



სსიპ ბათუმის შოთა რუსთაველის
სახელმწიფო უნივერსიტეტი

December 11, 2023

**Decision of the Representative Council
N 07-01/63**

On approval of the structure of BSU

Based on Article 18 of the Law of Georgia “On Higher Education”, Article 10 of the BSU Charter “On approval of the regulations on the Department of Strategic Development and International Relations of BSU”, the decision of the BSU Representative Council dated November 17, 2023 N07-01/55, regulations of the BSU Representative Council and the protocol of the meeting of the BSU Representative Council (12/11/2023, N07-02/15),

the BSU Representative Council has decided:

1. To approve the structure of BSU in accordance with **Annex N1** of the given decision and to enter into force on January 1, 2024.
2. Since January 1, 2024, to **declare invalid Appendix N1** to the decision of the BSU Representative Council (BSU structure) dated February 10, 2022 N07-01/04.
3. To publish the decision and the approved new structure on the BSU website, in the appropriate fields.
4. To send the present decision to the governing bodies, vice-rectors, faculties, institutes, the Information Technology Service of BSU, Office Work (Chancellery) and other structural divisions of BSU.
5. The decision is valid from the moment of signing.
6. The decision can be appealed within the time limit and according to the rules established by law in the Batumi City Court (Stephane Zubalashvili St. № 30, Batumi).

Speaker of the Representative Council,

Professor

Jemal Karalidze

On approval of the structure of BSU"

Decision N07-01/63 of December 11, 2023 of the BSU Representative Council

Annex N1

Structure of BSU

The organizational structure of BSU includes university management bodies/officials and main structural units and shows their subordination. **The structure of the university includes the following management bodies and structural units:**

- 1.1. University management bodies (governing entities): Academic Council, Representative Council, Rector, Head of Administration and Quality Assurance Service;
- 1.2. Vice rectors;
- 1.3. Main educational units - faculties (1. Faculty of Humanities; 2. Faculty of Law and Social Sciences; 3. Faculty of Economics and Business; 4. Faculty of Tourism; 5. Faculty of Exact Sciences and Education; 6. Faculty of Natural Sciences and Health; 7. Faculty of Technology);
- 1.4. Independent scientific and research units (hereinafter - Institutes): 1. Niko Berdzenishvili Institute; 2. Institute of Agricultural and Membrane Technologies; 3. Institute of Phytopathology and Biodiversity;
- 1.5. Ilia Chavchavadze Library;
- 1.6. Auxiliary Educational Unit of the University - Professional Program Management and Continuing Education Center;
- 1.7. Support structural units of the university administration:
 - a) Secretariats/apparatuses of management bodies: Rector's office; BSU Quality Assurance Service Secretariat; BSU Academic Council Secretariat; BSU Representative Council Secretariat;
 - b) Department of educational process (including the following services: management of educational process; issuing of diplomas and register; management of electronic resources of students);
 - c) Department of student career development, culture and sports (including the following departments: student support; culture and sports);
 - d) Examination Center;
 - e) Scientific research service;
 - f) Department of Strategic Development and International Relations;
 - g) Public Relations Service;
 - h) Information Technology Service;
 - i) Legal Department;
 - j) Case Management Service/Office (including Human Resources Management Department; Case Management Department);
 - k) Financial and Economic Department (including the following services: procurement; accounting-reporting (accounting));
 - m) BSU Publishing House;
 - n) Material Resources Management Department (including: cleaning department; university dormitory);
 - o) Protection and Labor Safety Service (including protection department);
 - p) Chief Internal Auditor.
- 1.8. **Auxiliary structural units of university faculties** (structural units mentioned in the staff list of BSU or which provide services on the basis of orders), including:
 - a) **at the Faculty of Legal and Social Sciences:** Legal Clinic; Psychological Clinic;
 - b) **at the Faculty of Natural Sciences and Health:** Dental Clinic "BSU Dent"; Center for the Management of the Graduate Medical English Language Program; Center for medical education and professional development of doctors; Western Georgia Regional Chromatographic Center.
 - c) **at the Faculty of Humanities:** Center for Translation and Interdisciplinary Studies;
 - d) **at the technological faculty** (Agrarian School; Agricultural Extension Center; training and testing base; laboratory of building materials and construction structures.

BSU structure (graphically)