



DAUG
LTD Davit Aghmashenebeli University of Georgia

Approved by:
the Quality Assurance Service

Faculty of Journalism and Humanities

Statute

(Consolidated version)

LLC Davit Aghmashenebeli University of Georgia
Statute of the Faculty of Education and Humanities

Article 1. Status of Faculty of Journalism and Humanities

1.1 Faculty of Journalism and Humanities (hereinafter - the faculty) of LLC David Agmashenebeli University of Georgia (hereinafter: DAUG) is an educational structural unit of DAUG, which, through educational programmes and scientific research carried out under the conditions of academic freedom and institutional autonomy, ensures the preparation of students on the programmes of Journalism and English Philology and the awarding of bachelor's, master's and doctorate academic degrees.

1.2 The Faculty carries out its activities based on the principles of academic autonomy and is accountable to the founders of DAUG, the Rector and the Academic Council.

1.3 The Faculty operates on the basis of the Constitution of Georgia, international treaties, agreements, declarations and conventions regulating the European higher education area, as well as the Law of Georgia "On Higher Education", the provisions of DAUG and this statute.

1.4 The Faculty is not a legal entity;

1.5 Faculty has its own seal.

1.6 Faculty location: City of Tbilisi, Chavchavadze avenue N25

Article 2. The main goals of the faculty

2.1 The main goals of the faculty are:

a) Creating appropriate conditions for students and academic staff of the faculty for learning, teaching and scientific research, ensuring the possibility of receiving future-oriented education in accordance with modern standards in the field of journalism and English philology, constantly taking care of improving the conditions of educational and scientific work.

b) Facilitating the establishment of general legal principles and values, orientation of the society to the ideals of democracy, justice and humanism, which is necessary for the existence and development of civil society.

c) meeting the needs of obtaining higher education in Journalism and English philology according to the interests and capabilities of a person, as well as ensuring their upskilling and reskilling.

d) Realization of the intellectual potential of the person, development of creative skills and preparation of personnel who meet the modern requirements and are competitive in the international space, as well as offering higher education of modern standards corresponding to the demands of the general public in the fields of journalism and English philology.

- e) in order to increase the state's development and the competitiveness of DAUG itself, upskilling and reskilling new, highly qualified personnel in the field of journalism and English philology, creating conditions for independent scientific research, in order for the graduates of the faculty to develop the motivation for further professional development to participate in the process of observing ethical norms and values formation and strive to establish them; developing social and civic position; professional and personal responsibility; Also to be able to combine the theoretical and practical aspects of the complex issues of features and interrelationships of the principles and theories of journalism and English philology, to demonstrate a broad knowledge of the field and use the relevant terminology correctly.
- f) Preparation of a competitive qualified specialist equipped with competencies corresponding to the requirements of the Georgian and international educational and labor market, who will have relevant sectoral and general (transfer) competencies, the basic concepts and theories of journalism, English philology, structure and institutions, broad theoretical knowledge of the system and its ongoing institutional, political and other processes as well as the knowledge of diplomatic and political relations.
- g) Encouraging the mobility of students and academic staff of DAUG.

Article 3. Faculty objectives

3.1 The objectives of the faculty are:

- a) Training of highly qualified personnel in the fields of journalism and English philology
- b) Basing the education in journalism and English philology on independent studies and providing students with qualifications that will be effectively used not only in Georgia, but also abroad.
- c) providing the graduates with such qualifications that they will be able to implement the national interests and priorities of Georgia in the field of international political and economic activity. Strengthening the international image and authority of Georgia in the international arena depends on the knowledge and abilities, actions and activities of specialists in these fields. Integration in the European education space and expansion of mobility;
- d) dissemination of modern views of journalism and English Philology among students and development of professional skills, which is necessary to continue studying in a prestigious higher educational institution of any developed country;

Article 4. Priorities of the faculty

4.1 The main priorities of the faculty's activities are:

- a) deepening of knowledge in the field of journalism and English philology and formation of state thinking based on solid knowledge.
- b) Creation (formation) of a base corresponding to modern requirements necessary for the establishment of a western-type democratic state in Georgia, as well as for state prosperity and the training of highly qualified journalists and staff of English philology.
- c) Formation of a sense of respect and loyalty to the principle of the rule of law, as well as development of an active citizen's position for the protection of state interests and human rights.

Article 5. Article 3: The Faculty management bodies and structure:

5.1 The governing bodies of the faculty are the faculty council and the dean.

5.2 The faculty, in addition to the management bodies, consists of educational, scientific and auxiliary structural

units, which are created by the order of the rector of DAUG, based on the proposal of the faculty council.

Article 6. Faculty Council

6.1 Council of the Faculty of Journalism and Humanities of DAUG (hereinafter: "Faculty Council") is the representative body of the faculty - main educational and structural unit of DAUG, which manages the faculty.

Article 7. Composition of the Faculty Council

7.1 The faculty council consists of all members of the faculty's academic staff and representatives of the student self-government body of the Faculty, whose number is one quarter of the faculty's academic staff.

7.2 A person employed in the academic position of the Faculty of Journalism and Humanities of DAUG is considered a member of the faculty's academic staff.

7.3 The procedure for electing student self-government representatives in the faculty council is determined by the Student Self-Government Regulations of the faculty of DAUG.

Article 8. Authority of the Faculty Council

8.1 Faculty Council:

- a) determines the main goals, current tasks and activity priorities of the Faculty of Journalism and Humanities.
- b) develops proposals regarding the necessary expenses of the faculty and submits them to the rector of DAUG.
- c) upon presentation of the dean, designs and submits the Faculty

Development Strategy Plan , educational and scientific research programs to the Academic Council.

d) under the recommendation of the Dean, develops the Faculty structure and Statute and submits them to the academic council of the DAUG for approval;

f) elects the secretary of the faculty council by open vote;

g) hears the dean's report on the performed activities no later than one month after the beginning of the new academic year or, as needed, at any time,

at the request of at least 1/2 of the list of members of the Faculty Council;

h) presents a well-known public figure or a recognized scientist to the Academic Council for awarding the title of honorary doctor of DAUG.

8.2 The faculty council exercises other powers granted to it by the legislation of Georgia and the regulations of DAUG.

Article 9. Secretary of the Faculty Council

9.1 Organizational support of the activities of the Faculty Council and proceedings are carried out by the Secretary of the Faculty Council, who is elected from among the academic staff of the Faculty, on the nomination of the Dean, by open vote, at the first meeting of the Faculty Council.

9.2. Secretary of the Faculty Council:

- a) ensures the registration and storage of letters and documents received in the name of the Faculty Council;
- b) prepares drafts of letters and the topics to be discussed at the Council meeting;
- c) prepares the sessions of the faculty Council;
- d) ensures reproduction of documents;

e) maintains the archive of the Faculty Council.

Article 10. Termination of powers of the Faculty Board member

10.1 The authority of a faculty council member shall be terminated:

- a) upon dismissal from the academic position of DAUG or termination of student status;
 - b) in case of being declared incapacitated, missing or dead by the court;
 - c) upon the entry into force of the conviction of the court against him/her;
- or in the case of committing a particularly serious crime.

10.2 In the case of termination of the authority of the student self-government representative in the faculty council, the member of the faculty council becomes the student who has collected the most votes in the elections after the terminated member. In the absence of such, the student self-government shall elect a new representative no later than one month after the termination of the authority.

Article 11. Suspension of authority of the Faculty Council member

11.1 The authority of a faculty council member shall be be suspended:

- a) in case of illness or leave for more than one month, if he/she is deprived of the opportunity to participate in the sessions of the faculty council;
- b) while on a study or scientific mission for more than one month or in the presence of other circumstances that make it impossible for him/her to participate in the meetings of the Council.

11.2 The decision to suspend the authority of a member of the Faculty Council is made by the Faculty Council.

Article 12. The rule of conducting sessions and decision-making

12.1 The first meeting of the faculty council is held no later than 14 business days after the election of the new composition of the academic staff of the faculty and representatives of the student self-government.

12.2 The faculty council shall recognize its authority and elect a secretary at the first meeting.

12.3. The Faculty Council sessions are held as needed, but at least once each semester;

12. 4 The Faculty Council sessions are chaired by the Dean of the Faculty, and in his / her absence - by one of the council members named by the dean.

12.5 Members of the Faculty Council attend the sessions of the Faculty Council. Faculty's support staff have the right to attend Faculty Council sessions with deliberative voting rights. If other interested persons wish to attend the session of the faculty council, the faculty council makes a decision on their admission.

12.6 The session of the faculty council is capable of decision if the majority of the list of members of the faculty council participates in it.

12.7 If no other rule is established by the present statute, the decisions of the Faculty Council shall be made by open voting, by the majority of those present at the session.

12.8 In case of suspension of the authority of a member of the faculty council, the number of votes provided for in clauses 12.6 and 12.7 of this article is calculated by subtracting the number of suspended members from the list composition of the faculty council.

12.9 Voting at the Faculty Council session is open, except in special cases. The issue of holding a secret vote is decided in advance by the dean.

Article 13. The minutes of the Faculty Council session

13.1 The minutes of the meeting of the members of the faculty council and the fact of holding a session, as well as making a decision, are drawn up, which are signed by the dean of the faculty (in his/her absence - by the deputy) and the secretary.

13.2 The minutes of the faculty council sessions are kept by the dean of the faculty for at least 3 years, after which they are transferred to the DAUG archive.

Article 14. Faculty Dean

14.1 The administrative head of the Faculty of Journalism and Humanities of SDASU is the Dean of the Faculty of Journalism and Humanities (hereinafter "the Dean"), who presides over the sessions of the Faculty Council and directs the ongoing activities of the Faculty.

14.2 The dean of the faculty, in agreement with the faculty council, is appointed by the rector of DAUG.

14.3 Full, associate and assistant professors of DAUG can be appointed to the position of dean.

Article 15. Authority of Dean of the Faculty

15. 1 Faculty Dean:

- a) within the scope of the authority granted by this statute, independently determines the main directions of the current activity of the faculty and is accountable to the faculty and academic councils.
- b) represents the faculty and faculty council in front of the Academic Council of DAUG and the rector of DAUG, other higher educational institutions, public organizations and enterprises, as well as local and higher authorities.
- c) chairs the sessions of the faculty council.
- d) Submits the structure and statute of the faculty to the faculty council for review;
- e) submits the faculty's strategic development plan for educational and scientific-research programs to the Faculty Council for consideration
- f) submits the statute of the Faculty Council for consideration to the Faculty Council.
- g) coordinates the current teaching-methodical and scientific-research work at the faculty.
- h) develops recommendations for the purpose of increasing the effectiveness of the current educational and research activities at the faculty.
- i) ensures effective management of educational and scientific activities at the faculty.
- j) within the scope of his/her competence, he/she is responsible for the implementation of the decisions of the Academic Council of DAUG, the Rector, as well as the Faculty Council.
- k) conducts relations with partner universities, international and local scientific and research institutions.
- l) determines the communication policy of the faculty.
- m) manages and implements relations with mass media, is responsible for the faculty's image, internal and external communications.
- n) organizes and conducts faculty events, including presentation events.
- o) carries out the selection of employees (support staff) at the faculty and submits it to the rector for review and appointment.
- p) Considers and responds to the statements, complaints and appeals received by the faculty council.
- q) carries out the admission of persons who have applied to the faculty.
- r) supervises and monitors the exercise of powers by the employees of the faculty, fulfillment of the obligations assumed

by the contract and compliance with the internal regulations of DAUG.

s) directs the activities of the support staff at the faculty.

t) listens to the reports of structural units of the faculty and/or individual employees about the performed activities and evaluates them.

u) Within the scope of his/her competence, he/she addresses the rector with a proposal regarding the encouragement and imposing responsibility upon the employees.

v) is responsible for the targeted use of the funds allocated to the faculty.

15.2 carries out other powers and activities assigned to him/her by the legislation of Georgia, the statutes and internal regulations of the DAUG, which directly or indirectly serve the goals of the faculty.

Article 16. Termination of authority of the dean of the faculty

16.1. Authority of Dean of the faculty will be terminated:

a) on the basis of a personal statement;

b) In case of impossibility to exercise authority for more than 3 months.

c) In case of being recognized as incapacitated, missing or dead by the court.

16.2. The faculty council is authorized to apply to the rector for termination of the dean's authority in the case of the dean's violation of Georgian legislation, inappropriate performance of the duties assigned to the dean and/or carrying out improper activities.

Article 17. Bachelor's Level

17.1 The Bachelor's level of the Faculty of Journalism and Humanities of DAUG (hereinafter referred to as "BA") is a first-level educational programme of academic higher education, which aims to teach the basics of journalism and English philology within the framework necessary for working in this specialty and continuing studies in the master's degree level.

17.2 The purpose of studying at the bachelor's level, along with higher level professional training than general education, is relatively deep assimilation of the theoretical aspects of study disciplines, which prepares a person for further study and work in the master's degree level, taking into account the limitations established by the legislation of Georgia.

17.3 BA studies are conducted within the framework of BA educational programmes approved by the Academic Council of DAUG and end with the awarding of the academic degrees of Bachelor of Journalism and Bachelor of English Philology.

Article 18. The rule of enrollment on a BA programme

18.1 The holder of a state certificate confirming complete general education or a person equal to it has the right to study at the bachelor's level.

18.2 Enrollment in the bachelor's programme is carried out on the basis of the results of the unified national exams passed in the manner prescribed by the legislation of Georgia and the passing of the initial administrative registration in the DAUG.

Article 19. Master's degree

20.1 The master's degree of the Faculty of Journalism and Humanities of DAUG (hereinafter "MA") is an educational programme of the second level of academic higher education, which is built with a practical profile, includes elements of scientific research and an academic component. The master's degree studies aims to prepare a specialist at the post-bachelor level, to develop the skills necessary for the implementation of practical activities and to promote the development of skills necessary for independent scientific research.

20.2 Master's degree studies take place within the framework of master's educational programmes approved by the Academic Council of DAUG and end with the awarding of the academic degree of Master of Journalism.

Article 20. The rule of enrollment on a MA programme

20.1 A person with a bachelor's degree or equivalent academic degree has the right to study at the MA programme.

20.2 Enrollment in the master's programme is carried out on the basis of the common master's exams passed in the manner established by the Georgian legislation, as well as the specialization and foreign language exams established by DAUG.

20.3 The topics of the exams to be taken in specialization in the master's degree will be posted on the website of the DAUG no later than one month before the exam.

Article 21. Development and entry into force of faculty statute

21.1 The statute of the faculty shall be developed by the faculty council on the proposal of the dean and approved by the Academic Council of DAUG.

21.2 The faculty statute enters into force upon approval by the Academic Council of DAUG, which is confirmed by the Rector's signature.

21.3 From the date of entry into force of the present statute of the faculty, any changes-additions will be included in it after the proposal of the dean of the faculty has been approved by the academic council and signed by the rector.