

Consolidated:

(#23/5; 21.02.2024)

Approved by the Decree 23/6 of July 25, 2012 of the Representative Board of
LEPL Tbilisi State Medical University

Provisions

Faculty Development and Strategic Planning Department

LEPL Tbilisi State Medical University

Chapter I. General Provisions

Article 1

The Faculty Development and Strategic Planning Department of Tbilisi State Medical University (hereinafter referred to as “the university”) represents the structural unit of the Tbilisi State Medical University (#23/5; 21.02.2024).

Article 2

The department is guided by the Constitution of Georgia “Law on Higher Education”, other legislative and subordinate normative acts, the charter and administrative acts issued by management authorities in accordance with this regulation

Chapter II. Functions of the Department

Article 3

The functions of the department are:

- A. Elaboration of the strategic development plan of the university;
- B. Discussion of the strategic development plan with the relevant structures and presentation to the rector;
- C. After the approval of the strategic development plan, defining ways of implementation and further monitoring (#23/5; 21.02.2024);

- D. Based on the concept of strategic development plan providing faculties and structural units with consultations;
- E. In accordance to the national and international requirements initiation of modern teaching methods and technologies to improve the educational process;
- F. Promotion of the international accreditation process of undergraduate, postgraduate and continuous professional development programs;
- G. Searching for the strategic partners and funds, establishing partnerships and elaborating joint projects;
- H. Conducting training with the participation of leading international and Georgian experts in the medical education methodology at the AMEE International Networking Center based within Tbilisi State Medical University. Conducting training for the academic and administrative staff of the university and other higher educational institutions at the faculty development department (#23/5; 21.02.2024);
- I. Promotion of students, residents and teachers' mobility within the framework of undergraduate and postgraduate medical education (exchange and special teaching/scientific programs);
- J. Carry out other responsibilities granted by the Rector of the university.

Chapter III. Leadership and staff of the department

Article 4

1. The department is headed by the Head of the Department, which is appointed and dismissed by the Rector in accordance with the law.
2. The Head of the Department is accountable to the Rector.
3. Head of the Department:
 - A. Supervises the department;
 - B. Within the framework of his/her competency is responsible for effective coordination of the ongoing educational processes;
 - C. Distributes duties and responsibilities among staff members, gives them mandatory instructions;
 - D. Monitors staff performance;
 - E. Signs and validates the documents prepared in the department;

- F. Head of the Department is accountable for the work carried out by the department.
4. In case of his/her absence, duties and responsibilities are delegated to the deputy head of the department (#23/5; 21.02.2024);
 5. The number of staff members is determined by the university staff schedule.

Article 5

1. The staff of the department is appointed and dismissed by the Rector as prescribed by the law.
2. Individual directions of the department activities which are not provided for by the university staff schedule are carried out by an invited person based on the relevant employment contract.
3. Staff of the department is accountable and responsible to the head of the department.
4. Staff of the department ensures the fulfillment of their functions in accordance with this provision.

Chapter IV Final Provisions

Article 6

1. The provision of the department is approved by the TSMU Representative Council.
2. Revocation of the provision, amendments and additions are made by the Representative Council in accordance with the procedure established by the legislation.