

ATSU Rector's, G. Ghavtadze's Report on the Work Completed in the Academic Year 2016-2017

Dear Honoured Academic Council Members,

I would like to inform you that University is under the regime of preparation for authorization even from the beginning of the year of 2017. It is true that this is a permanent process, though due to those changes, that were made to the standards of the authorization of the higher education institutes of Georgia, every university has to specifically prepare for that. This is quite a multilateral process, a certain part of relevant activities has been displayed in the report of ATSU Quality Assurance Service, and it will be manifested in the report of the head of the administration of University at the end of the current financial year as well. Accordingly, traditionally, we are representing only the key novelties that were not referred to in the above-mentioned reports and we consider that they are of worthy of notice to be discussed owing to their importance. Besides, we made an attempt that the report would have to be quite comprehensive and thorough, that is why it is rather lengthy rather than the report of the previous years.

Therefore, during the academic year of 2016-2017 the following main innovativeness and newness in the university's life are as follows:

1. Again, there is a significant progress in ATSU foreign (international) relations;

Quite some of the contracts have been signed, the same is true of memorandum, new connections have been built with the government institutions, with a variety of learning-scientific organizations, private companies and so forth.

1. Memoranda and Contracts

▪ Local Memoranda:

- ✓ Ministry of Agriculture of Ajara Autonomous Republic;
- ✓ Accredited Higher Education Institutions in Georgia;
- ✓ Practicum Bases
- ✓ Special contracts with secondary general-education schools, within the scope of which university staff will start introducing profession-oriented subjects for school students;

- **International Memoranda:** a total of 7 - in the year of 2017, including 2 memoranda were renewed with Versailles University (France) and University of Jena (Germany);

- **Practicum Bases:** up to 70, in total. Hence, 34 contracts have been signed in the current year.

- **International and Non-Governmental Organizations:** In the current year the two memoranda were formed with:

- 1) NAPR Kutaisi Education Development and Employment Center;
- 2) International Association for Informational Education.

2. International Students

Only in the current year, the university accepted:

- a) 3 students under ERASMUS from the following countries: Lithuania, Poland, Germany

b) In the current year, in foreign language programs we accepted: 10 citizens of Turkey at the bachelor's level, 7- at the master's level, more than 50 in one-tier program of medicine. We are planning to diversify supporting organizations in order to attract more foreign students, which will lead to a significant increase in the number of foreign students.

3. International Lecturers. At present, we have a new Turkish lecturer and a new representative from DAAD.

2. There is still an increase in the level of the university engagement into international or national projects.

Still, there is a good state in respect of the university engagement into international projects, In particular:

1. International Projects

1.1. Projects of ERASMUS+

1. Amongst them, the following projects are particularly worthy of notice: It is the second time that the university has become the applicant of the project and for the second time it has completed the project "The Role of University in the Development of the Region". The 4 applications in total were made from Georgia. We are authors one of these.
2. The university successfully coordinates the project of ERASMUS+ program "Students' Ombudsmen";
3. Within the framework of the so-called "Credit Mobility", 7 new projects were designed regarding mobility in Europe's leading universities.

At university the two new projects were added to the current projects: 1) it is related to the recognition of credits (it is noteworthy that within the scope of this program we found a new partner from a new country – Mongolia) and 2) it is related to the fight against plagiarism. ATSU Foreign Relations and Development Office makes coordination of all these projects.

During the academic year of 2016-2017, within the scope of the ongoing projects, Akaki Tsereteli State University was involved into the following activities:

- a. 45 students participated in ERASMUS projects in the current academic year, 25 students and 8 academic personnel were assigned to. Their data were fully processed, consultations were made whilst filling in the application;
- b. At the University of Groningen, Holland a coordination meeting was held, in where a particular focus of attention was drawn upon the activity of our university and its role in this project;
- c. In Greece, at the University of Thessaloniki a coordination meeting regarding the Project of ERASMUS+ was held, the theme - Medical ERASMUS.

1.2. One more time the university participated in the Project "Horizon 2020"

The university took part in the designing of the two new project proposals. In consortium, out of Georgian Higher Education Institutes, the only university is ours.

1.3. Projects of USA state department and American International Organizations

The university still takes part in the competition "Vocational Education for the Development of Economics" organized by "Millennium Challenge Fund". Our renewed project with its total cost of about 500, 000 dollars is under discussion.

1.4. The Grant of Norway's Government

Together with Batumi Shota Rustaveli State university, ATSU successfully collaborates with the government of Norway, within its funded grant project, within its scope with us the direction of tourism development is supported, staff and students internship, retraining etc. as well.

1.5. The grant of the Czech Republic

The project mentioned is continuing, in which the Agrarian Faculty is not involved.

1.6. The grant of Estonia Government

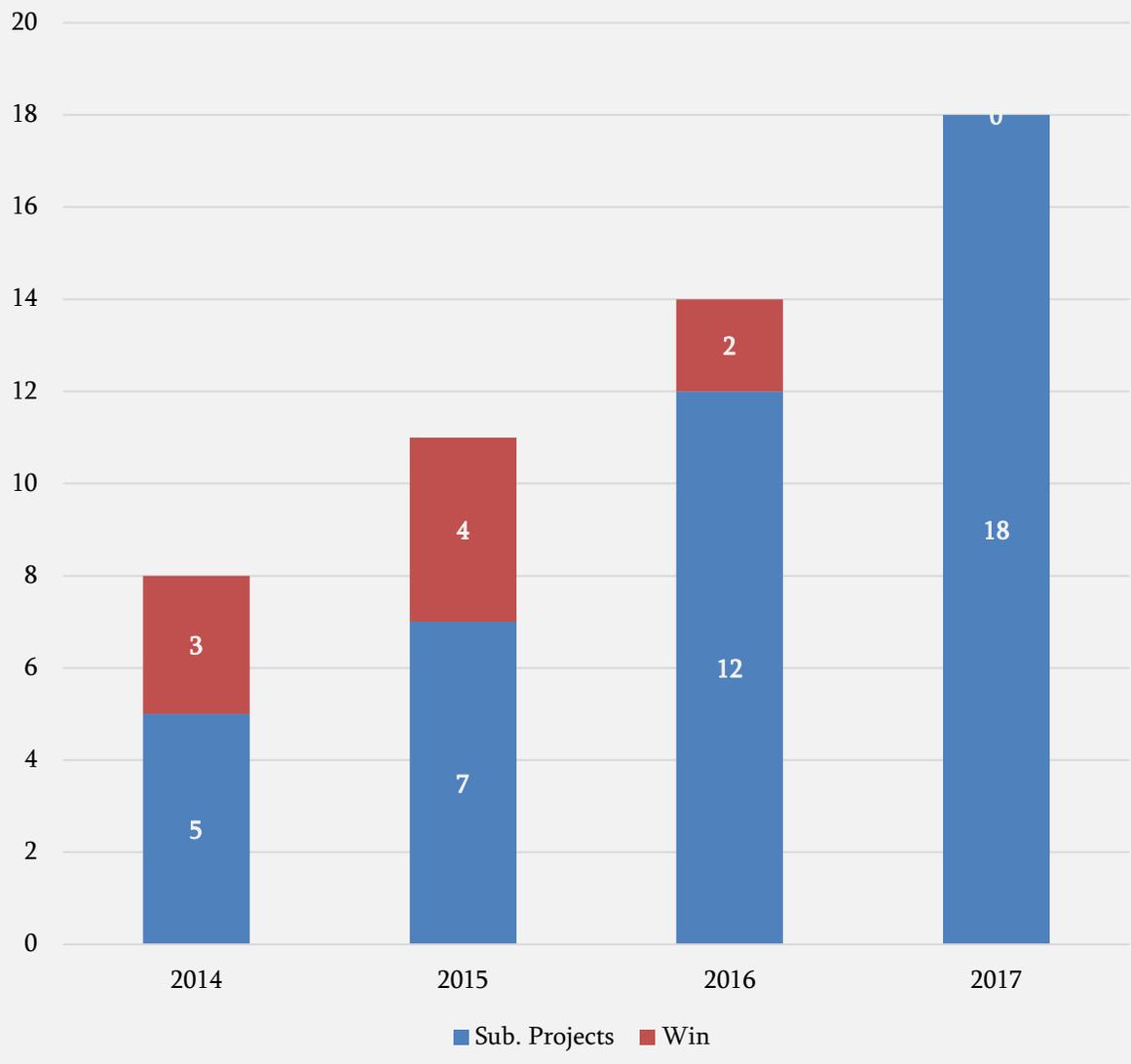
The grant of Estonia government obtained by ATSU has been successfully completed, named “Establishing Estonian-Georgian Entrepreneurship Center and Interdisciplinary Course in Innovation Management at Akaki Tsereteli State University (ATSU)”. As a result of that, the winner team of the competition was in Tallinn in the format of a five-day learning tour. After that, the Center for Estonian-Georgian Collaboration was established. We have already started negotiations regarding the delivery of the interdisciplinary course of innovative management in ATSU.

1.7. Project – The EU for Youth

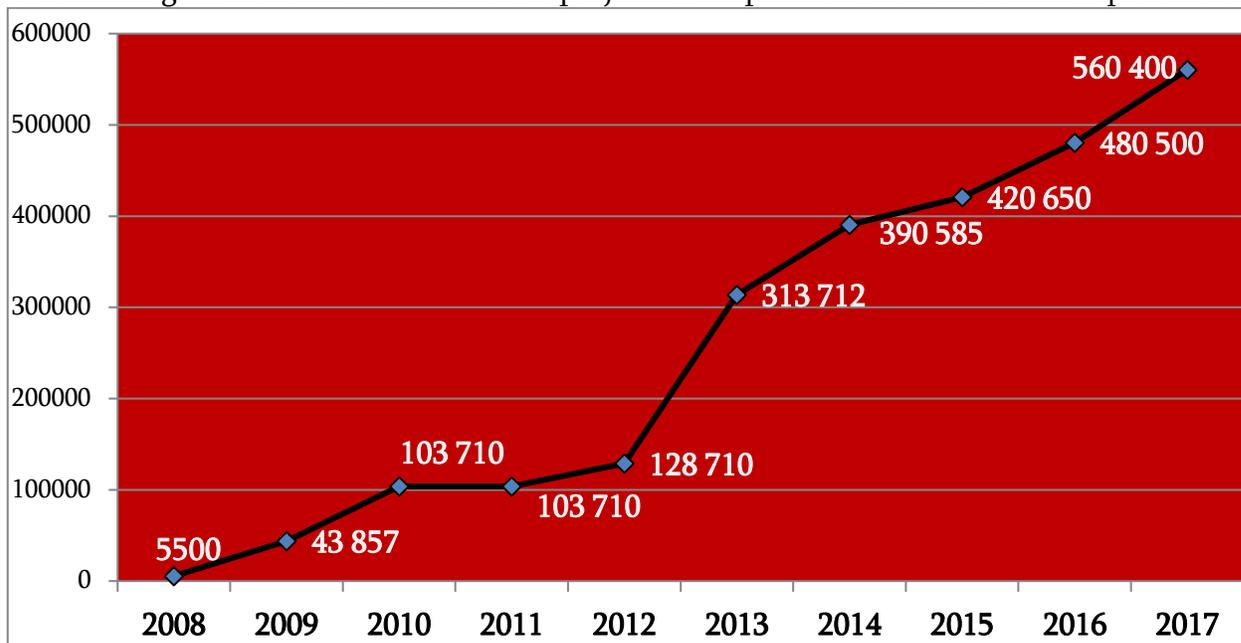
We got involved into this new project application mentioned. We are participating into 2 projects, of which results will be announced in October.

In total, in 2014-2017 yrs, the quantity of projects submitted and won is as follows:

International Projects Submitted and Won



There is a significant rise in international projects in respect of the funds raised. In particular:



2. National Projects

2.1. The summer school in **American Studies** was organized, of which project was represented by the service. The project was financed by the university. In ATSU the summer school of American Studies has been functioning for several years, and it deserves a high interest and appraisal on the part of students. The teaching is interdisciplinary and it is conducted in the Georgian language. In the current year, traditionally, the participants of the summer school were chosen based on the competition. Out of 62 applications, considering the interest and willingness of a great number of participants having high academic scores, 40 students were accepted. There were participants of bachelor's, master's and doctorate level, and of a variety of specialties: public management, European studies, primary education, economics, geography, business administration, agri-technology, physics, history, Georgian language and literature, chemistry, American studies, food technology, law studies, international relations, public law, agri-engineering, tourism, ecology.

There were students from different universities of Georgia.

2.2. The two projects were implemented for the students of the Faculty of Business, Law and Social Sciences and for the Faculty of Arts:

- a. "The Support of the Development of Social and Cultural Sciences in Akaki Tsereteli State University of Kutaisi", within its scope not a single meeting was held with the high level of involvement of international professors and of our students and academic personnel as well. From next year on, the representation of our students as co-presenters, moderators and etc. is taken into consideration.

- b. ATSU students and academic personnel were actively involved in the project “Presidential Collegium for Government Structure” implemented by the Georgian Institute of Public affairs and by the Reserve Fund of the President of Georgia.

Concerning the projects mentioned, detailed information was provided last year, whilst the report being presented.

3.3. The Fund of the President of Georgia financed the project “Crime Lab”;

3.4. The international organization “people in Need” financed the project “Multimedia Lab”;

3.5. In the month of April, the university renewed the license of the English firm “Delcam” for the students of the specialty of Engineering; We would like to remind you that our university is the first in Georgia that obtained such kind of license.

3. The foreign language programs are still successfully administered and their number is increasing

At present, there are the following programs in action:

1) one-tier program in medicine (English language);

2) Master’s program “leadership and management in Higher education”, designed within the scope of TEMPUS project (English Language);

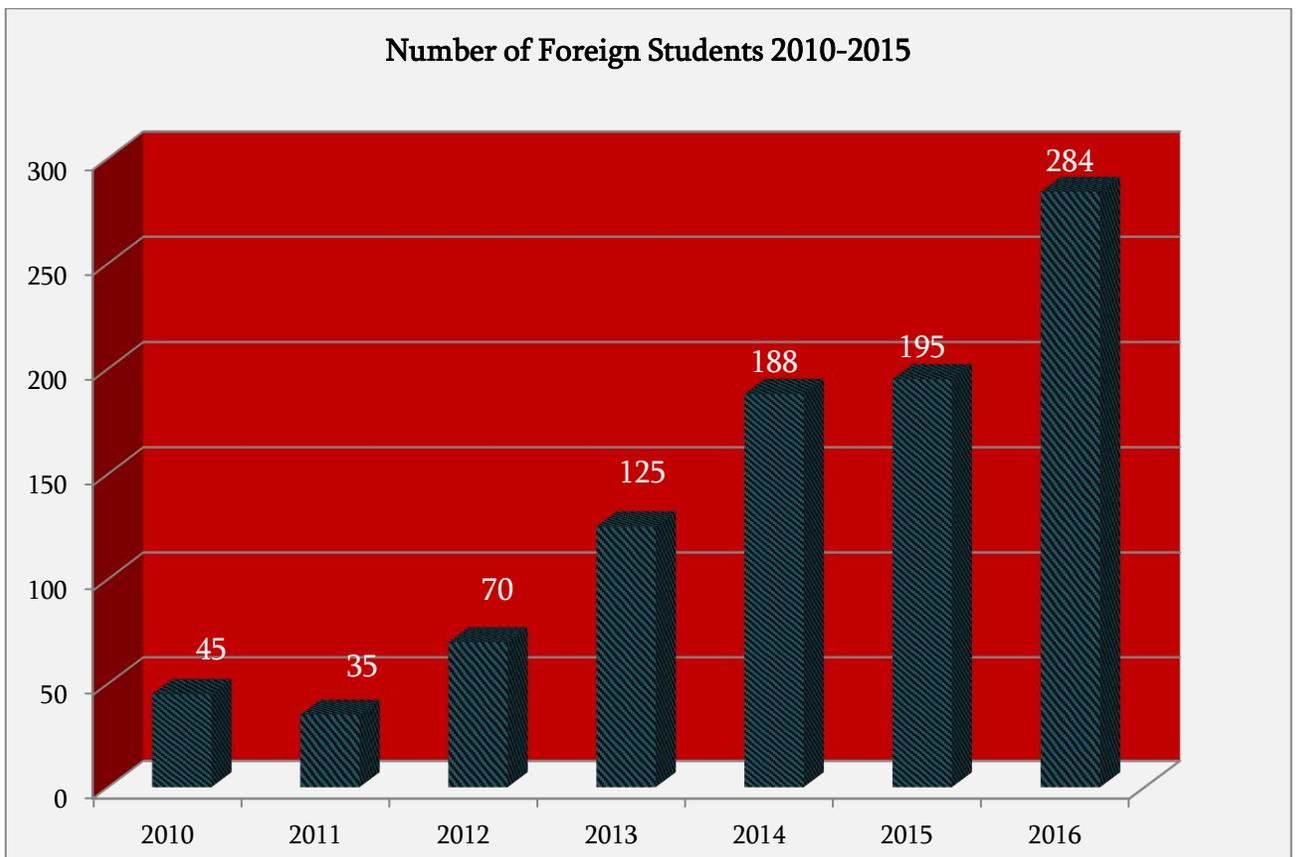
3) Pharmacy (English language);

4) Russian language doctoral program “Engineering”;

At present, together with our international partners, we continue working on the doctoral program “Administration of Education”, for the preparation of that the university will not spare any effort to gain the Shota Rustaveli scientific grant. As it is known in this project, there are the following universities to support us: Middlesex, Bath Spa, Southern Wales (the UK) and Masaryk (the Czech Republic).

It has already been decided that within the scope of the USA “Fulbright” project, for this purpose, the team of the program given will be joined by an American professor, our partner from the Missouri-Columbia University, from February of the next year. At university in this respect the present state is quite positive that the upcoming authorization process will be successfully completed.

The successful delivery of the foreign language programs allow for an increase in the number of international students at university, that has become quite permanent and future prospects also look hopeful. At present, the number of foreign students, according to the last previous years, is as follows:



4. The university still tries its best to administer the internship program for professors- teachers, send students abroad to study and to attract international professors and students as well

It should be mentioned that the number of suchlike colleagues is dynamically increasing, in parallel with the expansion of the university's international relations. It is a pleasing fact that the number of professors having the wish to deliver lectures at our university is increasing as well as that of our professors being invited to universities abroad.

Internship of Students and Academic Personnel



There are the following main sources of funding: Erasmus project, Tempus project, the USA Embassy, Embassy of Turkey, Embassy of Egypt, Rustaveli Fund, various universities of Europe (based on the contracts formed with them) and others. Akaki Tsereteli State University mainly has the role of co-financier.

At present, there are the following international professors invited to our university:

- Berthold Linder, Germany, (Faculty of Arts), the invitation was carried out by the German Academic Exchange Service (DAAD), the German party covers the salary payment of the lecturer, the costs of his stay here as well;
- Orhan Kocaman, Turkey, (Faculty of Arts), the invitation was carried out by the Embassy of Turkey to Georgia and by the Yunus Emre Institute. They administer the process of selection and financing;

Besides all of that mentioned, in the previous year 7 professors, including 5 from the Czech Republic, 1 - from Estonia and 1 - from Germany, visited our university.

There were three students at our university from Lithuania, Poland and Germany.

Still, there are good prospects regarding the international job-related assignments on the part of students and staff. In the previous academic year 45 students took part in Erasmus project, 25 students were assigned to. The same is true of 8 academic personnel. Besides, their data was completely worked upon, consultations were made during the application process and etc.

The part of funding was mainly taken by the donor international organizations and partner universities and with their support all of that was accomplished.

5. There are interesting novelties in the scientific-research activities of the university

a) The modernization of ATSU scientific-research centre has been carried out

One of the biggest challenges of the development of Science and Higher Education of Modern Georgia is to maintain a close relation between research and study, to increase the quality of the use of the practical results of the research, as well as the level of the quality of the implementation of the research findings into the learning process, students' involvement in research projects and etc. In order to accomplish all of that mentioned above, it is out of the question that it is impossible at the level of faculty, which is the main educational unit.

For this purpose, the supervision of the existing research area in ATSU scientific-research center was handed to the faculty administration and the councils of faculty. It is known that from the budget of university there was a substantial rise in the process of faculty funding (2015y.- 200,000 GEL, 2016 y. – 600,000 GEL, 2017 y. - 1,000,000 GEL). The part of this monetary fund, based on the decision of the councils of faculties, will be used to finance the research activity, considering the current needs and the faculties' preferences.

Because of the reform, the function of ATSU scientific research centre fell into the limits of organizing and coordinating actions of scientific-research activity at the level of university. Its functions also included: relations with the Academy of Georgian Scientists, different scientific-research organizations or societies, information exchange, patent activity support, support research results carried out in ATSU, and the development of the commercialization opportunities of research findings and so forth.

We have already had two interesting novelties at the Faculty of Arts and at the Agrarian Faculty. The scientific-research units were started at the faculties. There are certain initiatives from other faculties, which, at present, are at the stage of working. Particularly, it is a very pleasing fact that there is an attempt at implementing joint researches and projects between and among faculties.

The project regarding the rule of assessment of the activity of scientific-research unit of the faculty has been designed. It was sent to the Quality Assurance Service of the university and to the Faculty Deans and after being familiarized with their attitude and approach, it will be introduced to the Academic Council to be discussed.

b) Because of the focus of attention upon the research activities conducted at faculties, the processes undergoing in the main educational units have become more apparent:

For example:

At the Faculty of Technical Engineering

1. An international conference was held in the month of October, that was dedicated to the the power engineering issues;

2. In the area of transport, the two grants were obtained from the Shota Rustaveli Scientific Fund, of which total amount is 480000 GEL. In the area of the power engineering the grant was obtained as well. The use of the solar power requires new professional cadres (the cost of a project – 50000 GEL), the sources of the alternative energy acquired within the framework of the grant remained in the ownership of the department;
3. Georgian-Poland international conference “Transport Bridge Europe - Asia” was organized and held on 24-26 October 2017;
4. Professors and teachers of the faculty participated in three international conferences (Bulgaria, Poland), one of which was co-financed from the budget of the faculty;
5. 13 grant projects were prepared at three departments of the Faculty of Technical Engineering, and they were presented to the grant competition of the fundamental research announced by the Shota Rustaveli Scientific Fund. In the area of transport – 7 units, in the area of power engineering- 2 projects, in the area of mechanical engineering – 4 projects;
6. At the dissertation council of the faculty, in the academic year of 2016-2017, 8 dissertations were defended in order to obtain the academic degree of a doctor, including three, at the foreign language.

At the Faculty of Technological Engineering:

1. In September of 2016 the faculty, with the financial support of the university, with three events, (dietary product (Manana Karchava), public lecture (Lela Kiknavelidze), the demonstration of models of the national clothes (Department of “Design and Technology”), took part in the scientific festival organized by the Ministry of Education and Science of Georgia and that deserved a general approval;
2. Active work is undergoing at the faculty in order to take part in the Scientific Festival of Georgia planned to be held in September 2018 (theme: the demonstration of the clothes designed upon the theme of the Georgian alphabet);
3. In spring of 2017 the faculty actively participated in the Scientific Picnic and Arts Week organized under the aegis of the university, there was held the exhibition of students’ and university staff members’ artistic and handmade works at the faculty and university level. It hosted several international delegations;
4. In June of 2017 the staff and students of the department of “Design and Technology” took part in the international competition of the Young Designers of Ukraine “Pechorskie Kashtan”, in which out of the two final nominations the first places were taken.

At the Agrarian Faculty:

1. In the reporting period three grant projects were funded (international organizations: USAID/REAP and “People in Need”), the two completed. The third one is under the implementation. The implementation of the two grant projects is undergoing as well, they were financed by the Rustaveli Fund in the previous year;
2. In the reporting period in total up to 90 scientific articles were published, which demonstrate the research findings of the faculty, 4 books were published;

3. At the faculty during the academic year of 2016-2017 the field-related peer-reviewed journal "Agrinews" was published twice (with the financial support of Imereti Agrolological Association);

Pedagogical Faculty:

On June 10-11, 2017, the annual international-methodological conference on the theme "Actual Problems of Teaching and Upbringing" was successfully held.

c) The university is actively involved in the scientific festivals organized by the Ministry of Education and Science of Georgia

This year, compared to the previous year, the festival will be held in regional universities. One of the large-scale events will take place in Kutaisi, with the organization of our university. In total there will be used 31 tents and Tbilisi and regional universities, scientific-research organizations, schools, nongovernmental organizations and etc. will be all involved into these activities.

Besides, the university will participate in the events organized in Batumi and Senaki

d) A new scientific collection was published at university

The name of the collection is "State and Religion" (The authors are Mamuka Beriashvili and Arnold Paulman), they earned wide recognition at the nationwide. The collection includes 15 articles by Georgian and foreign authors. In the future, the number of authors will increase. At present, the second issue of the collection has already been prepared and working on the third one has started as well, which will be published at the end of this year, or at the beginning of the next year.

6. ATSU Library made a further improvement, the same applies to the services delivered, in particular:

- 382 units will be added to the Electronic Library (library.atsu.edu.ge). The latter enables university students and colleagues to use electronic books;
- The book fund is permanently enriched with teaching-scientific materials, fiction books and with periodical publications as well. Since January, 2017 till today there has been purchased the library unit estimated at 178,500 GEL;
- The electronic book order service was set up in the library reading hall. The service enables customers to order the desired book at the desired reading hall without visiting the library;
- In 2017 the following continued: reclassifying the book fund, creating new recordings, correcting and monitoring old catalogue recordings in the united electronic catalogue (OPAC). In this area, based on up-to-date data, classification and recording of 6580 information resource were redefined or corrected;
- In 2017 the following electronic scientific bases were purchased or were acquired as gifts:
 - EBSCOhost

- Cambridge University Press – Journals
 - Oxford Journals Collection
 - The New England Journal of Medicine
 - BioOne
 - Duke University Press
 - Royal Society Publishing – Journals
 - IMF eLibrary
 - SAGE
 - ScienceDirect
 - Scopus
- The agreement was signed between ATSU and LLC “Clarivate”, under which there will be access to electronic bases for the period of one year (1 October, 2017 – 1 October, 2018);
 - In the area of electronic bases 5 trainings were conducted for a range of targeted audiences (university staff and students). The objective was to inform participants of the electronic bases existing at the library. Also, the aim was to teach them how to acquire and hone skills necessary to search desired information;
 - In respect of the use of electronic catalogue, 6 meetings were delivered for university personnel, in where there was discussed how to search the desired library material;
 - In 2017 the library received the library material as the donation estimated at 14500 GEL;
 - In 2017 the personal archives of eminent public figures and scientists were added to the museum of the university;
 - In 2017 out of rarität (rare) fund of the library of Akaki Tsereteli State University 30 rarität (rare) books were digitized. The process given involved the three main stages, out of which the first one was the selection of books, the second - the computerized processing. As for the third one, it was its placement into the digital carrier;
 - Within the framework of the Library Week Akaki Tsereteli State University organized the exhibition of rarität (rare) books, in where the old-printed books of XVII-XIX were displayed;
 - The catalogue-album of the Georgian language old-printed books was prepared;
 - The catalogue- index of the Georgian folklore was prepared to be published;
 - The periodical publications selected out of the book fund were reassembled, bound and covered (30 complete sets);
 - In 2017 the literature referred to in syllabus was compared to the library fund by the library staff. Based on the information provided by the faculties, the library staff worked upon 409 records of 115 learning courses;
 - In 2017 the journal donation project free-of-charge continued (JOURNAL DONATION PROJECT, THE NEW SCHOOL, NEW YORK). The project envisages:
 - a) Donating highly-academic, peer-reviewed journals;
 - b) Subscribing highly-academic, peer-reviewed journals at a reduced price;

- In 2017 the library started negotiations with the French Institute of Georgia. There was a meeting with the head of the Institute, Mr. Jean Yves Lavoire. There was discussed the formation of the French Mediatheka at university. The issue given was positively decided on and in the nearest future the French Language Library will be opened in the space of library;
- In order to move to the new building the preparation works started, the book fund will be relocated there. The works include:
 - a) The book fund to be disposed of (outdated, obsolete books in terms of their content, excess number and so forth);
 - b) Sorting according to classification and tying up with a special string.
- The vocational program “Librarian” is successfully implemented on the base of the library. The students are distinguished by their high academic performance and engagement with university activities (within the framework of cultural-educational module a mock event was organized, as a result of that two students together with their teacher were awarded certificates of appreciation by the Ministry of Education and Science of Georgia, they became winners of the ATSU project “I University”);

As you are aware, the most important newness in the life of university and of its scientific library is that the construction of a new building of ATSU scientific library is intensively undergoing and we hope that it will be finished in due time, that is, at the close of the year.

7. Effective steps have been taken with respect to a further improvement of the learning process at university

The Learning Process Management Department was actively involved in the life of university so as to fulfill the commitment and duties envisaged under provisions as well as to perform a range of tasks. The following are worthy of special notice:

1. The acceptance of students:
 - Registering students to be enrolled and their enrollment based on the results of the Unified National Examination;
 - Registering and enrolling master’s degree candidates based on the results of the Unified Master Examination;
 - Registering, enrolling and signing contracts with the applicants wishing to enroll at the Teachers’ Preparation Educational Program;
 - Registering (accepting documents, signing contracts) and enrolling students (bachelor’s degree, one-tier medicine, master’s degree), who acquired the right of entry at higher education institution without taking Unified National Examination and Unified Master Examination under the order of the Minister of Education and Science of Georgia;
 - Entering data of students enrolled as a result of mobility into Students’ United Registry, electronically enrolling-removing students in the mobility portal and providing the corresponding letter for the centre;

- Entering specific information into the Educational Institutions Registry on personnel implementing educational programs, making relevant alterations in that;
 - Registering vocational students at the vocational programs at the autumn acceptance (online registration, acceptance of documents, formation of contracts) and formulating the order of enrollment;
 - Comparing the amount of money to be paid at the vocational program to a number of students, verifying the amount of money to be paid and so forth.
2. Fostering and monitoring that the learning process is administered without any hindrance:
- Systematize data on students from specialties having program financing. Presenting a list of students to the National Centre for the Development of the Quality of Education and to the Ministry of Education and Science of Georgia, to which within the scope of quota a list of students having program financing is added;
 - Starting bases for those wishing to do an internship in public institutions and presenting corresponding documents and data to public service bureaus;
 - Making alterations in data regarding the status of personnel administering the program and the persons enrolled at the educational program;
 - Collecting data on students, who got the financial support within the scope of the social program and presenting data collected to the relevant services;
 - Regarding graduates, uploading a scanned version of the diploma attesting the completion of the course in the Educational Institutions Registry as well as the scanned version of diploma supplements;
 - Providing information about vocational students and vocational programs in the web-site of the Education Management Information Systems;
 - Assigning codes to educational programs and learning courses included in the program;
 - Comparing and analyzing learning and master's degree grants of bachelor's and master's students with the data of the Registry Department;
 - Providing exam results administered by the Examination Centre in the Learning Process Management Electronic System. Programming provision has improved, that resulted in simplifying the process of the provision of exam results.

One particular innovativeness in the work of the Department was that, from April to July 2017, together with the Service of Quality, internal monitoring over the efficiency of the management of faculties was carried out.

3. *ATSU Continuing Education Units* programs have been expanded greatly. From 2012-2017 the following Training Modules: were carried out:

Academic year	#	Training-Module	Total amount of attendants
From June 2012 to December 2014	1	Modern approaches in preschool education	795
	2	High school Students' summer school	32
	3	Modern methods of Healthcare management	18
	4	Modern Evaluation Methods of Learning/Teaching	40
	5	Accounting report and ORIS accounting	30
	6	Presentations Skills	31
	7	Vocational Programs(7 of them were carried out)	46
	8	General Skills	12
	9	Agrotechnology of subtropical vegetable crops	2
	10	"Literacy" I and II round	37
	11	"Literacy" III round	10
	12	Creating a Successful Career	98
	13	Precious metals expertise	41
	14	English Language Teacher Training Program	7
	15	Interactive methods of teaching	61
	16	Working on Vocabulary / Mental Vocabulary	9
	17	Painter	4
	18	Specifics of working with cash	1
	19	Testing of public school pupils in foreign Language	129
	20	<i>Personal computer training courses</i>	50
	21	Inclusive education, difficult behavior management.	168
	22	Structural and content modeling of essay.	40
	23	Electrician	3
	24	Welder.	115
	25	Sales Management	27
	26	Educational Tuition Program for Kindergartens	84
	27	Language Centre	21
Total:			1911
2015-2016	1	Inclusive Education , Dealing with difficult Behaviour	189
	2	Educational Tuition Program for Kindergartens	107
	3	The basics of electronics and electrical engineering	142
	4	Working on Vocabulary/ Mental Vocabulary	55
	5	Building a successful career	17
	6	Photography	16
	7	Presentation skills	18
	8	<i>Personal computer training courses</i>	23
	9	Sales Managemet	47
	10	Accounting reports and ORIS Accounting	8
	11	Precious metals expertise	2
	12	Modern approaches in preschool education	28
	13	Working out Learning resources	39

	14	Five key principles for harmless food	9
	15	Interpersonal communication	17
	16	Effective communication	42
	17	Interactive methods of teaching	5
	18	Manufacturing and safety of high-rise construction works	38
	19	Presentation Preparation	7
	20	Quality reproduction services	15
	21	Language Center	14
Total:			838
From 2016-present	1	Inclusive Education	134
	2	Modern Approaches in In preschool education	4
	3	Personal Computer Course	9
	4	High construction works and safety	40
	5	Evaluation of quality of reproductive services	15
	6	Development of training resources	9
	7	Accounting	4
	8	Presentattion Preparation	7
	9	Interactive Methods of Teaching	5
	10	School Readiness	54
	11	Building a successful Career	40
	12	Personal Computer Course	1
	13	Slingsman	150
	14	Effective Communication	25
	15	Interpersonal Communication	25
	16	Sales Management	25
	17	Language Centre	48
	18	Practical/ Masterplan for Teachers	24
Total:			594
Total:			3343

In order to carry out above mentioned courses a mobilised sum of *money amounted to 150,0 thousand Gel, 15000 out of it was paid to employees for work done.*

b) The centre was actively involved in organizing various conferences. In addition, it was presented on the science picnic organized by ATSU.

4. There is a significant step forward in Marketing Activities, in terms of Project and Event Management

In accordance with the functions envisaged by the Statute, Marketing, Projects and Events Management Service has been a facilitator, an organiser as well as a supporter this reporting year.

During the reporting year the service managed to prepare and publish *university brochures available either in Georgian or English*.

On 18 September, 2016 Akaki Tsereteli State University under guidance of Marketing, Project & Event Management service hosted and participated in the solemn opening of the first International Science festival which was organized by Ministry of Education and Science of Georgia. There were 8 events presented there. Pavilion of innovations presented 3 projects carried out within the framework of ATSU. ATSU Innovative Technology Laboratory FAB LAB in Children's Science Pavilion successfully presented projects. Professor of the faculty of Humanities, Avtandil Nikoleishvili held a public lecture and book presentation. Another presentation was dedicated to clothing designed by students and staff of the designing faculty.

The *following events* were held/*organized by* means of the service:

- *On 3 December in connection with the International Day for the Protection of the Rights of Persons with disabilities*, ATSU Administration visited Kutaisi Blind Union and the beneficiaries were presented with audio-books.
- On 21 April, 2017, the representatives of the Ministry of Education and Science of Georgia, public school pupils and teachers were invited to attend the first scientific picnic in west Georgia held in ATSU under the title of “Science is Enjoyable”.
- A new design of student card was developed and prepared for all the freshmen in the 2016-2017 academic year.
- Joint project of ATSU and Estonia Business School was successfully launched and completed.
- The following researches were done in reference with:
 1. Gender and age distribution of academic, invited and administrative staff;
 2. Vox pop of entrants on continuing education and career choosing
 3. Students' vox pop on their involvement in sports and cultural-creative activities.

In 2016-2017 under coordination of the service two grant proposals were presented which finally got financed:

1. Facilitate ATSU infrastructure development by equipping the modern conference hall- the overall amount of the cost: 74300 GEL financing *Reserve fund* of *President* of *Georgia*: 34750 Gel
2. Alloted money for Branded Youtube Channel to advertise video programs and promoters of professional programs; the full cost of the project: 9900 Gel. Donor: International Organization PIN. A new multimedia laboratory was established in which a new YouTube channel was created and produced video clips and audio tapes.

A new official web site has been created, where the total number of unique users daily amount to 643 527. Amount of unique users after updating the site: 57 543. An amount of unique users in one month: 7 635.

The service administers and manages Facebook page of ATSU. The *total* number of people who follow the *page* is 15 427. It should be mentioned that during the reporting year the amount of subscribers increased by 50%.



The new branded product design has been developed and manufactured. Throughout the academic year, a number of informative meetings were held with entrants. ATSU was periodically visited by 9th-graders and 1th-graders of Kutaisi, Terjola, Vani, Baghdati, Samtredia, Abasha, Kharagauli, Martvili, Tsageri da Khoni public schools (In total there were over 500 visitors)

The events that were organized with the support of the Service are as follows:

- The event dedicated to the beginning of the new academic year
- 3 December - Event dedicated to persons with disabilities
- 28.12.2016 - The meeting of the administration with merited staff and New Year congratulations

- New year corporate evening 15.01.2017
- On March 2, at the initiative of the service and with the support of ATSU administration, musical “Pygmalion” was held in *Lado Meskhishvili Professional State Drama Theatre*.

International *Francophonie* and *Goethe Days*, International *Mother Language Day week* , *Artistic Week* were held in the reporting year. *Support was also provided* by the *University Information Service*.

The service has provided information and organizational support for more than 200 events throughout the year, including about 20 scientific conference, about 30 Training-seminar and workshops, over 40 public lectures and meetings among which the following seem to be noteworthy:

- Meeting with the president of Georgia Giorgi Margvelashvili and public lecture
- Signing the memorandum of understanding between ATSU and Environment and Natural Resources Management Agency
- “Goethe’s Days”
- ILIAUNI "poetry pharmacy" competition- Presentation “Poetry” at ATSU
- American Days 2017
- Internal Championship in Man-San-Kan;
- School Hackathon JUNIOR ATSUHACK
- Week dedicated to the State Language Day
- Discussion of the book "Western Georgia XIX-XX Centuries"
- Meeting between the president of Georgia Giorgi Margvelashvili and ATSU students within the framework of the campaign “Constitution belongs to everyone ”
- Within the frames of Georgia-EU information campaign, Minister of Foreign Affairs of Georgia Mikheil Janelidze met students and professors of Akaki Tsereteli State University.
- Representatives of the Administration of the President of Georgia met the professors and students of the ATSU On 15 February, 2017 on the initiative of the state trustee in Imereti, governor Givi Tchitchinadze.
- Information meeting of the Prosecutor's Office with ATSU students
- Guga Kotetishvili’s public lecture on the topic: "Space, design, mood"
- Ian Toley’s public lecture
- Public lecture “Discover the world with National Geographic” presented by a photographer of National Geographic, Victor Lyugushkin.

- Public lecture presented by co-chair of the European Union of Higher Education Teachers, *Yuri Kikovi*
- Public Lecture on the topic: “Innovations and Technologies in Georgia”
- American Poet, prose writer, translator, and the winner of this year's literary prize "Saba" in the nomination "Modern Translation"- Meeting between *Lyn Coffin* and ATSU students
- Giorgi Kekelidze's Public Lecture on the topic “Literature and Animation”
- Public lecture of famous Georgian blogger Guram Sherozia
- Tartu University Professor Marc Kansukov's public lecture on:” "Macroeconomic and microeconomic effects of the profit tax system at the example of Estonia”
- Lecture –Masterclass on –Esthetic Restoration of the Teeth
- Doctor Kaupo Kandy's public lecture
- Meeting held between ATSU and Professor-Teachers within the framework of the week dedicated to European days Georgian Parliament at the initiative of *Committee on European Integration*, the *Parliament of Georgia*
- The first ambassador of Austria Arad Benko's visit to Georgia
- The head of Britain Online Business School John Holdan and his visit to ATSU
- Visit of the delegation of *University of Tabriz* in Iran
- Visit of Professor of Vilnius University , Vidas Cavalius, Head of the Center for Linguistic Language and Cultural Studies of Georgian Technical University, Visit of Poznan University representatives and Mikhail Cesarek, a representative of the Poznan City Hall in Poland
- *Pascal Meunier*, *Ambassador of France* and his visit to Georgia
- *Francophonie Week*
- Memorandum of Cooperation between the Faculty of Business, Law and Social Sciences and TSU Legal Faculty
- Memorandums of mutual cooperation: with National Bank of Georgia, the Agency of Protected Areas, Kutaisi Ninth Public School, LEPL Georgian MIA Academy, LEPL Environmental Information and Education Center, Freiburg University.

5. One of the priority directions of the university is to further deepen the integration of modern technologies into the study and research process.

In this regard, the following actions were carried out by ATSU Information Technology Support Service:

1. The security mechanism has been updated on the e-learning portal (One user - one session, which is important during the examination process and will prevent the infringement of access policy) Number of electronic courses registered on the portal has

increased to 100 (the problem remained the same- 80% of courses focuses on tests rather than on training material)

2. Six faculties out of nine (Humanitarian; business, law and social sciences; pedagogical; engineering technical and engineering technological) were fully provided with *Electronic journals for checking academic performance (were actively used by Secretariats of Faculties)with possibilities of sending academic results individually to corporate blog(This also increases the use of corporate mailings during the examination period). Electronic magazines were also arranged on Agrarian faculty. The possibility of sending academic results will be regulated until the end of September. E-journals are not still available for the Maritime Transport Faculty. The Faculty of Exact and Natural Sciences uses a separate website.*
3. Conference web pages were placed on appropriate subdomains, conference material was processed and Electronic disks and magazines were provided (both in Georgian and English language)
 - Quality management service- "Higher Education - New Technologies and Innovations" HENTI – 2017 (1-2.05.2017);
 - Faculty of Business, Law and Social Sciences - "Economic, Legal and Social Problems of Modern Development - 2017" (29-30.09.2017) has been worked out by 95%.
 - Electronic copy and magazine website as well as control panel of the Annual scientific edition of the Scientific Research Institute of Dialectology "Kartvelian Heritage"(ISSN 1512-09-53) I-XX volume is in the process of preparation (Website *address*: <http://atsu.edu.ge/EJournal/Kartvelology>) 90% of the work has been done together with the head of the institute.

Students' Registration Program as well as Database was modified- together with the form of the contract, the corporate email address is automatically printed with terms of use. As soon as publication of the results of national exams occurs the relevant changes and formation of mails are reflected in the database;

4. Encryption / decryption system in the examination center was changed (encryption algorithm was improved, which accelerated decryption process in its part.)
5. 76 items of personal computers have been supplied. Including new computer labs (for the 11th building situated at Akhlagzardobis street , 28; Faculty of Business, Law and Social Sciences on Chavchavadze Avenue)
6. Modification of the University's General Access Resource (General folder) was completed.

Apart from this, the service carries out the following permanent works:

1. Prepare tender materials for procurement service related to acquisition of computer equipment;
2. Consulting with staff on issues related to the use of various consumer programs (office programs: Word, Excel, PowerPoint; .pdf, edit publishing and graphic files) Check / restore files and discs damaged due to computer viruses or their impact; Find / introduce / use new software according to employees' requests.
3. Eliminate technical problems of the university computer park
4. Provide technical assistance to the events planned by the university;
5. Monitor the work of computer servers and make the necessary adjustments in configurations.
6. Corporate e-mail administration and consultation on its full capacity (Office 365, OneDrive, Forms, etc.).

The service future priorities are as follows:

1. Improvement of University services
2. Optimization of the university network;
3. WiFi, free access network expansion

6. Project "Electronic Dean" keeps improving.

As a result of several presentation and discussions the project was successfully introduced. University students in their 2nd and 3rd year are totally involved. System capacities will be integrated in various studies in parallel while conducting research (Mainly related to the learning process and student contingency))

7. A Number of Interesting Events have been Organized by the "Center for Culture, Sports and Youth Affairs" at Akaki Tsereteli State University

In the 2016-2017 academic year, 12 sports events were held in different types of sport. More than 1000 students participated in the competition, especially in the following sports types: mini-football, basketball, volleyball and table tennis. The events took place in two stages: autumn (November-December) and spring (April-May-June). Competitions were held at the university sports bases.

In the current academic year, ATSU students basketball team was created, which took part in the Georgian Students Championship, which comprised 20 teams of higher education institutions. The university team successfully passed the championship, took the 6th place and will compete in the top league with the top 10 teams of higher education institutions next year.

Since 2012, the Futsal team of the University has also been participating in the league; this year the team has been completely renewed.

In the last academic year we had some success in different types of sports:

1. On November 11-13, 2016 in Batumi, the European Championship was held in Shotokan-Karate-Do among 18 to 34 year-olds. Tamaz Gochelashvili (75 kg weight category) participated in the championship, who met the champion of Israel in the final, defeated him by the score 3:2 and won the title of European Champion;
2. On 9-11 December 2016, Nicosia in Cyprus held the world championship among students in Sambo Wrestling. The Masters graduate Genadi Chiragadze (who had a one-year right to participate on behalf of the university), in the 62 kg. weight category, participated in the competition, won a bronze medal and took the 3rd place.
3. On June 29, 2017, under the program of Universiada, a competition in Sambo Wrestling was held in Tbilisi. The University representatives won **3 gold and 3 silver medals**. Accordingly, by the number of obtained medals, they took the **first** team place. The gold medal winners Varlam Shalikashvili (62 kg weight category), Saba Nemsitsveridze (68 kg weight category) and Onise Khurtsidze (82 kg weight category) became members of the Georgian national team and on October 14-21 of the current year, will participate in the Youth and Students World Festival held in Sochi, Georgia.
4. From August 27 to August 30, four basketball players of the university basketball team were invited to the city of Rize in Turkey at the international tournament of Streetball.

Various sections of the art direction were involved in the cultural-cognitive activities carried out during the 2016-2017 academic year: Georgian folk songs, Georgian folk dances, ballroom and sports dances, students' theatrical troupe, variety show performances, self-taught artists, authors of handmade items.

On June 5, 2017, at the Meliton Balanchivadze Opera Theater, started the 6th "Artistic Week of ATSU". The week was opened with a gala concert with the participation of the Georgian folk song ensemble "Adila", Georgian folk dance ensemble "Kolkha", Ballroom Dancing Student Group, the variety show performers N. Birkaia, A. Razmadze, Precious Chukwu, Din Dennis Uchechukwu. There was also organized a literary-theatrical performance of the students' group of the Faculty of Humanities - "Georgian Language" Show.

On June 6, 2017, there was a literary evening organized and a book presentation of the student of the Faculty of Humanities N. Tedorshvili (The book was printed in the ATSU printing-house by the mediation of the Center). On June 6, 2017, at the ATSU assembly hall, the performance of the student self-government theatrical troupe was shown "Sorry that I'm alive". (The author and director of the play is T. Saghinadze). On June 7, 2017, a piano concert accompanied by T.

Kobakhidze's State Symphonic Orchestra was held at the ATSU Assembly Hall. The concert soloists were: ATSU professor M. Tkhilava and the laureates of the International Festival – Sh. Tsintsabadze, S. Shubitidze.

On June 8, 2017, a public lecture of the Department of History and Archeology was held at the ATSU Green Hall on the theme "Kutaisi - Georgia's Ancient City" and the presentation of the same book, which was also published by the mediation of the Center (Authors: Sul Khan Kuprashvili, Goderdzi Vatchridze, Merab Tchumburidze).

On June 8, 2017, the models made by the students and teachers of the ATSU Design and Technology Department were displayed.

On June 9, 2017, an exhibition of paintings, graphic works and handmade items of students and employees of ATSU was organized. Authors: ATSU doctoral student P. Tchabukiani, undergraduate students – L. Barbakadze, K. Khurtsia, T. Kvalisava, T. Peranidze. There was also an exhibition displayed by the vocational studies' students of the Faculty of Engineering and Technology. Organizers: N. Pailodze, R. Botchorishvili.

On June 10, 2017, there was an exhibition of ethnographical regions organized in the open space of the ATSU by the faculties depicting western Georgia, titled "Ethnographic Park" and also the awarding ceremony of the Art Week participants.

From August 9 to August 27, 2017, World International Festival was held in Italy with the participation of the ATSU Georgian folk dance ensemble "Kolkha" (manager – E. Murkhtsaladze). Concerts were held in the Italian cities of Alakri, Castrollari, Touropia and Ostem. The ensemble was awarded with the main prizes of the festival.

The ATSU Georgian Folk Song Ensemble "Adila" participated in the Festival of Choral Music and Folklore from May 16 to May 28, 2017 in Poland (Sopot) (manager M. Gazdeliani), where they were awarded with the main prizes of the festival.

8. ATSU Publishing House has Successfully Worked out

The ATSU Publishing House was quite prepared to start the 2016-2017 academic year. Core technical facilities available in the publishing and technical sectors were refurbished and restored. In the additional technical sector, a printing machine equipped with the modern printing principle was purchased, which significantly increased the quality and quantity of printing. The publishing sector was renewed with three new modern color laser printers, which enabled us to achieve high quality color printing.

All materials and supplies needed for printing and editing were purchased. In addition, each employee has been clearly defined the rights and duties imposed on them and as a result of their professionalism and honest attitude to their work notable successes have been achieved.

The ATSU Publishing House, in agreement with the Quality Assurance Service, prepared and

published all kinds of requisites in the technical sector used in the educational process: various forms, sheets, Bachelor's, Master's and Doctoral registers, dispatching and training timetables, students' personal files folders.

Students' memorable and examination ticket work pages were prepared for the **Examination and Technical Sector**. During the whole academic year, the latter has been regularly supplied according to the mid-term and final examination schedules.

Together with the Marketing, Projects and Activities Management Service, there were advertising brochures, flyers, posters, pictures, student guidebooks, various print materials needed for various university activities prepared and printed for different faculties.

For the Foreign Relations and Development Service, various colorful printed products of advertising and informational character were made.

Within the frames of cooperation with the Sports and Youth Affairs Service, materials needed for the events were prepared and published and so were the collections of the best talented students' poems and novels.

For the ATSU Language Center, mid-term and final exam tests, certificates of the graduates and an attachment reflecting scores are systematically printed.

We actively cooperate with **the Continuing Education Center**. Their advertising brochure and flyer, as well as certificates to be transferred to beneficiaries are being printed (around 3000 pieces).

We assist **the Innovation Laboratory** in their advertising.

Through everyday relationship with **the Student Self-Government**, various advertising materials, information booklets, flyers, photos, tickets and posters required for the university and city projects organized by them are prepared and printed; so are the prose and educational-scientific works of successful students selected by them.

For the summer school students of **the American Learning Center**, there were materials needed for the teaching process and the certificates confirming the end of the course published.

The University Scientific Library was provided with the necessary requisites for their activities: tickets, bookkeeping cards, catalog cards, etc.

Different types of registers were prepared for **the ATSU Chancellery, Department of Educational Process Management and Accounts Department**. The documents were bound as books.

The University Publishing House participated in the celebration dedicated to the anniversary of **"The Knight in the Panther's Skin"**. The manuscript book "The Knight in the Panther's Skin" was created by **the initiative of the City Hall** of the self-governing city of Kutaisi. The book cover and the ornamental case box were prepared by the Innovation Laboratory.

The publishing house, in its competence, communicates with **the ATSU faculties**. Their promotional materials as well as the programs for various events and conferences organized by them, posters, photographs, collections of reports, participants' badges, guidebooks, certificates of appreciation, etc. have been published. From the expenditure part of the faculties, there were textbooks and lecture courses published that were prepared by the professors and teachers.

In the course of this academic year, the ATSU Publishing House has implemented several **commercial projects**, through which the university has received certain financial benefits.

9. The Role of the Human Resources Management Service is Important in the Preparation Process for Authorization

The Service carried out the following activities during the reporting period:

1. The Service is preparing for the requirements of the new standard of authorization, which implies its structural and contextual reorganization in the near future;
2. The Service has resumed the uniform database of the personnel with relevant data that has been successfully implemented and works well now;
3. The Service has improved the staff personal files, lists of their service and work record card systematization (624 personal records returned from the Prosecutor's Office and their perfection);
4. Procedures in accordance with the requirements established by the legislation (preparation and registration of the appointment and dismissal documents, employment contracts, holidays, disciplinary duties (missing lectures and workshops without a valid excuse) and other documents are being successfully implemented.

10. The Rector's Competition for Students "I - University" has been Declared Again

As you know, there have already been some very interesting projects funded within the framework of this project. Some of them have been implemented and ended. During the last period of time, one additional application was submitted, which provides organizing consultation assistance for the university business projects and so called "Startups". The project participants are also participants of the competition carried out with an Estonian business school.

Future Prospects

- **Actions of strategic importance:** Completion of the formation of University Research Strategy. Presentation of faculty research profiles has already been conducted on the basis of which and with the involvement of European experts, the university research

profile will be developed; monitoring of the implementation of the approved Strategic Plan for Vocational Education Development at the University; Development of the University's Didactic Concept (this should have been started already, but in the process of authorization, its completion is postponed for several months); completion of the formation of strategic drafting of development and educational profiles; monitoring of potential risks and preventive actions in case of changing the current model of financing.

- **Quality development and management:** going through the the final stage of preparation for authorization-accreditation processes in an organized way to go through, preparation of the authorization application at appropriate level and its submission; monitoring of the steps taken for obtaining international accreditation for some ATSU programs and achieved results; continuation of care for one of the educational programs to be presented to International Accreditation, taking into consideration the results obtained in assessment;
- **International Relations:** The priorities will be maintained in this direction, due to the positive experience of the past period. Namely: continuation of the further development of international ties; strengthening work on international or national grant projects; deepening cooperation with universities in the neighboring southern countries and so on; further activation of the function of the University as a connecting bridge with the European and Asian universities;
- **Export of Education:** Diversification of opportunities for attracting foreign students; strengthening support for foreign educational programs; preparation of new foreign language courses; raising the English language competence of academic personnel; attracting and engaging foreign professors in academic programs, summer schools and so on; strengthening of marketing activities, participation in educational exhibitions, promotion of the university on the international arena;
- **Student-oriented university space:** Expansion of student support and development services offering students' career development, enhancement of connections with graduates, student ombudsman and psychologist services; continuation of annual analysis of students' academic achievements and orientation of Quality Management Strategy and Assessment on the results; further diversification of student life and comfort; making multifunction cards for students and employees and creating conditions for their use at the university (Primary negotiations have already been produced and for the first time these systems will be introduced in the new library building); further support for the full implementation of the "Electronic Dean" project; further development of the possibility to send academic results individually to students on corporate emails at all faculties; increasing free WiFi access network at the university;
- **University for all:** Promoting full inclusion of people with special needs and disabilities at the university, further expansion of their oriented space (According to the priority indicated in last year's report, 2 lifts are already being installed, ramps bathrooms have been arranged);

- **Upgradation of Employee Qualifications:** Taking care of increasing qualification for employees, retraining and the development of skills; further strengthening of care for the quality of involvement the academic personnel in international exchange programs; organizing trainings with the participation of Georgian or foreign professionals in the university;
- **Variable environmental conditions-based management:** Further continuation of the adaptation process in accordance with the implemented optimization of the University structure; further improvement of integration of modern technologies in study and research processes; further deepening of cooperation with preschool and general education institutions; further deepening of relations with Kutaisi administration in terms of implementing joint projects; deepening cooperation with the central government bodies to further increase grant or project financing.