

## Legal Entity of Public Law

Iakob Gogebashvili Telavi State University



The academic council discussed:

Protocol N ..... 202\_

Approved by the members of the council:

Protocol N ..... 202\_

Representative of the Chairman of the Board:

### REGULATION OF INCENTIVE AWARDS FOR ACADEMIC STAFF, INVITED PROFESSORS AND TEACHERS AT IAKOB GOGEBASHVILI TELAVI STATE UNIVERSITY

#### Article 1. GENERAL ASPECTS

This regulation defines the rules and conditions for awarding incentives to the academic staff (hereinafter - the staff), invited professors and teacher staff of the Telavi State University (hereinafter - the University). One of the mission of Telavi State University is to has high qualified academic and administrative staff, that are responsible to prepare future professionals for the region/country with the help of innovative teaching and learning methods and tools. Especially in this COVID pandemic situation when the distance learning becomes the paramount for the university. In order to achieve the objectives of the mission, the university has a strategic development plan. One of its goals is to develop modern and innovative learning and teaching skills in teaching staff. (approved by the academic and Administrative Councils of the university). For this purpose, the incentives are associated with the use of innovative teaching and learning methods by the staff. This regulation aims to promote innovative learning and teaching within the university and to increase the staff motivation. Also, internationalization/promoting of education is one of the key aspect of the organization.

#### Article 2. ORGANIZING A COMPETITION WITH THE AIM OF AWARDING INCENTIVES TO THE STAFF

1. In order to award incentives to the staff, the University holds a competition at least once during the academic year. The head/heads of the relevant basic educational unit (faculty, department) of the university have the right to initiate the competition. The competition is announced on the basis of the Rector's order, which sets the terms of the competition and the list of documents to be submitted;
2. Based on the results of the competition, the decision about awarding incentives to the staff is made by the Rector of the University within the scope of her authority;
3. The decision about awarding incentives to the staff is made considering the results of the previous academic year;
4. Each faculty can select the staff in two nominations:
  - a) The best professor/invited professor/teacher of the year at the faculty;
  - b) Innovator professor/invited professor/teacher of the year at the faculty;
5. The faculty/school, the relevant academic department and the staff are responsible for the accuracy of the information about the staff. In case of revealing incorrect information, the issue will be submitted to the Faculty Ethics Commission for appropriate reaction.

### **Article 3. COMPETITION COMMISSION AND CONDITIONS**

1. In order to organize a competition, the Competition Commission is formed by the order of the Rector, which may include representatives of the administrative staff/school, representatives of the academic/invited staff/teacher staff and support staff of the University and the Faculty; the Competition Commission is authorized to involve experts and/or other persons in the work of the Commission for the effective implementation of its activities;
2. The Competition Commission determines the evaluation standards of the candidates;
3. The Commission may decide on issues within its competence (selection of candidates, identification of winners, holding a competition-award ceremony, etc.) if more than half of the members of the list are present at the meeting;
4. In order to participate in the competition, the staff is obliged to submit an application to the Competition Commission and the documents required by the order of the Rector issued for announcing the competition;

### **Article 4. IDENTIFYING THE WINNER**

1. From the candidates, selected according to the standard established by the Competition Commission, the winner is considered to be the one who receives more than a half of the votes on the list of the Competition Commission;
2. The winning staff is awarded with symbolic prizes and a certificate.
3. It will be taken into account during competition for academic position at the university.
4. Winning academic staff is also encouraged by publishing articles in internationally scientific journals.