



2024 action plan of Caucasus International University

The action plan of Caucasus International University for 2024 derives from the strategic development priorities of 2018–2024 developed in 2017 and includes seven main strategic directions: 1. Development of academic programs – accreditation and re-accreditation; 2. Infrastructure Development (ID); 3. Development of scientific research activity (SD); 4. Student Service Development (SSD); 5. Internationalization Development (ITD); 6. Life Long Learning Development (LLLD) 7. Human Resources and Administration Development HAD).

The structure of the action plan

The Action Plan of Caucasus International University for 2024 includes the following: a) strategic development directions, which are codified with the appropriate abbreviation in English; b) activity – name of the event planned and implemented for the implementation of the strategic goal; c) indicator – evidence of the performance of the set task; d) implementation period – expected period of beginning and completion of work on the performance of a specific task; e) responsible unit from the highest or middle management link – indicates the person who is responsible for the supervision of the relevant activity; f)

#	Activity	Indicator / evidence	Implementation period		A responsible person from the highest level of governance	Structural unit responsible for implementation	Financial resources	The person/board with whom the performance report is submitted and who reacts if necessary
			30.06.24	25.12.24				
Strategic direction 1: Development of academic programs – accreditation and re-accreditation (PD)								
1	Preparation of programs of the Faculty of Business and Technology for cluster accreditation (undergraduate programs in management, finance, master's programs in international business management, international marketing, doctoral program in business administration)	Decision on accreditation	X		Head of Quality Assurance Service	Faculty of Business and Technology	30000	Academic Council
2	Accreditation of Information Technology undergraduate educational program (in English)	Decision on accreditation	X		Head of Quality Assurance Service	Faculty of Business and Technology	11,500.00	Academic Council
3	Accreditation of the undergraduate program in English language and literature	Decision on accreditation	X		Head of Quality Assurance Service	Faculty of Social and Human Sciences	5,000.00	Academic Council
4	Accreditation of the Doctoral Program in Viticulture–Enology	Decision on accreditation	X		Head of Quality Assurance Service	Faculty of Viticulture and Winemaking	5,000.00	Academic Council

5	Accreditation of an English-language undergraduate program in nursing	Decision on accreditation		X	Head of Quality Assurance Service	Faculty of Medicine	15,000.00	Academic Council
6	Accreditation of the master's program in Global Politics and Security Studies (in English)	Decision on accreditation	X		Head of Quality Assurance Service	Faculty of Social and Human Sciences	11,500.00	Academic Council
7	Accreditation of undergraduate educational program in Business Administration	Decision on accreditation		X	Head of Quality Assurance Service	Faculty of Business and Technology	5,000.00	Academic Council
8	Monitoring of the Law Master's Educational Program	Report prepared as a result of monitoring		X	Head of Quality Assurance Service	Head of the program		Academic Council
9	Preparation and submission of three-year reports (one-cycle program in Medicine, undergraduate educational program of Pharmacy; undergraduate educational program of Journalism; undergraduate educational program of International Relations)	Submitted reports	X	X	Head of Quality Assurance Service	Faculty of Medicine		Academic Council
				X		Faculty of Social and Human Sciences		
10	Preparation and submission of authorization application	Authorization application submitted	X		Rector, Head of Quality Assurance Service	All structural units and faculties	70000	Administrative Council
11	Determination of new and innovative programs to be developed during the next 7 years of strategic development	Minutes of the working meeting		X	Vice-rector in the field of study	Quality and Innovation Team		Academic Council
12	Mapping innovative and transformative teaching and learning practices in existing programs and determining their development opportunities	International benchmarking document		X	Vice-rector in the field of study	Quality and Innovation Team		Faculty Council
13	Identifying issues related to sustainable development goals in existing programs in the content of programs	Theme base		X	Vice-rector in the field of study	Quality and Innovation Team		Faculty Council
14	Development of a modified mechanism for the assessment of program learning outcomes for the educational programs of the Faculty of Business and Technology	PSH document	X		Head of Quality Assurance Service	Quality and Innovation Team		Rector

15	Implementation of work on the possibilities of finding and implementing best practices in the direction of quality assurance mechanisms for single-level educational programs of medicine	International benchmarking document		X	Head of Quality Assurance Service	Quality and Innovation Team		Rector
16	Integrating innovative teaching methods into programs	Syllabus of at least 1 course for all undergraduate/single degree and master's programs		X	Vice Rector in the field of study	Faculty of Viticulture and Winemaking		Rector
				X		Faculty of Social and Human Sciences		
				X		Faculty of Business and Technology		
				X		Faculty of Medicine		
				X		Faculty of Law		

Strategic Direction 2: Infrastructure Development (ID) Infrastructure Development

17	Arrangement of indoor and outdoor student spaces	Documentation of arrangement of spaces		X	Chancellor	Material provision service, library	100,000.00	Administrative Council
18	Library extension	A link to the library's website with information about the new spaces		X	Chancellor	Service of material provision	300000	Administrative Council
19	Purchase of innovative educational technologies (3D VR Anatomy Premium Edition computer program and technical devices needed to access it, simulators, virtual clinic, educational platforms) for the Faculty of Medicine	Purchase documentation	X	X	Vice-rector in the field of study	Faculty of Medicine	313000	Chancellor
20	Purchase of computer equipment for the Faculty of Medicine	Proof of purchase documentation	X		Head of Digital Services Development Service	Digital Services Development Service, Material Resources Service	15100	Chancellor
21	Purchase of computer equipment for the examination center	Proof of purchase documentation		X	Head of the examination center	Digital Services Development Office	200000	Chancellor

22	Purchase of 100 Windows licenses	Proof of purchase documentation		X	Head of Digital Services Development Service	Digital Services Development Office	90000	Chancellor
23	Expansion of the cafeteria at the Faculty of Viticulture and Winemaking	Documentation confirming work performance	X		Chancellor	Service of Material Provision, Faculty of Viticulture and Winemaking	55000	Administrative Council
24	Reconstruction of auditorium 206 at the Faculty of Viticulture and Winemaking	Documentation confirming work performance	X		Chancellor	Service of material provision	30000	Administrative Council
25	Establishment of Davit Sarajishvili auditorium	Documentation confirming work performance	X		Chancellor	Service of material provision	30000	Administrative Council
26	Updating the university website and portals	Documentation of the work done	X	X	Head of Public Relations Service	Digital Services Development Office	55000	Rector
27	Start of construction of sports complex and student accommodation	Documentation confirming the completion of a certain stage of construction	X	X	Chancellor	Service of material provision	5150000	Administrative Council
28	Arrangement of evacuation exits	Documentation of the work done	X		legal service	Service of material provision	150000	Chancellor
29	Arrangement of fire protection system	Documentation of the work done	X		legal service	Service of material provision	70000	Chancellor
30	Opening of audience of justice	Documentation confirming the work performed	X		Dean of the Faculty	Service of material provision	30000	Chancellor
31	Development of program Goni services and addition of new functions	A report prepared by the Digital Services Office		X	Head of Digital Services Development Office	Digital Services Development Office		Rector
32	Purchase of data storage (NAS).	Proof of purchase documentation	X		Head of Digital Services Development Service	Digital Services Development Office	15000	Chancellor
33	Designing a new educational building and the process of agreement with the Architecture Department	Documentation of the work done		X	legal service	Service of material provision, contractor	200000	Chancellor
34	Okami Winery infrastructural improvement and alignment with the training process	Documentation of the work done		X	Chancellor	Service of material provision	115150	Administrative Council

35	Renovation and optimization of the cafeteria	Documentation of the work done		X	Chancellor	Service of material provision	100000	Administrative Council
36	Microphone - RODE Wireless PRO; Live stream switcher - Blackmagic Design ATEM Mini Pro ISO HDMI; Blackmagic Design ATEM Streaming Bridge for ATEM Mini Pro Streaming Switchers. HDMI cables	Proof of purchase documentation. Purchased equipment	X		Head of Multimedia Center	Multimedia Center	5935	Chancellor
37	PR activities of the university and measures to attract applicants	Material reflecting the conducted activities	X	X	Chancellor	public relations service; Department of Strategic Communications	283500	Administrative Council
Strategic direction 3: Development of research activities (SD) Science Development								
Goal 3.1: Create an outstanding research space for the sustainable development of excellent research								
Task 3.1.1. Designing and developing career advancement mechanisms for highly cited researchers and outstanding young scientists to support research priorities								
38	Creating and approving the strategy and action plan for researchers' career development	Approved strategy and action plan		X	Rector	Department of Scientific Research		Academic Council
39	Maintenance and development of system of evaluation and incentives/rewards of research activities of affiliated academic staff	A report on the results of the evaluation of the scientific activity of the affiliated staff	X		Rector	Department of Scientific Research		Academic Council
		the number of allowances granted annually and the number of scholars rewarded	X		Rector	Department of Scientific Research	60,000	Academic Council
		Scientific prize "Tamar" is organised	X		Rector	Department of Scientific Research	25,000	Academic Council
Task 3.1.2 Formation of research teams and/or structural units in accordance with university research priorities.								
40	Determination of priority research directions at the faculties	Order on approval of research directions	X		Rector	Department of Scientific Research		Academic Council
41	Establishment and approval of scientific teams and/or structures at the faculties	Structural units and/or teams corresponding to defined directions	X		Rector	Department of Scientific Research		Academic Council
Task 3.1.3 Creation/development of internal university grant funding and co-financing system and research infrastructure to support university research priorities.								

42	Creation and development of a financing system corresponding to research priorities	Approved regulations and annexes of the grant competition		X	Rector	Department of Scientific Research		Academic Council
43	Organization of grant contests and providing funding according to directions	The number of granted grants according to directions		X	Rector	Department of Scientific Research	900000	Academic Council
44	Determination of research infrastructure supporting research directions	Document of research infrastructure cost estimation and compliance analysis with research priorities from relevant structural units and/or research teams		X	Rector	Department of Scientific Research		Academic Council

Task 3.1.4 Maintaining and developing the system of financing and co-financing of the existing internal university grant and scientific activities;

45	Organization of the fundamental research grant competition	Number of competitions held and grants issued	X		Rector	Department of Scientific Research	200,000	Academic Council
46	Co-financing of scientific grants and scientific activities of other donor organizations	Total budget for co-financing consent letters	X	X	Rector	Department of Scientific Research	200,000	Academic Council
47	Financing of scientific activities (scientific missions, publication of publications, etc.)	Number of funded activities and budget	X	X	Rector	Department of Scientific Research	190,000	Academic Council
48	Announcement of a small grant competition of the university to promote the development of young researchers	Number of competitions held and grants issued		X	Rector	Department of Scientific Research	100,000	Academic Council
49	Funding and development of university journals and scientific centers	financing documents; Annual reports	X	X	Rector	Department of Scientific Research	98,200	Academic Council

Task 3.1.5 Strengthening institutional support for participation in international research projects and attracting and involving highly cited international researchers in the research activities of the Caucasus International University.

50	Training and consulting services for affiliated staff and young scientists on preparation of international project proposals and	Number of support meetings conducted and number of trainings organized/financed by various donor organizations.	X	X	Rector	Department of Scientific Research	60,000	Academic Council
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50	Scientists on preparation of international project proposals and grant applications	The number of grant competitions on which the Department of Scientific Research provided consulting services	X	X	Rector	Department of Scientific Research		Academic Council
51	Membership of Caucasus International University in international organizations	Number of organizations with membership of Caucasus International University;	X	X	Rector	Department of Scientific Research	40,000	Academic Council
52	Financing of membership of academic staff in international professional organizations	Number of staff members	X	X	Rector	Department of Scientific Research	6,000	Academic Council
53	Financing/co-financing of international scientific events	Number of sponsored conferences and budget	X	X	Rector	Department of Scientific Research	100,000	Academic Council
54	Dissemination of information in the international research space about CIU grant competitions and the conditions for the participation of international researchers in these competitions	Number of international researchers and/or applicants participating in	X	X	Rector	Department of Scientific Research		Academic Council
Objective 3.2 Development of interdisciplinary and intersectoral (between governmental, business and academic sectors) research partnerships with local and international organizations								
Task 3.2.1 Creation of mechanisms promoting the commercialization of scientific research								
55	Formation of the research commercialization advisory board	Approved Advisory Board		X	Rector	Department of Scientific Research		Academic Council
56	Drawing up a strategic and action plan to promote the commercialization of research	Approved strategic and action plans		X	Rector	Department of Scientific Research		Academic Council
Task 3.2.2 Development of joint doctoral programs and/or dissertation co-supervision with leading universities abroad corresponding to research priorities.								
57	Refinement of admission procedures for doctoral studies in accordance with research priorities: development admission criteria for doctoral students	Changes made in the regulations of the Dissertation Council and regarding admission procedures in PhD programmes		X	Rector	PhD service		Academic Council

58	Funding of fees and research visits of international co-supervisors/consultants involved in the research of PhD students, young scientists and academic-scientific staff	Number of international supervisors, co-supervisors and consultants involved in doctoral research	X	X	Rector	Department of Scientific Research, Doctoral Office	40,000	Academic Council
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Task 3.2.3 Supporting the career advancement of doctoral research supervisors and doctoral students in accordance with research priorities

59	Creation of guidelines for scientific supervisors taking into account research priorities.	Developed guides		X	Rector	PhD service		Academic Council
60	Providing a cycle of trainings for the academic staff on the issues of dissertation supervision, thesis structure and format, citation styles, and plagiarism.	Content and number of conducted trainings		X	Rector	PhD service	20,000.00	Academic Council
61	Creation of post-doc system mechanisms to support research priorities and attract young scientists to academic and research careers	Draft regulation and annexes		X	Rector	Department of Scientific Research, Doctoral Office		Academic Council

Goal 3.3 Contributing to the socio-economic progress of the society based on the development of the culture of research and innovation, the dissemination of new knowledge and the deepening of public engagement

Task 3.3.1 Development of mechanisms supporting the promotion of science in the wider society.

62	Designing a small grant competition for students and academic staff to promote science and the development of creative activities	Approved Contest Rules and Appendices		X	Rector	Department of Scientific Research		Academic Council
63	Organizing and announcing a small grant competition to promote science and the development of creative activities	Conducted competition, number of allocated grants and budget (integrated into small grants competition)		X	Rector	Department of Scientific Research		Academic Council
64	Filming of scientific documentaries and achievements in scientific research	Number of documentaries made and distributed through media and social networks	X	X	Advisor to the Chancellor, Director of the Multimedia Center	Department of Scientific Research, Multimedia Center		Chancellor

65	Organization of scientific picnics, exhibitions and/or excursions for students and schoolchildren (with the involvement of students and academic staff)	Number of events and participants		X	Rector	Department of Scientific Research, Public Relations Service	80000	Academic Council
66	Organizing discussion panels in a popular language about the research conducted within the university as well as important scientific achievements internationally (with the involvement of students and academic staff)	Number of organized events		X	Rector	Department of Scientific Research		Academic Council
67	Communication with the general public through media and social networks	Content and quantity of information and materials disseminated	X	X	Rector	Department of Scientific Research		Academic Council
Strategic Direction 4: Development of Student Services (SSD) Student Service Development								
68	Implementation of student satisfaction survey	Satisfaction Survey Report	X		Head of Organizational Development Service	Organizational Development Service, Quality and Innovation Team, Quality Assurance Service	2000	Rector
69	Implementation of the student project - Healthy Smile Day - by the Faculty of Medicine	Website link		X	Dean of the Faculty	Faculty of Medicine	2000	Rector
70	Support for student participation in conferences	Number of sponsored students	X	X	Vice-rector in the field of study	Faculty of Viticulture and Winemaking	30000	Chancellor
			X	X		Faculty of Social and Human Sciences		
			X	X		Faculty of Business and Technology		
			X	X		Faculty of Medicine		

			X	X		Faculty of Law		
71	Organization of international annual students conference	Link about the conference	X		Rector	Doctoral work, public relations work	30000	Academic Council
72	Organization of a conference for students on general legal topics	Link about the conference		X	Dean of the Faculty	Faculty of Law	5000	Faculty Council
73	Organization of cultural, sports, and educational events for students	Event link	X	X	Vice Rector for Sports and Youth Affairs	Sports Culture and Youth Service	921,600.00	Chancellor
Strategic Direction 5: Internationalization Development (ID) Internatioalisation Development								
74	Determining opportunities for international cooperation by faculties to provide international learning experience for students of each program	Cooperation agreements with international partners and international alumni associations	X	X	Vice Rector for International Relations	Faculties, Department of International Relations, Quality and Innovation Team		Academic Council
75	Developing mechanisms that encourage academic staff to establish partnerships with overseas universities to facilitate student exchange and the development of online collaborative learning practices involving international and local students (global learning experiences)	Revised Staff Incentive Rules			Head of Organizational Development Service	Organizational Development Service, Department of International Relations, Personnel Management Service		Rector
76	Supporting the participation of professors in local and international events conferences and seminars	Documentation confirming participation	X	X	Dean	Faculty of Social and Human Sciences	138900	Rector
			X	X	Dean	Faculty of Business and Technology		
			X	X	Dean	Faculty of Viticulture and Winemaking		
			X	X	Dean	Faculty of Medicine		

			X	X	Dean	Faculty of Law		
77	Implementation of student exchange programs	Number of exchange students	X	X	Vice Rector for International Relations	Department of International Relations	60,000.00	Rector
78	Participation in international educational exhibitions	Documentation confirming participation	X	X	Vice Rector for International Relations	Department of International Relations, Public Relations Service	64,747.00	Chancellor
Strategic Direction 6: Strengthening the Life Long Learning Development (LLLD)								
79	Organizing an alumni networking event at each faculty	About the website event	X		Rector	Relevant Faculties, Continuing Education and Career Development Service	20000	Chancellor
80	Raising awareness of digital literacy skills by offering short courses to the general public	Web page link about courses	X	X	Rector	Continuing Education and Career Development Service	5,600.00	Chancellor
81	Offering short-term courses to the general public	Web page link about courses	X	X	Vice Rector in the field of study	Continuing Education and Career Development Service	50000	Rector
Strategic direction 7: Human Resources and Administration Development (HAD).								
82	Revision of staffing policy and affiliation policy	updated rule	X	X	Head of Personnel Management Service, Head of Legal Service	Head of Personnel Management Service, Head of Legal Service		Rector
83	Announcement of academic staff competition	Link about the contest	X	X	Head of Personnel Management Service	Head of Personnel Management Service	5000	Rector
84	Piloting PROFFORMANCE ASSESSMENT TOOL at the Faculty of Law for the developmental evaluation of academic staff	Data analysis document received from the platform		X	Vice-rector in the field of study	Quality Assurance Service, Faculty of Law, Organizational Development Service	4000	Rector
85	Implementation of a workshop on the topic - Transformational Teaching Methods (for academic staff and members of the Quality and Innovation team	Link about the workshop	X	X	Vice-rector in the field of study	Organizational Development Service, Quality Assurance Service	10000	Rector

86	Organization of meetings between Quality and Innovation team and academic on current issues of education quality enhancement and best international practices	Meeting material		X	Vice Rector in the field of study	Quality and Innovation Team		Rector
87	Implementation of a workshop on the topic - student-oriented teaching and learning methods (for academic staff and the Quality and Innovations team)	Link about the workshop	X	X	Vice-rector in the field of study	Organizational Development Service, Quality Assurance Service	3000	Rector
88	Implementation of a workshop on the topic - integration of the principles of internationalization in the educational process (for academic staff, members of the quality and innovation group, employees of the international relations service);	Link about the workshop	X	X	Vice-rector in the field of study	Organizational Development Service, Quality Assurance Service	3000	Rector
89	Implementation of a workshop on the topic - Integration of sustainable development issues in higher education (for academic and administrative staff).	Link about the workshop	X	X	Vice-rector in the field of study	Organizational Development Service, Quality Assurance Service	3000	Rector
90	Training of academic staff on sectoral competencies in medicine	Link about the workshop		X	Dean of the Faculty of Medicine	Faculty of Medicine	8000	Rector
91	Implementation of training in project management and innovative management	Link about the workshop	X		Vice-rector in the field of study	Continuing Education and Career Development Service	5000	Chancellor
92	Implementation of training for academic and administrative staff - effective communication.	Link about the workshop		X	Vice-rector in the field of study	Continuing Education and Career Development Service, Personnel Management Service	5000	Chancellor
93	Implementation of an ongoing program for administrative staff to improve English language competence	Link about the workshop	X	X	Vice-rector in the field of study	Continuing Education and Career Development Service	12000	Chancellor
94	Working on revision of the regulatory documents to ensure that internal evaluation and incentive systems, consider activities carried out by the personnel in the direction of the "third mission" (along with academic and research performance)	Updated Staffing Rule	X		Vice-rector in the field of study	Organizational Development Service, Personnel Management Service, Legal Service		Rector

95	Conducting team building event for academic and administrative staff	document confirming the implementation of the event	X		Head of Personnel Management Service	Personnel management service	20000	Rector
96	Creating a technical description of the software for monitoring the implementation of the strategic development plan	Technical task for the contractor organization		X	Head of Organizational Development Service	Digital Services Development Office	5000	Rector
97	Approval of the 2025-2027 action plan	action plan boolean		X	Rector	Structural units, faculties		Chancellor