

Georgian Technical University

Faculty of Engineering Economics, Media Technologies and Social Sciences

Educational and Research Institute of European Studies

Regulation

Adopted by Georgian Technical
University Academic Board
Resolution №..... of 2017

And Approved by Georgian Technical University

Representative Council (Senate)
Resolution №..... of2017

Tbilisi

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Chapter1. General Provisions

1.1. Educational and Research Institute of European Studies at the Faculty of Engineering Economics, Media Technologies and Social Sciences is an organizational unit approved by the Representative Council (Senate) of Georgian Technical University (hereinafter referred to as “GTU”) in 2017 with resolution № ____; the Institute was established for coordinating the educational process and scientific research;

1.2. The Institute carries out its activities in accordance with the Georgian Constitution, the Law of Georgia on Higher Education, the Statute of Georgian Technical University, the present Bylaw and the Georgian Legislation;

1.3. The Institute is the main academic and scientific link of the Faculty (organizational unit), which provides training, methodical and research activities within the framework of the modules, of the short-cycle Bachelor’s Degree Program, as well as in the Master's Educational Program;

1.4. The Institute is financed by the Faculty funds. It may also be financed by the funds received from state institutions and other concerned parties for financing contract research (statutory acts, projects, concepts, state projects, etc.) for the development of European studies sphere;

1.5. The Institute applies to the Faculty and the University for the approval of research projects and the issuance of relevant agreements for their implementation;

1.6. In case of necessity, the Institute can apply to the University under the established procedure about temporarily inviting Georgian as well as foreign specialists and experts and entering into the relevant labor agreements with them;

1.7. At the request of the Rector, Vice Rector, Deputy Rector of the Research Department, Academic Board, Representative Council (Senate) and the Faculty Council an extraordinary hearing and consideration of the Institute's report may be held.

Chapter II. Sphere of Activities, Main Tasks and Functions of the Institute

2.1 The Institute

A) Provides conducting classes on the subjects envisaged by the Institute educational programs in accordance with the syllabuses and the schedule ; creates and/or participates in the

development of new educational programs and the modification of the existing ones;

B) In connection with this:

Ba) In the process of implementing the Bachelor's Degree Program in European Studies the Institute provides:

1. Complex training on the political systems of the European countries, their constitutional order, the nature of political regimes, the functioning of all the branches of the government, the center and the region's structures;
2. Teaching national interests, priorities, doctrines, foreign policy mechanisms, their interaction with domestic factors in decision-making processes, as well as social-economic, political-legal problems;
3. Introduction of theoretical knowledge about the ideas and concepts of Euro integration; complex training on EU regional policy, home and foreign policy, governance and the legal system;
4. Implementation of theoretical knowledge about the importance of European values, European identity and European citizenship; understanding of the norms and values of the law; Bachelors' theoretical and practical training to provide wide knowledge of national, regional and local development processes of European events;
5. Understanding of the main problems of the modern international relations of the EU by students; realistic understanding of the dynamics of relations between Georgia and the EU and the correct determination of prospects for these relations; understanding of the institutional problems of the EU independently and making logical conclusions on them;
6. Acquisition of practical skills and competence in the field of European integration; knowledge of foreign policy mechanisms for national interests, priorities, doctrines, decision making of leading European countries; teaching European governance system;
7. Development of the skills of integrative approach to different topics of modern Europe; understanding the importance of European identity and European citizenship; teaching the specificity of European Institutions and decision-making policy specifications;

8. Ability to adapt and implement European values on the basis of European integration theory and practice; ability to determine European events, national, regional and local development processes; interpretation of the policy of the mutual cooperation with the EU in the field of state development in the local framework.

Bb) In the process of implementing Master's Educational Program in European Studies the Institute provides:

1. Study of integration theories and methodologies; analysis of the role of Europe in the framework of multi-polar system; research and analysis of European-Georgian identity characteristics; complex study of EU development and integration processes; determination of the place of the region in global issues based on the knowledge of regionalism and integration methodology;
2. Study of modern approaches to transnationalization, regionalism and multilateral governance; development of the ability of independent research on Georgian-European identity using the integration methodology; comprehension of legal, political and cultural influence on the functioning of socio-political institutions in European countries by Master students;
3. Thorough understanding of the essence of EU regional and national security problems; research and analysis of processes influencing cultural traditions and norms on the basis of the knowledge of cultural and communicative specifications of regional, international organizations and other institutions; establishment of the objectives and criteria for research on complex issues of Euro integration and regionalism;
4. Interpretation of European events, development and political processes in national, regional and local frameworks; identification of the transnationalization, regionalism and multilevel governance problems at the professional level and determination of directions; identification of the character of the influence of legal, political, religious education on the functioning and establishment of socio-political institutions in the countries of European region.
5. Determination of the foreign scientific schools' contribution to the subject area of the global regionalism and its formation; research and analysis of specific problems at the

professional level in the framework of international integration theory. Through the use of the latest methods, the synthetic analysis of the main determinants of the Georgian-European identity evolution, as well as the factors promoting and interfering with the process of European integration;

6. Thorough knowledge of EU regional and national security problems; developing the thesis on the problems of European ideas, theories and practice and selecting the adequate way to solve it; making a thorough presentation of the European institutions and decision-making policies and determining their place in local processes; explaining the regularity and basic trends of regional Integration historical development;
 7. Complex representation of EU development and integration processes and identification of negative and positive sides; development of hypotheses based on the theories of integration and regionalism; establishment and analysis of key parameters and elements of EU integration, economic, political and social development; determination of Georgia's role and place in regional integration based on existing theories.
- C) Makes methodological provision for the teaching process (preparation of manuals and other training-methodical materials), introduces new educational programs;
 - D) Formulates and administers the academic load of the Institute;
 - E) Initiates the invitation of teachers (visiting professors and teachers) to participate in the educational process course, in case of vacant academic load;
 - F) Enhances the quality of teaching through the effective use of the existing teaching methods, introduction of new teaching methods and technologies, the improvement of study process;
 - G) Organizes the students' scientific-research work;
 - H) Provides the topics and supervisors for MA and PhD students (in case of launching and implementing a Doctoral Program);
 - I) Contributes to the training of the pedagogical staff and raising their qualifications;
 - J) Establishes creative connections in accordance with the profile of the Institute and cooperates with other academic and scientific structural units and scientific-research organizations;
 - K) Conducts multilateral complex scientific research.

Namely:

1. The Institute aims to conduct in dynamics the complex, scientific study and analysis of current political, socio-economic, security, religious, humanitarian processes in Europe and provide the results of the survey to the interested structures in the form of recommendations.
2. By means of the modern research methodology, to study the factors promoting and hindering Georgia's involvement in European integration processes, the establishment of Georgian-European identity and, on this basis, to present the dynamics of establishing Europeanism in Georgian thinking.
3. Based on the analysis of the experience acquired over the centuries, to give complex evaluation of the prospects for developing the relations between Georgia and European countries; this will identify the approximate model of Georgia-Europe relations.
4. The subject of the research will be the regional aspects of Georgia-European relations, including the prospects of interaction in security issues as well as in the resolution of old and new international conflicts and crises. The main focus will be on analyzing political confrontation around Georgia-Europe relations; the orientation towards the driving forces that affect both modern and future relationships; according to the generalization principle, political trends maintained by specific administrations in Georgia will be revealed.
5. The relevant research topic is the European Policy concerning Middle East issues; the internal factors and mechanisms of the formation of this policy will be studied; the influence of external factors on the policy of Europe in the Middle East, as well as Islamic terrorist organizations' actions will be analyzed.
6. The following issues will be studied: internal socio-economic and political processes of European countries; foreign economic and foreign policy issues; European position in terms of world globalization and the modern financial and economic crisis; NGO sectors, cultural policy issues; political parties and the election process, European Integration problems;

ethno-cultural issues in the regions of the European Union, relationships between ethnic groups; modern state of European culture and the analysis of directions and methods of government policy in this field.

7. The issues to be studied include: the governments and political institutions of Europe, political processes, the problems of government and society, the peculiarities of modern European parliamentarism and democracy, lobbyism, the issues of social policy and social programs, state regulation of labor relations, European model of inter-ethnic relations and immigration issues, human rights, constitutional rights of Europe, court order and court proceedings.

8. Analysis of the place and function of Georgia in the European political science, the theory and history of international relations, foreign policy consciousness, concepts and strategies of home and foreign policy will be made.

9. Economic and financial situation of European countries in the context of foreign economic policy, the main concepts and directions of trade policy, the issues of Georgian trade relations will be studied. The study will also focus on the determination of trends in the formation of financial markets, the impact of European directions and scope on the world financial sphere, the constructive elements of their experience that are relevant for Georgia.

10. The Institute will conduct studies on the processes of forming European countries military policy as an instrument and a constituent part of strategy and security; interdepartmental coordination problems, regional aspects of military policy; disarmament and non-proliferation problems; the place of Europe in international military and military-industrial politics.

11. The Institute is oriented towards researching current transformations in Europe, providing scientifically grounded recommendations on the role of Georgia in conditions of the polycentric world formation and on its place in European civilization, establishing an important prognostic direction in conducting the analytical evaluation; raising the results of the research to the level of practical conclusions and recommendations,

regularly providing the interested structures with them and performing their expert-analytical support.

- L) Conducts scientific-methodological seminars, gives expert conclusions on scientific research and projects;
- M) Reviews the Master's and Doctoral dissertation papers; regularly organizes conferences, symposia, scientific methodological seminars and other activities including cooperation with foreign colleagues, on European relations and European issues in general. Based on the Institute's educational and research plans, publishes textbooks, manuals and papers (printed and electronic editions);
- N) Cooperates with different institutions in accordance with their own profile and promotes the employment of the graduates.
- O) Performs expert-analytical work in accordance with the orders of the state government structures and the University;
- P) Participates in the implementation of scientific-research and expert-analytical projects by external organizations, if they do not contradict the interests, goals and objectives of the University;
- Q) Reviews and prepares recommendations based on scientific research, projects and publications;
- R) Cooperates with scientific funds and organizations, including foreign ones that provide financial assistance (grants).

თავი III. ინსტიტუტის ხელმძღვანელობა

Chapter III. Institute Administration

3.1. The Institute is headed by the Director, who, as a rule, holds a professorship.

3.2. Director of the Institute:

- A) Director of the Institute is appointed for a term of four years;
- B) Director of the Institute is appointed and dismissed by the Rector;
- C) Upon the recommendation of the Dean, the Faculty Council, the initiative group

and/or on the basis of personal application, the Academic Council listens to each candidate presenting the strategic plan of the institute development and recommends the candidate to the Rector on the basis of secret ballot;

D) Director of the Institute can not hold an administrative position at the university;

E) In the absence of Director of the Institute, the acting director will be appointed by the order of the Rector.

3.3 The basis for dismissing the Director of the Institute is the relevant resolution of the Academic Board.

3.4. The Director of the Institute develops the policy and strategy of the Institute's activities, defines the line of work, distributes the tasks among the employees;

3.5. Director of the Institute is authorized to

A) Exercise control over the timely and full scale of the work done by the Institute's staff, the remuneration and other administrative activities;

B) Organize presentations of curricula, scientific works, implemented / ongoing projects, published textbooks etc. prepared by the Institute;

C) Carry out other necessary activities related to the effective management and functioning of the Institute;

D) Prepare projects of relevant agreements and present them to the Rector of the University.

3.6 The Director of the Institute, within his competence, is responsible for determining the scope, directions, fulfillment terms, content and nature of the scientific and educational activities;

3.7 The Director of the Institute is entrusted with responsibility for the purposeful use, storage and maintenance of the property transferred to the Institute;

3.8 The Institute is oriented towards having scientific personnel. The staffing is determined by the specifics of projects and the amount of work performed;

3.9 The scientific personnel of the Institute is appointed and dismissed by the Rector of the University based on the proposal of the Director of the Institute, in agreement with the Faculty Board;

- 3.10 The remuneration of the scientific personnel of the Institute is determined by the Faculty Board taking into consideration the Budget of the Institute and other revenues as defined by its Bylaw;
- 3.11 Agreements with legal entities and individuals are concluded in accordance with the rules and forms established by the University.

Chapter IV. The Institute Property, Finances and Sources of Funding

- 4.1. The address of the Institute is: 0175 Georgia, Tbilisi, M. Kostava str. №77; building VI.
- 4.2. The Institute is an organizational unit of the GTU Faculty of Engineering Economics, Media Technologies and Social Sciences, to which both the rule of regulating financial relations with GTU faculties and rules for a self-financing center in case of self-financing orders apply;
- 4.3 The remuneration for the work done is based on the contract;
- 4.4. The organizational provision for the preparation of financial and accounting reporting forms, contracts, acceptance and delivery acts, on the basis of internal administrative acts of the GTU, is executed by the deputy director and the academic secretary.

Chapter V. Institute Reorganization and Liquidation

- 5.1. The reorganization or liquidation of the Institute is carried out in accordance with the rules established by relevant administrative acts of GTU.

Chapter VI. Amendments and Additions to the Bylaw

- 6.1. The amendments and additions in the Bylaw will be developed by the Director of the Institute, presented by the Faculty Board, considered by the University Academic Board and approved by the University Senate.