

**Resolution # 1**

**On the Approval of the Regulations of the Regional Universities Rectors Conference**

**Kutaisi**

**9 July 2021**

1. To approve the regulations of the Regional Universities Rectors Conference in the submitted form.

/ Regulations attached /

2. The resolution is valid as soon as it is published.

**Regional universities**

**Chairman of the Rectors' Conference Prof.**

Approved

Regulations of the Regional Universities Rectors Conference by Resolution # 1

Regulations of the Regional Universities Rectors Conference

#### **Article 1. General Provisions**

1. The Regulations of the Conference of Rectors of Regional Universities (hereinafter referred to as the “Regulations”) shall establish the rules and procedures for the exercise of the powers of the Conference of Rectors of Regional Universities.
2. The Conference of Rectors of Georgian Regional Universities (hereinafter referred to as the Conference) is an advisory body that unites the regional universities of Georgia, the conference deals with the problems of regional universities, discusses these issues and presents common problems to the Ministry of Education and Science, and / or relevant structures.
3. The governing body of the Conference is the General Assembly of the Conference Members, chaired by the Chairman of the Conference. The General Assembly of the Conference shall be chaired by the Chairperson of the Conference, who shall, within his / her competence, represent the Conference in relations with third parties.
4. The Chairperson of the Conference shall be elected by the General Assembly of the Conference by a majority of votes. From the heads of regional universities for a period of 2 years. The next Chairperson may be appointed at the General Meeting, and shall be elected by a majority of the General Assembly of the Conference.
5. New elections of the Chairman of the General Assembly - the Chairman of the Conference shall be held 1 month before the expiration of the term of the Chairman of the Conference. The same person can be elected as a leader only 2 times in a row.
6. The minutes of the conference session shall be kept by the secretary of the conference, who shall be elected by the general meeting upon the recommendation of the chairperson of the conference.
7. The first session of the conference will be convened at Akaki Tsereteli State University on July 9, 2021

#### **Article 2. Authority of the Regional Universities Rectors Conference**

1. The term of office of the Conference is 2 years.

Conference:

1. The Conference has a clearly defined mandate to assist regional universities in improving service / operation and efficient management of their own resources.
2. The participants of the conference will cooperate in the preparation and implementation of joint projects related to various educational issues, in the organization of joint conferences and

scientific forums. Exchange of information, knowledge, ideas and experience for more effective / productive functioning of the conference signatory universities

3. The conference will coordinate relations between regional universities, relations with local authorities, governing bodies, businesses and municipal institutions.
4. Executes other authorities granted by the legislation of Georgia and this Charter.
5. The Conference shall, within its competence, adopt a resolution signed by the Chairman.

### **Article 3. Convening of the Conference Session and Rules of Procedure**

1. The Conference Session shall be convened Twice a year, at the initiative of the Chairperson of the Conference, at least 1/3 of the members of the Conference. The Chairman of the Conference has the right to convene an extraordinary session at the request of 1/3 of the members of the Conference. Conference sessions are held within the timeframe set by the regulations.
2. A session of the Conference is authorized if it is attended by more than half of the full membership.
3. The decision of the Conference shall be deemed adopted if it is voted on by a majority of the members present.
4. The sessions of the conference are chaired by the chairperson or one of the members of the conference on his / her instructions. In the absence of the chairperson, the chairperson of the meeting elected from among the members of the conference.
5. The organizational side of the conference activities is provided by the conference secretary.
6. The Secretary of the Conference, in agreement with the Chairperson, shall establish a list of issues to be discussed at the meeting, which shall be forwarded to the members of the Conference in advance. Members have the right to add an additional issue to the draft agenda no later than 2 days before the beginning of the session.
7. The Chairperson of the Conference shall, at the beginning of the meeting, present the draft agenda, which shall be approved by the Conference by a majority vote of the members present.
8. The decision of the conference will be considered adopted if it is voted by the majority of the members present at the meeting, the vote of the chairman is decisive in case of division of votes.
9. Voting at the conference session is open (raising hands), except for the cases provided by the legislation and these regulations.

10. One third of the total number of members of the Conference has the right to request a secret ballot. Voting will be by secret ballot if it is supported by more than half of the members present.
11. A member of the Conference shall not have the right to abstain from voting.
12. . It is prohibited for a conference member to leave the meeting hall during the voting process.
13. The chairperson may suspend the session for a certain period of time or suspend it altogether if the issues on the agenda are not relevant or have been exhausted.
14. The session, including the break, lasts no more than 3 hours. The meeting may be extended with the consent of the majority of the members present.
15. The time of the speakers (project presentation) should not exceed 15 minutes, and the opinion of the conference member - 5 minutes.
16. Minutes shall be taken of each session of the Regional Universities Rectors Conference. It is possible to record audio-video of the session.
17. The minutes include: the date of the hearing, the start and end time. List of meeting members and invited persons. The agenda. The text of the speakers and the decisions made.
18. Written explanations on the issue under consideration shall be attached to the protocol as an appendix.
19. The protocol shall be signed by the chairperson of the representative conference
20. The resolution of the conference shall be signed by the chairperson of the conference

#### **Article 4. Organizational Support of the Conference**

1. The organizational support of the conference is provided by the chairperson of the conference.
2. The Chairperson shall provide documentation and information services to the members of the Conference in accordance with the Memorandum of the Conference and these Rules of Procedure.
3. The Chairman is obliged to ensure the delivery of the minutes of the conference to the relevant authorized persons.

#### **Article 5. Making changes and amendments to the regulations**

Amendments and supplements to this Regulation shall be made by a resolution of the Regional Universities Rectors Conference.