

Order of the Rector of the University named after St. Tamar King of the Patriarchate of Georgia of a non-entrepreneurial (non-commercial) legal entity No. 041/01 of December 2, 2019. Tbilisi

Announcement:

The Georgian Patriarchate of Georgia's St. Tamar King University, named after the Patriarch of Saint Tamar, announces a competition for academic and scientific positions, along with the approval of regulations for lifelong attestation for academic and scientific positions. This initiative aligns with Article 35 of the "Civil Code of Georgia" and "On Higher Education," specifically Article 12, Part 3, Articles 32, 33, 34, 35, 371, 372, and 373.

As a non-entrepreneurial (non-commercial) legal entity under the Patriarchate of Georgia, the University operates in accordance with its charter. Pursuant to Article 14 of the University's charter, sections "b," "e," "v," and "o" of Part 3, Part 4, as well as Articles 16, 17, 18, 19, 21, 22, and 23, the Council of Ministers issues the following directives:

Approval of the competition procedure for academic positions at St. Tamar King University of the Patriarchate of Georgia, as outlined in Appendix No. 1.

Endorsement of regulations and conditions for the competition for scientific positions at St. Tamar King University of the Patriarchate of Georgia, as detailed in Appendix No. 2.

Ratification of regulations and conditions for lifelong attestation for academic and scientific positions at St. Tamar King University of the Patriarchate of Georgia, as presented in Appendix No. 3.

Publication of this directive in accordance with Georgia's legislative procedure.

Coordination of the execution of this directive by university structural units/staff, overseen by the administration coordinator.

Provision for appealing this directive as per Georgia's legislative framework.

Immediate enactment upon signing.

Signed,

Professor Archimandrite Adam (Vakhtang Akhaladze)

Rules and Conditions for Holding a Competition for Academic Positions at the University of the Patriarchate of Georgia named after St. Tamar King

Article 1: Rules for Holding an Academic Position

Academic positions at the University of the Patriarchate of Georgia named after St. Tamar King (hereinafter referred to as the University) are only attainable through open competition, adhering to principles of transparency, equality, and fair competition.

The date and terms of the competition are published in compliance with Georgian legislation and the rector's directive, no less than one month prior to document submission.

The competition procedure is delineated in the rector's decree document.

Article 2: Academic Staff

The university's academic staff comprises professors and assistants.

Professors encompass individuals holding the titles of professors, associate professors, and assistant professors.

Professors engage in both educational and scientific research activities, either leading them or actively participating.

Assistants, under the supervision of professors or associate/assistant professors, conduct seminar and research work within the primary educational units of the university.

Article 3: Conditions for Election and Appointment to Academic Positions

Conditions for election and appointment to academic positions at the university adhere to legislative requirements.

As stipulated by Georgian norms, university academic staff undergo attestation periodically, following procedures outlined in the rector's decree.

The possibility of occupying academic positions at the university by qualified personnel may be determined by the rector's decree. In such cases, qualification may be demonstrated through professional experience, specialized training, and/or publications. Candidates possessing the necessary competence to achieve program learning outcomes are deemed qualified.

When making decisions, the competition commission must consider the candidate's:

- a) Alignment of education with vacancy requirements;
- b) Academic credentials;
- c) Relevance of labor (academic and/or scientific) experience to vacancy requirements;
- d) Pertinence of publications to vacancy requirements;
- e) Scientific publications within the past decade (including those in journals with impact factors), as well as other significant publications (such as monographs, peer-reviewed articles, international, foreign, or local conference materials, etc.);
- f) Materials submitted for evaluation by the competition commission;
- g) Participation in international scientific conferences over the past six years;
- h) Participation in national and local scientific conferences over the past six years;
- i) Involvement in grant/contract projects over the past six years;
- j) Receipt of international scholarships;
- k) Attainment of international scientific titles;
- l) Ownership of copyrighted inventions;
- m) Collaboration with foreign scientific institutions;
- n) Vision for teaching and research in the relevant field of science;

o) Other relevant activities within the past six years (awards, computer skills, language proficiency, etc.).

Article 4: Academic Staff Competition Commission

The rector of the university establishes a competition commission to identify candidates for academic positions.

To ensure transparency and fairness, the commission comprises industry specialists matching the announced vacancy profile and external experts.

The commission composition ensures university administration representatives do not exceed half of the total members.

The commission elects a chairman and secretary from its members.

The commission is empowered if at least half of its members are present.

Decisions are made by open voting with the majority of present members required. Abstention from voting is not permitted.

The commission can establish additional procedures not covered in this document, including written decisions subject to public publication.

Applications are reviewed within the timeframe set by the rector's decree, through oral hearings.

The commission may extend consideration time as needed, considering the number of applicants and volume of documents.

Decisions are documented in minutes.

Article 5: Competitive Application of Academic Staff

Candidates must submit:

- a) Application to the competition commission as per Appendix No. 1 (limit: one position);
- b) Copy of identity card (passport);
- c) CV and list of scientific works published in the past decade (if applicable, as per Appendix No. 2);
- d) Document verifying doctoral degree or equivalent;
- e) Document reflecting work experience (if applicable).

Candidates may provide:

- a) Evidence of conference participation in the past six years;
- b) Information on international scholarships, grant leadership, project participation, and international training in the past six years;
- c) Proof of international titles and copyrighted inventions, supported by relevant documents.

Submission deadline is set by the rector's decree.

Late submissions are not accepted or registered.

If requested, candidates must present works listed in the scientific works document.

Providing incorrect information may result in disqualification, documented in minutes and communicated to the candidate.

The university's case management and information provision service is responsible for organizing document reception and registration for those participating in the competition for university academic positions.

Article 6: Appeal Process

Interested parties can appeal competition results by submitting a written complaint, citing specific arguments, to the university rector.

Upon receipt of the complaint, the rector issues a decree establishing an appeal commission, mirroring the composition of the competition commission but excluding its members.

The appeal commission reviews the complaint following the same procedure as the competition commission.

Article 7: Labor Relations of Academic Personnel

Individual labor contracts are signed with successful academic personnel from the competition, adhering to Georgian legislation.

Employment contracts with academic staff are initiated/terminated in accordance with Georgian law.

Academic staff may hold positions as university scientific staff in compliance with established regulations.

University scientific staff may also hold academic positions following established rules.

The workload of academic staff, determined by the educational program schedule for each teaching semester, complies with Georgian legislation.

Article 8: Authority of Academic Personnel

Academic personnel have the right to:

- a) Participate in university management per established procedures;
- b) Conduct teaching, research, creative activities, and publish scientific works without interference;

- c) Independently determine course program content, teaching methods, and resources within the educational program framework;
- d) Exercise other powers granted by Georgian legislation.

Academic staff are obligated to:

- a) Adhere to university charter and bylaws;
- b) Uphold codes of ethics and norms of disciplinary responsibility;
- c) Fulfill duties outlined in their employment contract;
- d) Submit a report on work conducted after scientific-creative leave.

The university ensures academic staff's freedom in scientific teaching and research, providing conducive conditions for their activities.