



Co-funded by the
Erasmus+ Programme
of the European Union



ERASMUS+ CBHE PROJECT # 585760-EPP-1-2017-1-AM-EPPKA2-CBHE-JP

**“Change in Classroom: Promoting Innovative Teaching & Learning to
Enhance Student Learning Experience in Eastern Partnership Countries”,
PRINTeL**

GEORGIAN TECHNICAL UNIVERSITY (GTU)

**TEACHING STAFF DEVELOPMENT CENTRE’S (TSDC)
(GTU INNOVATIONS CENTER)**

OPERATIONAL PLAN FOR 2019-2021

TBILISI 2018

CONTENTS

Introduction	3
1. Objectives.....	3
2. General Information.....	3
3. Main Activities.....	5
3.1. Teacher Training Programmes	5
3.2. Pedagogical Consulting Activities	5
3.3. Seminars, Workshops and Conferences.....	5
3.4. Dissemination and Networking	6
3.5. Development Projects.....	6
4. Organization and Operation.....	6
4.1. Organizational Structure	6
4.2. Role Descriptions.....	8
4.3. Marketing and Communication	8
4.4. Quality Assurance.....	8
4.5. Capacity Building.....	9
4.6. International Relations.....	9

Introduction

1. Objectives

1.1. “Innovations Center” of Georgian Technical University LEPL (hereinafter GTU) is established with the initiative of faculty of Law and International Relations, faculty of Business Technologies and faculty of Engineering Economics, Media Technologies and Social Sciences within the scope of the liabilities covered under the 2 grant project of EU Erasmus+ 1. **InnoCENS** - “Enhancing Innovation Competences and Entrepreneurial Skills in Engineering Education – “573965-EPP-1-2016-1-SE-EPPKA2-CBHE-JP and 2. **PRINTeL** - “Change in Classroom: Promoting Innovative Teaching & Learning to Enhance Student Learning Experience in Eastern Partnership Countries”, - ERASMUS+ CBHE PROJECT #585760-EPP-1-2017-1-AM-EPPKA2-CBHE-JP;

“Innovations Center” operates by the self-funding principle.

1.2. The Center operates its activities in line with the Constitution of Georgia;“ Law of Georgia on Higher Education”; Charter of Legal Entity of Public Law – GTU; This provision and the legislation that is effective in Georgia;

1.3. Special discussion can be held to discuss the reports of the Center, if requested by the Rector and the Academic Council.

2. General Information

Functions of the “Innovations Center” are defined in line with the duties and tasks of 2 grant EU Erasmus+ project: (**InnoCENS** and **PRINTeL**) and focused on:

- 2.1. Adoption of innovative teaching methods and preparation of applicable project to provide further inclusion into teaching process;
- 2.2. Study and organize system characteristics of successful career;
- 2.3. Adoption of innovative methods for grading study outcomes and preparation of applicable projects;
- 2.4. Within the competence of the Center, building relations and develop cooperation with international and local governmental and non-governmental organizations;
- 2.5. Support development of innovative ideas of students and professor-teachers;
- 2.6. Support the process of learning programs (syllabuses) and teaching plans (curriculums) adoption related to innovations and entrepreneurship;
- 2.7. Arrange trainings, seminars and conferences to report outcomes of innovative teaching methods and professional development of academic staff;
- 2.8. Promote the creation of an innovative ecosystem in the university environment for the development of entrepreneurial spirit and business consciousness;
- 2.9. Participation in grant programs with the purpose of achieving goals.

Short activity plans for TEACHING STAFF DEVELOPMENT CENTRE (TSDC) of GTU in the coming years

(GTU “Innovations Center”)

#	Activities	Time period	Target Numbers
1	THE TRAINING OF TRAINERS (TOT) COURSES – 5 Groups from GTU	November-December, 2018	11 Trainers
2	Training course implementation at GTU TEACHING STAFF DEVELOPMENT CENTRE (based on project PRINTeL Experience)	Januar-March, 2019	5 Groups 110 Teaching Staff
3	Selection of students academic group from 10 Faculties and starting implementation methods of Innovation Pedagogy	March –August, 2019	15 Groups 500 Students
4	Parallel work for implementing project PRINTeL work plans	2018-2019	

Brief analysis of the challenges

- Lack of teaching staff with new pedagogical approaches, innovative T&L methods, ICT & online learning tools, etc.;
- Lack of modern ICT and e-learning instructional technologies;
- Students’ concern about boring and outdated lectures and need of more experimental/innovative learning activities;
- Need of redesigning of some courses;
- Still need to promote greater awareness on the types and methods of innovative and technology-enhanced T&L and to share best practice.

3. Main Activities

Teaching Staff Development Centers (at GTU “Innovations Center”)

- The Center provides workshops, seminars and trainings on a variety of teaching and learning issues;
- The Centre works in partnership with academic units, faculty members, and students to enhance the practice and learning and teaching at University;
- The Centre takes an evidence-based approach to curriculum planning and services to support the application of technology in education, as well as institutional policies and infrastructure to enhance the learning environment;
- The Center offers teaching-orientated training for the faculties as well as lectures and workshops.
- The Center also develops mentoring programs.

3.1. Teacher Training Programmes

- Adoption of innovative methods for grading study outcomes and preparation of applicable projects;
- Arrange trainings, seminars and conferences to report outcomes of innovative teaching methods and professional development of academic staff;
- Support the process of learning programs (syllabuses) and teaching plans (curriculums) adoption related to innovations and entrepreneurship;

3.2. Pedagogical Consulting Activities

Some Methods of innovative pedagogy which will be implemented at GTU educational programs

forms and Methods of Achieving the Learning Outcomes:

- Lecture/Seminar;
- Guest Lecturer, Co-Teaching;
- Practical Classes (Team Working, Exercises, Case Study, Presentation);
- Group work/Discussions, Role Play;
- Course Work/Project;
- Assignments by Business Sector;
- Independent Work (Working on Book, Reading and Comprehension);
- Reading and Reflection;
- International group Work;
- Profession Excursion;
- Success Stories;
- Paid internship.

3.3. Seminars, Workshops and Conferences

In nearest future TSDC will offer these particular programmes/courses

- Active Learning, with special focus on Technology Enhanced Collaborative Learning;
- Active learning & ICT-enhanced teaching: m-learning & gamification;

- Video as a Learning tool for teachers & students: Video Lecturing & promoting Interaction in the Classroom;
- Active Learning in the Flipped Classroom;
- Hybrid/Blended Teaching & Learning;

3.4. Dissemination and Networking

- The Centre works in partnership with academic units, faculty members, and students to enhance the practice and learning and teaching at University;
- Special board, that coordinates the activities of the Center in Faculties is presented by the University and/or Faculties and must be approved by the Rector of GTU;

3.5. Development Projects

Planned development projects where the center is involved (goal, how it will contribute to the development of teaching staff)

- Within the project InnoCENS now we are developing one example of innovation pedagogy methods, namely, Project Hatchery method when multidisciplinary group of students works to reach the goal (project is underway at the moment);
- Pilot projects of assessment mechanisms for innovative pedagogy learning outcomes – Trained Staff to use "FINCODA" (Innovation Competencies Assessment Barometer - a psychometric online tool that measures individuals' capacity for innovation) and Pilot Program at the Faculty of Power Engineering and Telecommunication;
- BRITISH COUNCIL (UK) - CREATIVE SPARK: Higher Education Enterprise Programme “The GTU Research and Innovation Support Programme (GRISP)”. Within the (GRISP) project, with the aim of developing practical skills in students and closer cooperation between GTU and business sector. The programme is already being used successfully in UK for stimulating and supporting closer cooperation between educational institutions and businesses. The project supports businesses (small and medium-sized enterprises) that are thinking about, or are currently in the process of, developing a new product, process or service.

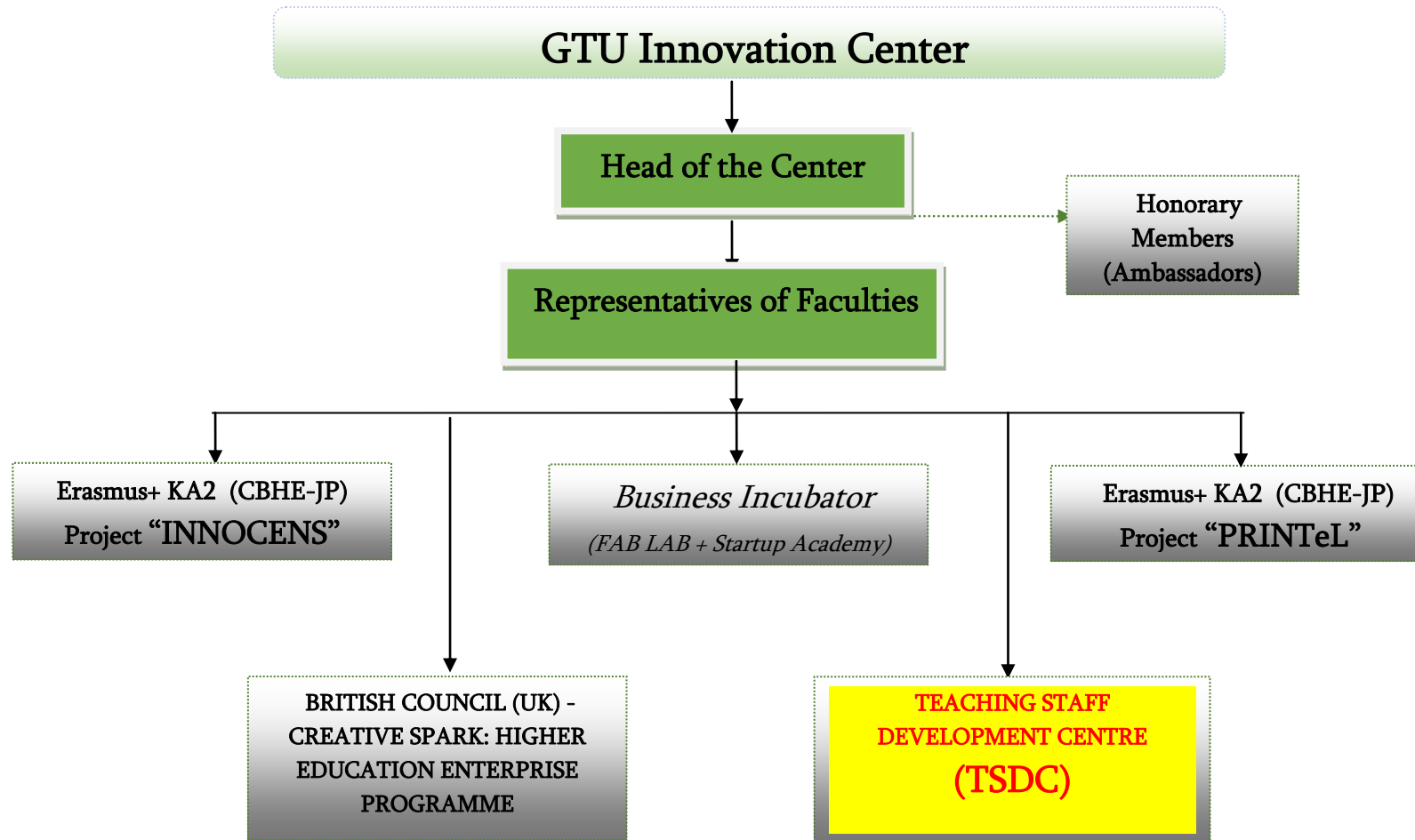
4. Organization and Operation

4.1. Organizational Structure

4.1. “Innovations Center” of Georgian Technical University LEPL (hereinafter GTU) is established with the initiative of faculty of Law and International Relations, faculty of Business Technologies and faculty of Engineering Economics, Media Technologies and Social Sciences within the scope of the liabilities covered under the grant project of EU Erasmus+ (“InnoCENS” and “PRINTeL”) “Innovations Center” operates by the self-funding principle.

4.2. The Center operates its activities in line with the Constitution of Georgia; “Law of Georgia on Higher Education”; Charter of Legal Entity of Public Law – GTU; This provision and the legislation that is effective in Georgia;

4.3. Special discussion can be held to discuss the reports of the Center, if requested by the Rector and the Academic Council.



4.2. Role Descriptions

management of the Center (Staff responsibility)

- “Innovations Center” is managed by the Head of the Center, who is appointed and dismissed by the Rector of GTU;
- Special board, that coordinates the activities of the Center in Faculties is presented by the University and/or Faculties and must be approved by the Rector of GTU;
- The staff of the Center consists of scientific, educational and supporting staff;
- The staff of the Center is appointed and dismissed by the Rector, upon the submission of the Head of the Center;
- Contracts with legal entities and individuals is concluded in accordance with the rules and forms adopted by the University.

Head of the Center is entitled to:

- Provide various activities necessary for effective management and functioning of the Center;
- Considering competences, prepare proposals and submit to the relevant bodies of GTU, with the agreement of the Rector;
- Head of the Center, within the scope of his/her competence, is responsible for the terms of performance of the Center, its content and the nature, as well as to use, maintain, and provide proper operation of the property owned by the University, delivered with the right of usage;
- Carry out other essential activities related to effective management and functioning of the Center.

Final provisions

- These Regulations are valid from the moment of approval by the Council of Representatives;
- The policy of regulating financial relations of Innovations Center with Georgian Technical University is determined by the rules that apply to the Georgian Technical University;
- Financial and accounting reporting forms, contracts, receipt acts and other written acknowledgments are regulated by GTU internal administrative acts;
- Any changes or additions to this provision must be carried out by the head of the center, discussed by Academic Council and approved by the Council of Representatives;
- This resolution becomes ineffective in case of approval of the new resolution or liquidation of the center;
- Reorganization or liquidation of the center should be carried out in accordance with the rules established by the administrative acts of GTU.

4.3. Marketing and Communication

Communication tools used at GTU Innovations Center: Website, STUNET - GTU video portal, Social Networks, Alumni Association, Students Organizations, Professors Community, etc.;

4.4. Quality Assurance

Availability of effective mechanisms of quality control.

- Based on regular researches, we need to form qualified thematic questioners and develop applicable forms. In this regards, high standards to achieve international cooperation and internationalization may consider such mechanisms of business process management, such as:

- Preparation of “SWOT” analysis (strong and weak sides, abilities and dangers);
- Damming cycle – PDCA – iterative four-step management method used in business for the control and continual improvement of processes and products (plan-do-check-act);
- “Six Sigma” – Business management strategy, which covers finding of any errors or mistakes in business process management and their elimination. With the support of GTU administration and coordinating by GTU Innovations Center, we are preparing “Innovation Competence Assessment Tool”;
- For “Innovation Competence Assessment Tool” we have prepared a set of tasks that can be used in this Tool to assess an individual's capacity to innovate. Using this online platform, it is possible for individuals to assess themselves and other persons by answering a series of questions. We are also working on creation of behavioral assessment training for business and university leaders to provide accurate assessments of colleagues, team members and students;
- Based on project "Innocence" experience, for our Tool we are planning to use Questionnaire of FINCODA Barometer;
- FINCODA Questionnaire is already translated in Georgian language and is ready to be integrated in the Tool.

4.5. Capacity Building

- Annual VATL Forum (virtual conference) will be established to promote dialogue among academic communities at regional and international level, to share and discuss the specific topics and issues of T&L;
- TSDC Center focuses on promotion of greater awareness on types and methods of innovative technology-enhanced teaching and learning (T&L), and dissemination of good practice;
- 3 virtual communities (websites using Virtual Academy of Teaching and Learning (VATL) services) of teaching practice comprising particular training approaches (e.g. problem/project-based; case studies; game/simulation learning) and 3 communities of disciplinary groups (Humanities and Social Sciences, Pedagogy and Teacher Training, Science and Engineering) will be created;

4.6. International Relations

Within the competence of the Center, TSDC is focused build relations and develop cooperation with international and local governmental and non-governmental organizations. Specifically:

- Active support to research and creative activities of academic and scientific personnel, in view point of internationalization and regular assessment and analysis of effectiveness of implemented activities;
- Implement new partnership relations and develop implemented relations with the world leader educational and scientific and research institutes and networks of international cooperation;
- Quantitative and qualitative development of participation and involvement in international projects;
- Permanent provision of consequence implementation of the above stated measures and provision of mechanisms of effective application of the outcomes of internationalization in the activities.