, including the representatives of the educational-scientific structural units of the faculty:

1. Georgian Philology Department – 3 members;
2. English Philology Department – 3 members;
3. German Philology Department – 1 member;
4. Roman and Classic Philology Department – 1 member;
5. Oriental Philology Department – 1 member;
6. Slavic Philology Department – 2 members;
7. Department of History and Archeology – 3 members;
8. Department of Philosophy and Psychology – 1 member.

**Article 2.** The board of the Faculty of Business, Law and Social Sciences of LEPL ATSU shall be determined by 17 members. The board consists of the faculty dean, students – 4, academic personnel – 12, including the representatives of the educational-scientific structural units of the faculty:

1. Department of Law – 2 members;
2. Department of Economics – 2 members;
3. Department of Business Administration – 6 members;
4. Department of Social Sciences – 2 members.

**Article 3.** The board of the Pedagogics Faculty of LEPL ATSU shall be determined by 9 members. The board consists of the faculty dean, students – 2, academic personnel – 6, including the representatives of the educational-scientific structural units of the faculty:

1. Department of Pedagogy – 2 members;
2. Department of Teaching Methodology – 4 members.

**Article 4.** The board of the Faculty of Exact and Natural Sciences of LEPL ATSU shall be determined by 21 members. The board consists of the faculty dean, students – 5, academic personnel – 15, including the representatives of the educational-scientific structural units of the faculty:

1. Department of Math – 4 members;
2. Department of Physics – 1 member;
3. Department of Chemistry – 2 members;
4. Department of Biology – 4 members;
5. Department of Geography – 1 member;
6. Department of Computer Technologies – 3 members.

**Article 5**. The total number of the Faculty of Technical Engineering board members of LEPL ATSU shall be determined by 17 people. The board consists of the faculty dean, students – 5, academic personnel – 11, including the representatives of the educational-scientific structural units of the faculty:

1. Department of Construction and Transport – 5 members;
2. Department of Mechanics and Mechanical Engineering – 4 members;
3. Department of Energy and Telecommunications – 2 members.

**Article 6.** The board of the Faculty of Medicine of LEPL ATSU shall be determined by 10 members. The board consists of the faculty dean, students – 2, academic personnel – 7, including the representatives of the educational-scientific structural units of the faculty:

1. Department of Stomatology and Pharmacy – 2 members;
2. Department of Clinical Medicine – 5 members.

**Article 7.** The board of the Faculty of Technological Engineering LEPL ATSU shall be determined by 10 members. The board consists of the faculty dean, students – 3, academic personnel – 6, including the representatives of the educational-scientific structural units of the faculty:

1. Department of Chemical and Environmental Technologies – 3 members;
2. Department of Food Products – 1 member;
3. Department of Design and Technology – 2 members.

**Article 8.** The board of the Maritime-Transport Faculty of LEPL ATSU shall be determined by 5 members. The board consists of the faculty dean, students – 1, academic personnel – 3, including the representatives of the educational-scientific structural units of the faculty:

1. Organization and Modeling of Maritime Transport – 1 member;
2. Business Management – 1 member;
3. Mechanical Engineering – 1 member.

**Article 9.** The academic personnel representative elections in the faculty boards approved by this order shall be held on July 10, 2019. The elections shall be conducted in the following auditoriums in accordance with the faculties:

1. Faculty of Humanities – auditorium #3316 (address: #59 Tamar Mepe St., Kutaisi)
2. Faculty of Exact and Natural Sciences – auditorium #4402 (address: #59 Tamar Mepe St., Kutaisi)
3. Faculty of Technical Engineering– auditorium #101 (Akhalgazrdobis Ave. #98, Kutaisi)
4. Faculty of Business, Law and Social Sciences – auditorium #1212 (address: #59 Tamar Mepe St., Kutaisi)
5. Faculty of Technological Engineering – auditorium #213 (Akhalgazrdobis Ave. #24, 2nd lane, Kutaisi)
6. Faculty of Medicine – auditorium #303 (Akhalgazrdobis Ave. #98, Kutaisi)
7. Pedagogical Faculty – auditorium # 2405 (address: #59 Tamar Mepe St., Kutaisi)
8. Faculty of Maritime-Transport - auditorium #1 – Assembly Hall (#11 April 9 Alley, Poti)

**Article 10.** The registration of representatives (candidates) to be elected in the faculty boards by the academic personnel will be held between June 25 and July 4, 2019. The registration of the candidates and document submission will start from 10:00 to 15:00 and will be provided by the University election commission at the following address: #59 Tamar Mepe St., Kutaisi, 1st building of ATSU, 1st floor, room #1138.

**Article 11.** In the University election commission, a candidate (academic personnel) shall submit the following:

1. Personal statement for registration as a candidate
2. A copy of an identity document
3. A certificate about his/her occupied academic position from the HR service of the University.

**Article 12.** It should be noted that the number of the student self-government representatives in the faculty boards, approved by LEPL ATSU charter, article 21, paragraph 2, will be determined by at least ¼ of the total board membership.

**Article 13.** It should be noted that elections for the student self-government representatives in the faculty boards were held in the months of November and December, 2018.

**Article 14.** It shall be requested to ATSU self-government to make the number of their elected members in the faculty board in compliance. In case there have been more students elected in the faculty board than the number set by this order, the board shall consist of the students with the best results according to the number of votes during the elections. Thereby, authority should be terminated for those with less number of votes; if there is an equal number of votes, lots are drawn. In case the number of the elected students is less than it is set by this order, the student self-government organizes the implementation of elections on the remaining votes.

**Article 15.** The University election commission shall provide:

1. An organized implementation of elections on the basis of this order and the relevant legal acts;
2. Approval of the relevant election document forms.

**Article 16.** The Financial and Material Resource Management Service of the University, in accordance with the estimated cost presented by the election commission in relation to the election organization, shall allocate appropriate expenses.

**Article 17.** This order shall be placed on the University website and a bulletin board in a publicly accessible place to ensure its publicity and access for interested persons.

**Article 18.** The University Chancellery shall ensure that this order is placed on a bulletin board and is transformed to relevant structural units of the University. The Marketing, Project and Event Management Service shall be in charge of placing this order on the University website.

**Article 19.** The deans of the Faculties of Humanities, Medicine, Exact and Natural Sciences, Technological Engineering, Business, Law and Social Sciences, Technical Engineering-and Pedagogics shall provide the introduction of this order to their academic personnel and put it up on the faculties’ bulletin board.

**Article 20.** The decree is in force immediately after it has been publicly announced.

University Rector: /Roland Kopaliani/

Head of the Election Commission: /Mindia Berekashvili/