

Attachment 9

Approval: International Black Sea University Governing Board
Resolution
#03, 10/01/2024

International Black Sea University
Regulation of the Center for Innovation and Entrepreneurship

Tbilisi
2024

Content

Article 1. General provisions.....	3
Article 2. Functions of the center.....	3
Article 3. Structure and management of the center.....	4
Article 4. Management of the center.....	4
Article 5. Functions and duties of the director of the center.....	4
Article 6. Center assistant.....	5
Article 7. Final Provisions.....	5

Article 1. General provisions

1. The Center for Innovation and Entrepreneurship of the International Black Sea University (hereinafter - the Center) is a structural unit of the university that supports the development of innovative and entrepreneurial opportunities in the university space and is focused on the support and development of student and alumni initiatives.

2. The functions, authority, structure and management of the center are determined by the present regulation.

3. The Center is subordinate to the head of the Department of Development of Students and Alumni, responsible and accountable to him/her.

Article 2. Functions of the center

1. The functions of the center are:

a) to encourage entrepreneurial spirit and innovative approaches among students and graduates;

b) to support the development of startup and business ideas of students and graduates;

c) to offer interested parties workshops, trainings and other such activities, which will be focused on the topics of business strategy, planning, startup development and fundraising;

d) promote the strengthening of connections of students and graduates with the startup ecosystem;

e) to help university students and graduates in fundraising, relations with investors and participation in competitions;

f) develop and offer mentoring services to students and graduates;

g) develop partnerships with private and public organizations so that students and graduates have access to relevant knowledge and resources;

h) to support the commercialization of research and innovations of the university, if necessary, to be involved in the process of obtaining a patent;

i) conduct competitions, hackathons and createathons to encourage innovative thinking among students and graduates;

j) increase intellectual property awareness among students, alumni and staff;

Article 3. Structure and management of the center

1. The center includes:

a) director of the center;

b) center assistants;

2. An employee of the center is appointed and dismissed by the rector of the university in accordance with the rules established in the university, on the recommendation of the vice-rector in the field of administration.

3. Upon admission to the center, the qualification requirements for employees, if necessary, are determined by the rector in the field of administration.

Article 4. Management of the center

1. The center is headed by the director.

2. The director of the center directs his/her daily activities with the functions and goals defined by this regulation.

3. The director represents the center in internal university and external relations, plans and directs the activities of the department, supervises the activities of the employees and is responsible for their effective work.

4. The director of the center is accountable to the head of the department of development of students and alumni.

Article 5. Functions and duties of the director of the center

1. Director of the center:

- a) directs and directs the activity of the center in accordance with the regulations of the university and the present regulations;
- b) distributes duties among the employees of the center, gives them instructions and assignments;
- c) develops the action plan of the center and submits it to the head of the department of development of students and alumni;
- c) within the scope of competence, participates in the internal university process of authorization and program accreditation;
- d) represents the center with the bodies of the university and other units, and within the scope of its competence represents the university in dealings with third parties;
- e) submits proposals to the Department of Student and Alumni Development regarding the center's structure, staffing, work organization, employee encouragement, disciplinary responsibility, and raising their qualifications.
- f) advises students within the framework of university activities;
- g) annually submits a report on the activities performed by the center to the head of the department of development of students and alumni;
- h) exercises other powers granted by the immediate supervisor within the scope of his/her competence.

Article 6. Center assistant

1. Center assistant:

- a) fulfills the tasks and instructions of the director of the center within his/her competence;
- b) is involved in the planning and implementation of activities initiated by the center;
- c) is involved in conducting studies initiated by the Department of Student and Alumni Development in order to determine the satisfaction of students and alumni;

2. The assistant of the center is accountable to the director of the center.

3. Only a university student can be accepted for the position of center assistant.

Article 7. Final Provisions

1. This provision shall enter into force immediately upon acceptance by the Governing board;
2. Amendments to this regulation are made in accordance with the rules established by the university;
3. Changes are approved by the university's governing board.
4. Additional functions of the center can be determined by other normative documents of the university;
5. The vice-rector in the field of administration supervises the implementation of this provision.