

“Approved”

By the Academic Board of Samtskhe-Javakheti State University

Protocol # 6, Decree # 19; 13.13.2018

The Chairperson of the Board ---- M. Beridze (signed, stamped)

The Rule of Affiliation of the Academic Personnel of LEPL Samtskhe-Javakheti State University

1. The Goal of the Affiliation Rule and Conditions
 - a. The rule regulates the affiliation rule (hereafter – the rule) and conditions of LEPL Samtskhe-Javakheti State University (hereafter – the university) and defines the rights and responsibilities of the academic personnel and the university from the prospective of affiliation.
 - b. The goal of the rule is to ensure establishment of the relationship between the university and university academic personnel which enables academic personnel to conduct educational and scientific activities on behalf of the university, while the university will be able to support academic personnel ultimately to realize its potential.
2. Definition of the Terms
 - a. Affiliation - Written agreement between a university and the person with an academic position (affiliation agreement), defining affiliation of the person only with the university as she/he implements the main educational, research/scientific activities on behalf of the university, while the results of the research is considered as the property of the university, is actively involved in the decision making processes related to the university educational, research and other important issues; actively participates in providing of consultations to the students and academic/scientific mentorship processes/
 - b. Affiliated academic personnel – the person with the academic position who has signed the affiliation agreement with the university in written.
 - c. Affiliation agreement – a written agreement concluded between the university and its academic staff and describes the rights and responsibilities related to the affiliation;
 - d. The university – LEPL Samtskhe-Javakheti State University
3. The Procedures and Conditions Related to Affiliation
 - a. Affiliation of the academic personnel with the university considers conclusion of a written agreement between the university and academic personnel of the university, according to which the person with an academic position confirms his/her affiliation only with the university, participates in the civic development and knowledge sharing processes and implements educational/research activities at the university and the results are considered as the ownership of the university, who is actively involved in the university decision-making processes related the educational, research and other important issues and actively participates in provision of the consultations to the students and mentorship of the research activities.
 - b. The competition winner for the academic position is obliged to conclude an affiliation agreement with the university (see Annex);
 - c. An academic staff affiliated with the university is obliged to notify about signing of an affiliation agreement with another university immediately to the university;
 - d. The person having academic position who has an affiliation agreement with the university and at the same time is involved in academic/educational activities in other educational institution is obliged to inform about the academic workload, including mentorship of master and doctoral program students before start of each semester (within two weeks).
 - e. Failure of fulfilment requirements of the mentioned provision shall cause the termination of the employment agreement
4. An Affiliated Academic Personnel
 - a. The person with an academic position at the university is affiliated who has signed the written affiliation agreement with the university based on the given rules

- b. An affiliated academic personnel is obliged to follow the mentioned rules which are constituent (inseparable) part of the agreement in addition to the labour conditions defined by the employment agreement and applied labour legal acts of the university.
- c. taken out (Academic board 12.12.2019, decree # 76, protocol # 17)

6. Transitional Provisions

- a. The academic personnel of the university who has a valid labour agreement for the period of entrance of the rule into force, is obliged to be introduced with the university academic personnel affiliation rules and conditions and is obliged to sign the affiliation agreement with the university by the conditions of the defined rules till the April one of given year.
- b. The person who has an academic position not only in the university, as well as in another higher educational institutions and has signed the affiliation agreement with other university has the right to continue employment relationship before expiration of the agreement terms without affiliation if it implements the conditions defined by the workload scheme for the university academic personnel (an academic board 12.12.2018 protocol # 17, decree# 76).

An Affiliation Agreement

Akhaltzikhe “---“, ----- 20—

On one hands, LEPL Samtskhe-Javakheti State University (hereafter – the university), address, # 106, Rustaveli Street, Akhaltsikhe), represented by the rector, Maka Beridze (hereafter “an employer”), on other hands, the citizen (hereafter “an employee”) agreed on the following

1. An employee, the faculty academic personnel (professor/associated professor/assistant professor) is affiliated with only the university based on the employment agreement signed between the university and him/her by the terms including ----, 20 - -----, 20--, who shall participate in the civic development and knowledge sharing process on behalf of the university and shall implement only in educational, scientific/research activities at the university and the results of his/her research activities shall considered as university ownership, who is actively involved in the processes of the consultation provision to the students and mentorship in the research activities.
2. The relevant academic personnel undertakes the responsibly on failure of fulfilment “The affiliation rule of Samtskhe-Javakheti State University personnel” approved by the university academic board decree # 17 of March 13, 2018
3. After expiration of the affiliation terms of affiliated academic staff with the university the scientific/research production produced during affiliation is assigned the status of produced/completed on behalf of the university
4. The agreement is an inseparable part of the employment agreement #--- signed between the parties on –
5. The issues not regulate under the given agreement will be solve based on the applied Georgian legislation
6. The agreement s valid from -----to-----

An employer
The rector of
LEPL Samtskhe-Javakheti State University

An employee
(Surname, name)

Amendments made

Academic board 12.12.2018 protocol # 17, decree #76