



EEU

EAST EUROPEAN UNIVERSITY
Statute of the Representative Council

Approved by the Order# №16/01-01 of July 29, 2020 of the rector
of the University
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Chapter I

General provisions I

Article 1. Scope of regulation

- 1.1. Representative Council of East European University (hereinafter "University"/ "East European University") (Hereinafter "Council") is the highest representative body of the University, an Independent governing collegial structural unit.
- 1.2. this provision defines the authority, composition and formation procedure of the council, Rules of activity and decision-making, regulates other issues related to the activities of the council.
- 1.3. the council shall be guided in its activities by the legislation of Georgia, the University's educational and research activities of the regulatory provisions of its own regulation and the University's internal regulatory acts.

Article 2. Goals and objectives of the council

- 2.1 the council aims to promote the University in the effective management and development to ensure the University's strategic issues in a collegial solution, openness, transparency and involvement of the university community in the management and activities of the University.
- 2.2 Council's task is making collegial decisions on issues related to Educational, Scientific and managerial activities of University having strategic importance and determination of recommendations; Promotion of Rector in effective management of the University.

Article 3. Council functions

- 3.1 In order to achieve its objectives and fulfil its functions, the Council shall:
 - a. review and approve the University's Strategic Development Plan, Action Plans, Mission, Vision, Values, as well as research, internationalization and other policy documents;
 - b. review and approve the methodologies for strategic planning and strategic monitoring of the University;
 - c. review and approve the annual monitoring plan for the implementation of the University's three-year Action Plan;
 - d. review matters relating to the University Statute, including amendments, additions, or repeal thereof, and submit reasoned recommendations to the Rector;
 - e. Reviews matters relating to the establishment, abolition, and other structural changes of the University's structural units, except for its principal educational and research units, and submits reasoned recommendations to the Rector.
 - f. Makes decisions on the establishment, reorganization, and abolition of the University's

- principal educational and research units.
- g. Reviews and submits to the Rector the regulations governing the University's structural units, except for its principal educational and research units.
 - h. Upon the recommendation of the Faculty Council, reviews and approves the Faculty Regulations, adopts amendments thereto, and repeals them where appropriate.
 - i. Reviews and approves the regulations of the University's research units, adopts amendments and additions thereto, and repeals them where appropriate.
 - j. Reviews and approves the Rules for the Selection of Academic and Invited Personnel, the Internal Labour Regulations, the Codes and Standards of Ethics and Conduct, and the mechanisms for the detection of and response to plagiarism.
 - k. Reviews and approves the Internal Quality Assurance Handbook and related regulations.
 - l. Upon the recommendation of the Faculty Council, approves educational programmes and amendments thereto, and makes decisions on the termination of educational programmes.
 - m. Reviews and approves regulations governing the design, development, and enhancement of educational programmes.
 - n. Reviews the budget of East European University, as submitted by the Vice-Rector for Finance and Information Technologies or, in their absence, by the Head of the Department of Financial and Material Resources Management, and submits it to the Rector for approval.
 - o. Reviews and approves the maximum number of students to be admitted to each educational programme and the respective admission coefficients, as proposed by the Faculty Council. Where necessary, the Council may request additional explanations or amendments. The Council shall determine the overall student enrollment capacity of the University by aggregating the maximum enrollment limits established for each educational programme.
 - p. Determines the maximum academic workload and qualification requirements for academic personnel.
 - q. Confers the title of Honorary Professor.
 - r. Receives and reviews the annual reports of the Rector and the Head of the Quality Assurance Service.
 - s. Hears the annual report on the implementation of the University's Three-Year Action Plan.
 - t. Exercises such other powers as are conferred upon it by this Statute, the University Statute, and other internal legal acts for the fulfilment of the University's mission and objectives.
 - u. Reviews the proposal prepared by the working group established for the purpose of initiating an increase in student enrollment, assesses the adequacy of the supporting information and its strategic justification, and submits its recommendations to the Rector of the University for further consideration and appropriate action.

Resolution No. 07 of the Representative Council of 17 November 2025

Chapter II

Composition and Rule of formation of the representative council

Article 4. Composition of the Council

- 4.1. The Representative Council shall consist of 11 members, of whom 8 members shall be elected by the principal educational units, while 3 members shall be selected by the Rector of the University in accordance with the procedure established by this Statute.
- 4.2. The members elected by the principal educational units shall be drawn from among the University's academic staff and students.
- 4.3. The number of elected members representing the academic staff shall be four, with one member elected from each Faculty of the University.
- 4.4. The number of elected student members of the Council shall be four, with one member elected from each Faculty of the University.
- 4.5. By decision of the Rector, the composition of the Council may include any person who has at least three (3) years of work experience at East European University and satisfies the selection criteria established by this Statute for candidates nominated by the Rector for membership of the Council.
- 4.6. A representative of the Legal Department shall be appointed to the Council by the Rector. Such representative shall have the right to participate in deliberations without voting rights and shall perform the functions of the Secretary of the Council.
- 4.7. Following the nomination of candidates for elected membership of the Representative Council by the Faculty Councils and the selection of three (3) members by the Rector, the Rector shall issue an order approving the composition of the Representative Council. The order shall designate the Chairperson and Deputy Chairperson of the Council, as well as the representative of the Legal Department.

Resolution No. 03 of the Representative Council dated 21 August 2023

Article 5. Selection of the Board member Academic Staff

- 5.1 An affiliated Leading Professor, Professor, Associate Professor, Assistant Professor, or Assistant of the University may be elected as an academic staff member of the Council, provided that they are not simultaneously a member of any other elected collegial body of the University.
- 5.2 Academic staff members of the Council shall be elected by the respective Faculty Council.
- 5.3 The Faculty Council shall announce a competition for the selection of candidates for membership of the Council at least one month prior to the expiration of the term of office of the Faculty's representative on the Representative Council, or as otherwise required.
- 5.4 Academic staff members wishing to become members of the Representative Council shall submit a reasoned application in accordance with the procedures and within the deadlines established by the Faculty Council. Applications not submitted in compliance with such requirements shall not be considered for election.
- 5.5 Within fourteen (14) calendar days following the expiration of the application submission deadline, the Faculty Council shall review the submitted reasoned applications and evaluate the candidates' concepts and visions regarding the development of East European University. In addition, the

Faculty Council may, at its discretion, interview candidates regarding their prospective role in the activities of the Representative Council. The Faculty Council shall make its decision by voting in favour of those candidates whose participation in the activities of the Representative Council it considers to be productive.

- 5.6 The decision of the Faculty Council on the election of an academic staff member to the Representative Council shall be submitted to the Rector for approval within three (3) working days following the completion of the election. The Rector shall not be authorized to alter the decision of the Faculty Council or refuse its approval.

Resolution No. 01 of the Representative Council dated 4 March 2026

Article 6. Board member Student selection

- 6.1 A member of the Council may be a student of the University holding active student status, provided that they are not a member of any other elected collegial body of the University and/or the Student Self-Government. A student may become a member of the Council from the second semester of study onwards.
- 6.2 Student members of the Council shall be elected by the respective Faculty Council.
- 6.3 The Faculty Council shall announce a competition for the selection of candidates for membership of the Council at least one month prior to the expiration of the term of office of the Faculty's representative student member of the Representative Council, or as otherwise required.
- 6.4 student wishing to become a member of the Representative Council shall submit an application in accordance with the procedures and within the deadlines established by the Faculty Council. The application shall provide justification as to why the candidate's role would be significant and effective in the activities of the Council. In addition, the candidate shall demonstrate active participation in conferences and University student activities.
- 6.5 Within fourteen (14) calendar days following the expiration of the application submission deadline, the Faculty Council shall review the submitted applications and assess the candidates' motivation and involvement in University student life. In addition, the Faculty Council may, at its discretion, interview candidates. The Faculty Council shall make its decision by voting in favour of the candidate whose participation in the activities of the Representative Council it considers to be the most productive.
- 6.6 The decision of the Faculty Council on the election of a student member to the Representative Council shall be submitted to the Rector for approval within three (3) working days following the completion of the election. The Rector shall not be authorized to alter the decision of the Faculty Council or refuse its approval.

Article 7. Selection and Appointment of Council Members by Decision of the Rector

- 7.1 For the purpose of selecting members of the Council by decision of the Rector, the Rector shall announce a competition by issuing an order, as necessary.
- 7.2 he dates and other conditions of the competition shall be determined by the Rector's order announcing the competition and shall be published on the official website of the University no later than ten (10)

calendar days prior to the commencement of the application submission period.

- 7.3 The administration of the competition documentation shall be carried out by the Records Management Department.
- 7.4 An eligible person wishing to become a member of the Representative Council shall submit a reasoned application in accordance with the established procedures and within the prescribed deadlines. Applications that fail to comply with these requirements shall not be considered for the purposes of the competition.
- 7.5 The following selection criteria shall apply to candidates for membership of the Representative Council:
- at least three (3) years of research experience;
 - at least three (3) years of work experience in a higher education institution or in the field of education;
 - the candidate's vision regarding the further development of the University.
- 7.6 The Records Management Department shall verify the documents submitted by the applicants and, where the documentation has been duly submitted in full, shall register the candidate.
- 7.7 No later than two (2) working days following the expiration of the deadline for submission of competition documents, the Records Management Department shall submit a memorandum to the Rector of the University indicating the names of the registered candidates and attaching each candidate's vision regarding the further development of the University.
- 7.8 The Rector of the University shall review the visions submitted by the candidates concerning the further development of the University.
- 7.9 The Rector may interview one or more candidates or, at their discretion, make a decision on the selection of Council members without conducting interviews.
- 7.10 For the purpose of interviewing candidates for selection as Council members, one or more invited persons may attend the interview by decision of the Rector in order to provide a competent assessment and professional advice to the Rector.
- 7.11 Following the Rector's decision, the three (3) selected members of the Council shall be appointed by an order of the Rector.

Resolution No. 03 of the Representative Council dated 21 August 2023

Article 8. Term of Office of Members of the Representative Council

- 8.1 The term of office of a member of the Council shall be three (3) calendar years.
- 8.2 Upon the expiration of three (3) calendar years, the Rector may rotate one of the three Council members selected by the Rector.

Resolution No. 03 of the Representative Council dated 21 August 2023

Article 9. Termination of Membership of the Council

- 9.1. The grounds for the termination of the membership of a Council member shall be as follows:
- a. submission of a personal resignation statement;
 - b. resignation from or dismissal from the position held at the University (in the case of administrative staff members);
 - c. structural reorganization resulting in the abolition of, or substantial changes to, the unit represented by the Council member;
 - d. termination of the employment relationship with the University;
 - e. suspension or termination of student status (in the case of a student member);
 - f. termination of affiliated status (in the case of an academic staff member);
 - g. death, or being declared deceased or missing by a court decision;
 - h. recognition by a court as a beneficiary of support;
 - i. absence from Council meetings without a valid excuse exceeding 50% of the meetings held during an academic year;
 - j. expiration of the term of office.
- 9.2. With the exception of the case provided for in subparagraph (j) of Article 9.1 of this Statute, the termination of the powers of a member of the Representative Council shall be formalized by an order of the Rector of the University.

Chapter III

Rules of Procedure of the Representative Council

Article 10. Council meeting

- 10.1 The Council shall conduct its activities through meetings.
 - 10.2 Meetings of the Council shall be chaired by the Chairperson of the Council. In the absence of the Chairperson, their powers shall be exercised by the Deputy Chairperson or another member of the Council designated by the Chairperson.
 - 10.3 A meeting of the Council shall be deemed quorate if attended by at least two-thirds (2/3) of its full membership.
 - 10.4 By decision of the Council, one or more members may participate in a meeting through electronic means of communication, provided that the visual and audio identification of such member(s) is ensured.
 - 10.5 By decision of the Representative Council, and taking into account the matters to be considered at a meeting, graduates, employers, field and education experts, as well as representatives of the structural units of East European University, may be invited to attend the meeting.
- 11.1 Council meeting to be convened as needed, but not less than once every three months.

Article 11. Invitation and agenda of the council meeting

- 11.2 The chairperson of the representative council may summon the sitting of the council, or more than half of the list of board members by written appeal to the chairman of the board, which should be accompanied by an agenda of issues to be discussed at the council. Chairman of the board,takes decision on convening the session taking into account the number and content of the issues to be discussed.
- 11.3 The Rector of the University shall have the authority to convene a meeting of the Council by submitting a written request to the Chairperson of the Council.
- 11.4 The agenda of a Council meeting shall be determined by the Chairperson of the Council. A member of the Council may submit a reasoned proposal to the Chairperson requesting an amendment to the agenda or the inclusion of an additional item. The Chairperson shall decide whether to approve such amendment or addition.
- 11.5 The agenda of a Council meeting shall be communicated to all members of the Council within a reasonable period prior to the meeting.

Article 12. Decision-Making Procedure of the Council

- 12.1. Within the scope of its competence, the Council shall make decisions at its meetings by open voting and by a majority of the votes of the Council members present at the meeting. In the event of a tie, the matter shall be put to a repeated vote. If the repeated vote results in the same outcome, the matter shall be withdrawn from voting for the purpose of further consultation.
- 12.2. Decisions adopted by the Council within the scope of its authority at Council meetings shall be formalized by a legal act in the form of a Resolution, which shall be signed by the Chairperson of the Council. Decisions of a recommendatory nature concerning matters that do not fall within the Council's decision-making authority shall be formalized in the form of a submission, statement, or communication and shall be transmitted, under the signature of the Chairperson, to the Rector and/or the relevant structural unit of the University.
- 12.3. If a member of the Council disagrees with a decision adopted at a meeting, they shall have the right to record their position in a written opinion, which shall be attached to the minutes of the meeting.
- 12.4. Minutes shall be prepared for each meeting of the Council and shall be signed by the Chairperson and the Secretary of the Council.
- 12.5. A decision adopted at a Council meeting shall enter into force on the date of its adoption, unless otherwise provided for in the minutes of the meeting and/or in the relevant Resolution.

Article 13. Organizational support of the council's activities

- 13.1 The organizational support for the activities of the Council shall be provided by the Secretary of the Council, who shall be responsible for organizing Council meetings, ensuring the timely notification and convocation of Council members, communicating the meeting agenda to them, and preparing the minutes and decisions of the Council.

- 13.2 The Secretary of the Council shall ensure the submission of the Council's acts to the University's Records Management Department in accordance with the unified records management procedures of the University, for the purposes of further processing and retention.

Chapter IV Final Provisions

Article 14. Termination of the Authority of the Representative Council

- 14.1. The grounds for the termination of the authority of the Representative Council shall be as follows:
- liquidation of East European University;
 - reorganization of East European University or a structural change resulting in the abolition of the Representative Council;
 - loss of the status of a higher education institution;
 - any other objective circumstance giving rise to the termination of the authority of the Representative Council.

Article 15. Rule of approval and amendments to the statute

- 15.1. This Statute shall be approved by an order of the Rector of the University.
- 15.2. Following the convening of the first meeting of the Council constituted in accordance with the procedure established by this Statute, any amendments or additions to this Statute shall be adopted by a Resolution of the Representative Council.

Article 16. Transitional provisions

- 16.1 upon approval of the composition of the first board as provided for by this provision authority to existing members of the representative council will be summoned