



SAN DIEGO STATE
UNIVERSITY

Georgia

SDSU 156-07-2018
07/17/2018

Magda Magradze
Chief Executive Officer
Millennium Challenge Account – Georgia

Dear Ms. Magradze,

Please find enclosed herewith the following deliverables for the provision of Degree Accreditation and Institutional Support Initiative for Science, Technology, Engineering, and Mathematics, as required per the contract:

- Sustainability Report
- Enrollment Report and Budget, Fall 2018
- Capacity Enhancement Report
- Annual Workplan

Please feel free to contact me if you have any questions.

Sincerely,

Halil Guven

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2018

SDSU Georgia

June 30, 2018



**SAN DIEGO STATE
UNIVERSITY**

Georgia

SUSTAINABILITY REPORT

JUNE 2018

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I. Introduction

Georgia has a critical shortage of science, technology, engineering and mathematics (STEM) professionals, educated to current international standards, graduating from their institutions of higher education. To address this problem, the Georgian government through the Millennium Challenge Account- Georgia, with funding from the U.S. Millennium Challenge Corporation (MCC) contracted with SDSU to provide an American university education in Georgia focused on STEM disciplines that would improve human capital in the Georgian labor force. This type of preparation is intended to increase the number of high quality scientists and professionals for companies operating in Georgia, contribute to economic growth in Georgia, and enhance employment in companies requiring market-driven skills. SDSU is approaching this project in partnership with Tbilisi State University, Iliia State University, and Georgian Technical University – the three premier public universities in Georgia – to provide Bachelor’s degrees in the country of Georgia. Using the facilities of these three universities, SDSU-Georgia will focus on STEM education to train an advanced workforce to meet the growing needs of Georgia. This program will meet SDSU standards for curriculum, faculty training, and accreditation. As with all SDSU Bachelor’s degrees, this program will also include general education to provide students with breadth in the liberal arts so necessary for an advanced workforce that will enhance the economy of the country. SDSU will be responsible for admissions, curriculum, quality of instruction, renovation of facilities, updating equipment and implementation of the program. In addition, SDSU-G is responsible for building capacity for the partner universities in STEM fields, and also to help them in acquisition of ABET accreditation.

Additionally, to ensure academic standards and to provide students with the necessary skills to pursue their studies at an American STEM University, SDSU established an English Language Development Center. All instruction is in English. Because English is the international language of science, proficiency in English is required to read scientific literature, exchange ideas with international scientists, and participate in international scientific meetings.

SDSU is offering a variety of degrees and certificates based upon recommendations of the government of Georgia, and regular needs assessments from local industry advisors. The curricula and courses offered will be equivalent to those offered at SDSU home campuses. Courses are taught by SDSU faculty, adjunct faculty, and visiting faculty hired for their scientific and educational expertise. Degree offerings for 2017-18 academic year include: BS Computer Engineering; BS Electrical Engineering; BS Chemistry – Biochemistry; BS Computer Sciences, BS Civil Engineering; and BS Construction Engineering.

2. Sustainability Plan

In consultation with MCA, SDSU Georgia adopted a definition of sustainability made of five pillars¹. These are:

- i. Institutional: The establishment of new or improved forms of organizations which are tasked with performance of certain functions. These functions may include budgeting and/or technical performance. Note that this should also address any relevant human capital needs of the institution.
- ii. Financial: The ability of an organization to generate revenue and/or cover its costs. This pillar would also drive fit-for-purpose design of physical assets (e.g. assets that can afford to be maintained, given revenue or available budget) as well as ability to purchase necessary maintenance equipment or instruments.
- iii. Policy/legal: The implementation of a policy to guide change and/or a legal change to implement it. This may relate to the institutional and financial pillars to the extent, for example, it is necessary to establish new governmental institutions, provide a new incentive, ring-fence revenue, or impose a new penalty.
- iv. Environmental: The ability to benefit from natural resources today without negatively impacting future generations' ability to benefit.
- v. Social/behavioral: The ability of people to change their behavior or habits while avoiding conflict based on, for example, the introduction of new infrastructure, new processes, new products, or new people in contrast to traditional norms.

In order to achieve sustainability in all five pillars, SDSU Georgia developed a sustainability strategy made up of TWO major, interwoven initiatives. These are:

- I. SDSU Georgia Program Transition Plan
- II. ABET / ACS Plan

With respect to initiative I., SDSU-G has successfully initiated the formation of Transition Committees at all three partner universities: TSU, ISU, and GTU. This is further elaborated and discussed in section 3.

With respect to initiative II., SDSU Georgia had already developed a strategy in 2016, which involved formation of ABET Committees at all three partner universities: TSU, ISU, and GTU. In January 2018, TSU rector issued a separate decree to effect formation of an ACS Committee to facilitate certification of stand-alone B.S. program in Chemistry / Biochemistry at TSU.

In the following sections, initiative I. is explained in greater detail and a status update is given on initiative II.

¹ Reference: PICG Defining Sustainability 2017

3. Transition Plan

In the following Figure I, the transition plan envisioned in the SDSU proposal is given. In this plan:

- First Phase was envisioned as the “Implementation Phase”
- Second Phase was thought of as the “Evolution Phase”, and
- Third Phase was planned as the “Transition Phase”.

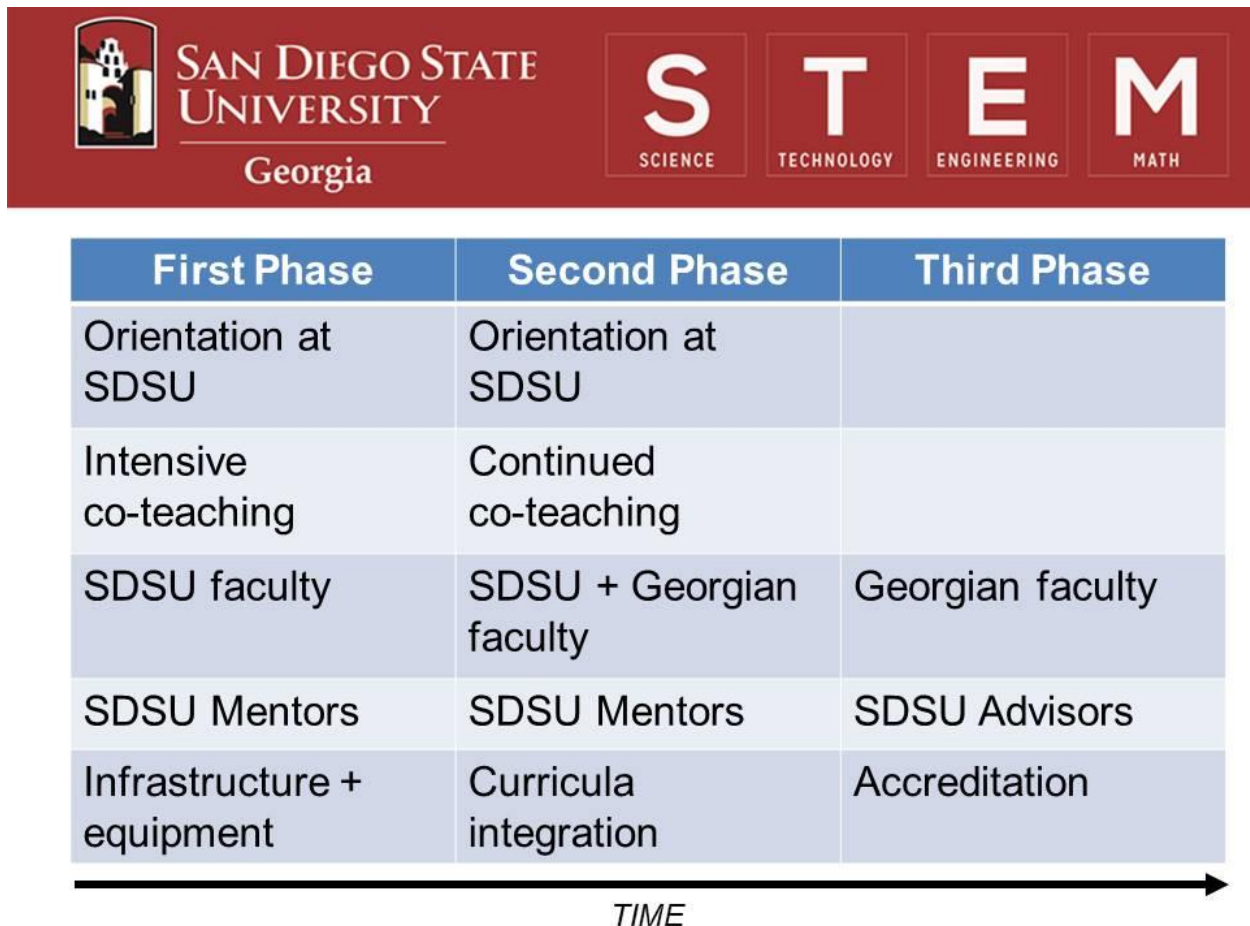


Figure I. SDSU-G Program Phases (Implementation-Evolution-Transition)

At the end of the fourth year of MCC compact; with the completion of the junior year of the Cohort I students (entering their “Senior Year” this Fall); and with significant progress made by the partner universities (particularly TSU) in the second-track ABET accreditation preparations; the SDSU-G believes that the Implementation and the Evolution Phases of the project are now near completion. A non-inclusive list of accomplishments and developments in the first two project phases are:

- SDSU Georgia degree programs in partnership with three partner universities are approved by the National Center for Education Quality Enhancement (EQE), and SDSU-G enrolled its first cohort of students in Fall 2015;
- Enrollment numbers grew from Cohort 1 to Cohort 2 (50%), from Cohort 2 to Cohort 3 – 75%. Expected enrollment of the fourth cohort (2018-19 AY) is around 240 which will bring the grand total of SDSU Georgia enrollment in Fall 2018 to over 600;

- A fifth and final cohort contract, with four degree programs and 120 Georgian students, was successfully negotiated and the contract was signed by both parties on June 22, 2018;
- 77 Partner University faculty members have already been trained (5 of them have been to SDSU twice; 15 faculty members participated in ABET training) -- Progress made in faculty training and development was presented in the March 2018 Faculty Development Report submitted to MCA;
- As of June 30, 2018, all renovation projects at TSU and GTU buildings have been completed. **Table I** shows the total area of spaces renovated at partner university campuses through SDSU Georgia project.

Table I. Spaces renovated in PU buildings

Partner University		TSU			GTU
Building No		2	11	CL	2
Type of the area	Classroom spaces	60.9	654.21	308.47	0
	Labs	836.54	422.29	105.91	118
	Offices	54.76	194.21	68.65	0
	Common Area	14.5	537.39	163.74	158.01
	Mechanical Area	118	0	68.12	0
Total				3607.69	276.01

- Construction activities for the new building at Ilia State University included the completion of the frame and envelope of the new building; interior fit-out started with a projected completion date of January 29, 2019 (a full report on Construction/ Renovation activities was presented on June 30, 2018).
- Two programs at TSU, Computer Science and Electrical Engineering, in Georgian language (second-track) are in-line for second-track ABET review in Fall 2019.
- As shown in **Figure 2**, three programs at three partner universities TSU, ISU, and GTU are on the first track towards ABET accreditation.

PU	First – track programs	Second – track pilot programs	Other (initiated by PU's for ABET review)
TSU	Computer Engineering	Computer Science Electrical Engineering	
GTU	Computer Engineering	Civil Engineering Electrical Engineering	Computer Science (BIG DATA) Biomedical Engineering

ISU	Computer Engineering		Computer Science
	Electrical Engineering		
	Civil Engineering		

Figure 2. ABET initiative at the partner universities (first- and second-track)

- Through the ABET initiative, a successful training for the partner university representatives was organized in San Diego in April 2018.
- EQE has now adopted new standards and guidelines for continuous improvement and outcome-based assessment which is in line with ABET/ACS approaches.
- Collaborative research with Partner University faculty and SDSU faculty has been catalyzed.

As a result, SDSU-G decided to initiate the Transition Phase of SDSU-G in September 2018. **Figure 3**, **Figure 4**, and **Figure 5** give the timeline of program transitions for 2018-19, 2019-20, and 2020-21, respectively.

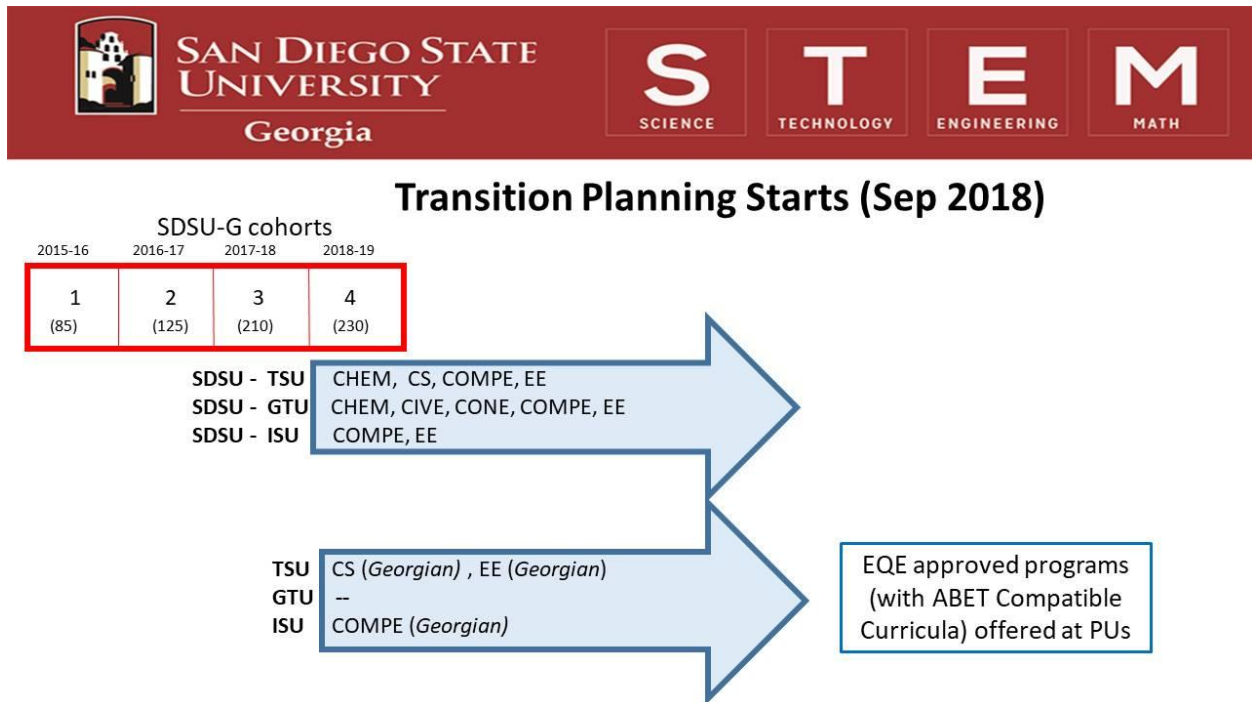


Figure 3. SDSU-G Program Transition Timeline (4th cohort).

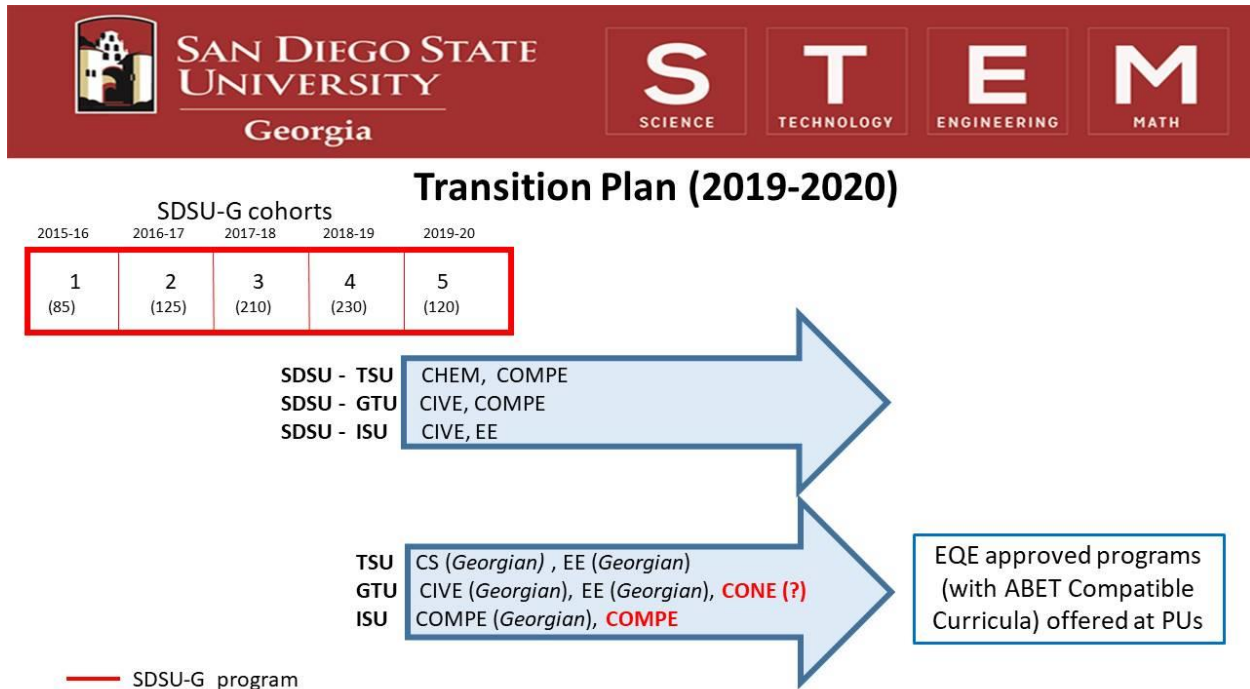


Figure 4. SDSU-G Program Transition Timeline (5th cohort).

As shown in **Figure 3**, though SDSU-G will offer quotas for all six programs in 2018-19 academic year, it is anticipated that TSU will accept its first group of students into its ABET second-track (Georgian Language) Computer Science and Electrical Engineering programs, with modified (ABET Foundation approved) curricula. These two programs will continue their continuous improvement (CI) and program outcome assessment (POA) processes to enable their ABET accreditation in 2019-20. In addition, ISU already has a B.S. degree in Computer Engineering approved by EQE in both languages (Georgian and English). For 2018-19 academic year, ISU plans to admit students into the Georgian Language Computer Engineering programs which is modeled after SDSU-G’s CompE program.

As shown in **Figure 4**, SDSU-G will offer only 120 quotas for four degree programs in 2019-20 academic year: CHEM and CompE at TSU; CIVE and CompE at GTU; and CIVE and EE at ISU. It is anticipated that TSU’s ABET second-track (Georgian Language) Computer Science and Electrical Engineering programs, will continue admitting students and also go through an ABET accreditation during Fall 2019. In addition, it is expected that in 2019-20, GTU will get approval from EQE for its new ABET second-track **Bachelor of Science in Civil Engineering** and **Bachelor of Science in Electrical Engineering** programs, and admit its first group of students. These new B.S. programs will have the new modified and ABET compatible curricula, with a new student quota of 30-50 students each. Also, in 2019-20, ISU’s EQE-approved B.S. degree in Computer Engineering will admit students in both languages (Georgian and English). The stand-alone English Language CompE B.S. program offered at ISU will be the identical B.S. program of SDSU-G. As a result, SDSU-G will not offer CompE program at ISU in 2019-20. **This program will be considered “fully transitioned” to ISU.**

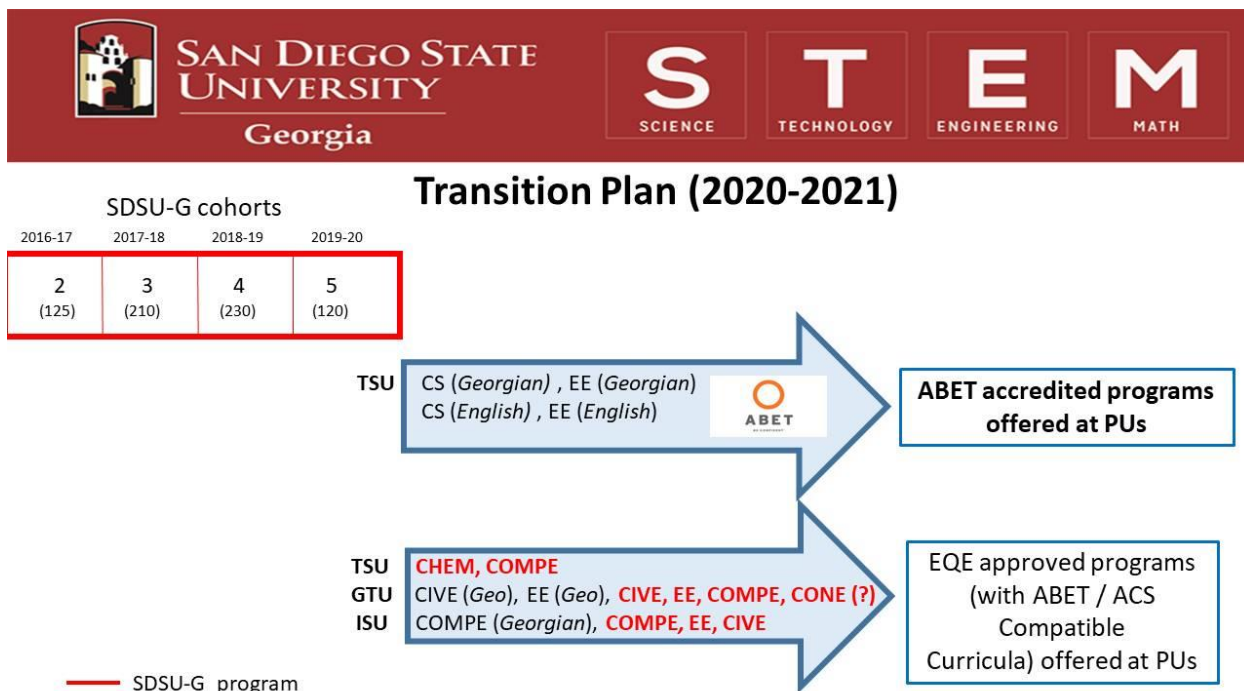


Figure 5. SDSU-G Program Transition Timeline after 5th cohort (2020-21).

As shown in **Figure 5**, SDSU-G will not offer any degree programs in 2020-21. Instead, SDSU-G will assist partner universities in transitioning programs. Specific “transitioning activities” contemplated by SDSU-G are:

TSU: It is anticipated that TSU will achieve ABET accreditation for its two programs (Computer Science and Electrical Engineering). With ABET Board’s approval in 2020 summer, TSU will have a six year ABET accreditation for these programs. TSU plans to translate their ABET-accredited Computer Science and Electrical Engineering curricula into English Language, and offer them for Georgian and international students in 2020-21 academic year. As for CompE, TSU expressed interest in transitioning SDSU-G’s CompE B.S. program and admit students to this program in 2020-21. In 2020-21, TSU will admit its first cohort of students its stand-alone B.S. program in Chemistry / Biochemistry. ACS certification is not anticipated until after SDSU-G finished teaching all 4-years, and the Chemistry / Biochemistry program is successfully transitioned to TSU.

GTU: It is anticipated that GTU will continue developing the ABET second-track EE and CIVE programs. In particular, CI and POA processes need to be closely monitored. In addition, GTU expressed interest in transitioning SDSU-G’s CIVE, EE, and CompE programs. If it materializes, SDSU-G will help GTU in acquiring expertise in these areas. Note: CONE program transition is not being considered, because at this time there is no equivalent (counterpart) department at GTU, which can take over this program. This issue is being discussed at GTU Transition Committee meetings.

ISU: With the addition of new CompE labs in the new building, it is anticipated that ISU’s CI and POA processes for the CompE programs (in both languages) will gain momentum in 2022-21. Also, for the 2020-21 academic year, ISU will transition the CIVE and EE programs from SDSU-G. With the addition of the new CIVE and EE labs in the new STEM building, and the addition of new academic staff, it is SDSU-G’s expectation that ISU will make rapid progress towards ABET

accreditation of its three programs (CompE, CIVE and EE). In order to ensure smooth transition and financial sustainability of the transitioned programs at the Partner Universities, Transition Committees were formed in all three universities. Transition Committees started developing strategies to adequately support internationally accredited STEM programs, maintain the assets/equipment and estimate capital requirements for ABET/ACS accreditation / certification, and program transition. Details of the transition committees and their activities can be found in the following section.

3.1 Transition Committee Activities

All three university rectors were consulted on the need, formation, composition and functions of such a committee. Decrees on the formation of Transition Committees at partner universities were issued by partner university rectors (attached as Appendix 1).



“SDSU-G Programs Transition Committee”

Composition of the committee can be 4-5 academics and 4-5 staff members. Below, I gave some more details about the potential membership of a SDSU-G Program Transition Committee (can be 8-10) at GTU:

- 4 to 5: - Academics (Dean + one overall coordinator + one academic from each of the programs – that is GTU EE program, GTU Civil Engineering; GTU Construction Engineering)
- 1 - Administration (re space allocation, facility maintenance, course scheduling, etc.)
- 1 - Finance - Budget - Operations (re determination of tuition, costs, supplies, materials, procurement , etc.)
- 1 - PR (re , community outreach, program awareness, PPPF issues, etc.)
- 1 - Recruiter / Admissions (re STEM Academies, STEM program promotions, international recruitment issues, etc.)
- 1 - QA & HR (for faculty / staff, professional development, English language training for faculty)

- 1 ex-officio member from TSU
- 1 ex-officio member from ISU
- MCA /MCC representative (observer)

Another issue is FACILITY SHARING. The committee will also work on developing the elements of facility sharing.

Figure 6. SDSU-G Transition Committee concept and composition.

Table 2 lists all the transition committee meetings at the three partner universities. The introductory meetings were attended by the SDSU Georgian and MCA/MCC representatives. Objectives of the transition committees were established during these first meetings. The follow-up meetings are called based on the issues and progress on agenda items. Action items are being identified at every meeting which are later being addressed by the parties. Full minutes of the transition committee meetings are attached as Appendix 2.

Table 2. Transition Committee Meetings at Partner Universities

Partner University	Transition Committee Meeting	Action Items	Date of Next Transition Committee Meeting
TSU	May 7, 2018	<ul style="list-style-type: none"> - TSU to fill out a questionnaire on maintenance; - TSU to prepare a written request on flexibility of using compensation funds; - TSU to prepare agenda of issues to be discussed during future meetings with SDSUG. 	Week of August 13, 2018
GTU	April 26, 2018	<ul style="list-style-type: none"> - GTU to present internal documents of asset and equipment maintenance; - SDSUG to provide a questionnaire on maintenance to GTU (the filled-out questionnaire with comments is Attached as Appendix 3); - GTU to establish sub-committees to start working on program sustainability document; - GTU to set a date for the follow-up committee meeting; - GTU sub-committee to work on space and equipment sharing issues and communicate the proposals to SDSUG. 	
GTU	June 22, 2018	<ul style="list-style-type: none"> - GTU to initiate subcommittee meetings and form financial and legal sub-committees to work on the new partnership agreement; - GTU Committee to work on space and equipment sharing issues; 	Week of July 30, 2018
ISU	April 23, 2018	<ul style="list-style-type: none"> - ISU to start identifying financial resources for ABET accreditation; - ISU to organize a meeting with the Chairman of SDSU Electrical Engineering program Lal Tummala on lab maintenance issues; - ISU to request training on PPPF and fund-raising experience of SDSU Georgia; - SDSU Georgia Academic Department to provide EQE application to ISU. 	
ISU	April 30, 2018	<ul style="list-style-type: none"> - SDSUG to provide program documents to ISU; - ISU to introduce the evaluation differences between Georgian and American systems in self-study report; - SDSUG to provide a general plan on professional development; - SDSUG to share initial scheme of Faculty Development Alumni Organization with ISU; 	Week of July 16, 2018

- ISU to prepare a list of trainings and negotiate it with SDSUG;
- SDSUG, MCA, and MCC to support ISU on EQE accreditation issues;
- SDSUG to recruit ISU faculty for Capstone Project in the Fall 2018 semester;
- ISU to create a student branch for IEEE membership, supported by SDSUG;
- SDSUG to propose consortium of three partner universities for IEEE and E-library subscription.

3.1.1 TSU Transition Committee – Activities and Challenges

Active Transition Committee work with the partner universities commenced in the second half of April, 2018. A few meetings have already been held with the partner university transition committees where the current challenges with the transition plan have been identified. The existing challenges are mainly associated with the differences in understanding of transition committee objectives between partner university representatives and SDSUG. Further work will be needed to converge the expectations of the parties with the objectives of transition committee work, as viewed by SDSUG.

So far, one Transition Committee meeting has been organized with TSU where SDSU Georgia offered its support in preparing new partnership agreement, maintenance issues, facilities, finances, academic issues, and PPPF administration.

Three issues have been determined with Tbilisi State University transition committee:

1. TSU has requested an amendment to the subcontract agreement between SDSU and TSU to use the merit-based scholarship funds 2250 GEL tuition per student to cover faculty infrastructure development costs as well as TSU operating costs, including faculty compensation for participation in the SDSU Georgia program, services, and procurements.
Action: SDSU Georgia has requested more specific information on the meaning behind the “faculty infrastructure development” costs referred to by TSU in order to adequately justify the amendment. Once the requested information is provided, SDSU Georgia will start working on the amendment suggested by TSU.
2. TSU has requested access to the lab space renovated and currently used by SDSUG in Building 11. Access to the lab spaces is controlled by SDSUG and possible only using cards issued by SDSUG.
Action: SDSUG has offered 5 access cards to be issued to TSU with access to the said lab spaces. Additional access and video surveillance request by TSU has been declined due to security concerns.
3. Supply elevator for NMR has been installed at TSU Building 2.

3.1.2 GTU Transition Committee – Activities and Challenges

SDSU Georgia representatives have attended two Transition Committee meetings at GTU. Parties discussed GTU's commitment to obtaining ABET accreditation for taking over the programs and propose a plan for sustaining them, including maintenance of labs and facilities. Transfer of assets and equipment to GTU was also discussed upon demonstration of GTU's capability for maintaining the said assets.

Two issues have been determined with Georgian Technical University transition committee:

1. GTU has requested assistance in training GTU staff in English language.
Action: SDSUG has expressed readiness to include GTU staff in the English language orientation session (placement test and intensive classes) SDSUG offers to new cohort enrollments.
2. Chemistry labs at GTU Building 2 renovated and equipped by SDSUG is not being used due to the fact that there have been no enrollments on GTU-SDSUG joint Chemistry/Biochemistry program. (Photos as Appendix 4)
Action: SDSUG proposed to revise the utilization of these spaces and designate them to be used for a different purpose. Using the equipped Chemistry labs for GTU Agriculture Engineering Department has been suggested by SDSUG.

3.1.3 ISU Transition Committee – Activities and Challenges

SDSU Georgia representatives have attended two Transition Committee meetings at ISU. Parties discussed preparation of a new sub-agreement to define transition process, as well as resources required for ABET accreditation, including financial capacity. The second meeting was attended by the representatives of the Academic Department and Procurement from SDSU Georgia. The representative of SDSUG Academic Department presented information on SDSUG academic policies and outlined the importance of trained instructors to implement transitioned programs at ISU as one of the ABET requirements. Dr. Lal Tummala introduced the teaching materials, capstone project and IEEE membership and E-library subscription. Other issues discussed were: course assessments, examinations and testing, selection of faculty for SDSUG programs and difference between evaluation methods at Georgian and American systems.

Two issues have been determined with Ilia State University transition committee:

1. SDSUG has requested that workspace is provided for the Construction Project Supervisor at the new building.
2. The proposed usage of the 3rd and 4th floors of the new building are being negotiated for the outfitting purposes.

4. ABET/ ACS Plan

The ABET committees in all three partner universities have been working now for over two years. ACS Committee at TSU had its first meeting in May 2018. SDSU-G role being is one of supporting partner universities to seek independent ABET/ACS accreditation for their STEM programs. This is well grasped by the partner universities. Progress of the ABET/ACS initiatives has been presented in the May 2018 ABET Progress Report (revised on June 13, 2018). The recent ABET / ACS related activities and developments since the Progress Report are presented in the Capacity Enhancement Report of June 2018.

The projected dates of likely first ABET review of programs at the partner universities is given in **Figure 7**. As previously pointed out, TSU is expected to achieve ABET accreditation for its programs sooner. Others will follow. ISU is starting from scratch. However, this, combined with a new STEM building, and new young academic staff, may prove to be a huge advantage for ISU.

Tbilisi State University – SDSU Georgia joint B.Sc. program in Chemistry/Biochemistry will have its first graduates in June, 2019. Certification of an independent standalone TSU Chemistry program by American Chemistry Society (ACS) requires TSU to demonstrate a “Track Record” in teaching B.S. in Chemistry / Biochemistry with SDSU B.S. Chemistry curriculum and labs, before ACS application or reviews starts. This can happen after all 4 years are taught by SDSU-G (May 2019 Graduation), and the TSU-SDSU program is transitioned to TSU.

PARTNER UNIVERSITY	Program	ABET Track	Same as SDSU-Georgia Program	Approval for SDSU-Georgia Transition	Likely first opportunity for ABET review
TSU	Computer Engineering	First	Yes	Yes	Fall 2023
	Computer Science	Second	No	N/A	Fall 2019
	Electrical Engineering	Second	No	N/A	Fall 2019
ISU	Civil Engineering	First	Yes	Yes	Fall 2023
	Computer Engineering	First	Yes	Yes	Fall 2022
	Computer Science	N/A	N/A	N/A	Fall 2023
	Electrical Engineering	First	Yes	Yes	Fall 2022
GTU	Civil Engineering	Second	No	N/A	Fall 2022
	Construction Engineering	N/A	N/A	N/A	N/A
	Computer Engineering	First	Yes	Yes	Fall 2023
	Electrical Engineering	Second	No	N/A	Fall 2022
	Computer Science	N/A	N/A	N/A	Fall 2023

Figure 7. Likely first opportunity for ABET review of partner university STEM programs.

5. Closure

With the program transition plan in place, after the fourth cohort intake, transition of the English-language ABET first track programs to partner universities will start. Effectiveness of the transition plan currently in place depends on many factors, including how the partner universities understand the importance of the transition process. SDSU Georgia considers that the program is now entering the third – transition phase, where the three partner universities need to be closely engaged in program transition. Starting year 2020-2021, SDSU Georgia will be assisting partner universities in transitioning activities. Considering the outcomes expected from the transition committee work, SDSU Georgia plans to support the process by dedicating the new hire – Vice Dean to the transition process. The Vice Dean has a prior experience of working at TSU, one of the partner universities and he speaks Georgian, which may contribute to the efficiency of the process. To ensure further efficiency, SDSU Georgia will generate fixed dates for transition committee meetings and follow the set agenda for each. There are a few challenges associated with the transition plan at this stage, mainly due to the different expectations of the parties about the objectives of transition committee work.

ABET Foundation's second visit report provides insights into improvements in each of ABET's eight (8) criteria. ABET Foundation's report pointed out that, there are significant improvements in all areas since experts visit in Fall 2017. However, attaining ABET accreditation is contingent upon demonstrating sufficient and adequate institutional support for the ABET programs. Specifically, Criterion #8, support and financial resources to allow faculty development and support services of the Departments providing ABET programs. The ABET Foundation Report of May 2018 points to a clear deficiency in institutional financial support, as well as

“The extensive work that remains to be done and the costs involved require a clear strategy and a clear implementation plan by the university administration. Although strong, even enthusiastic, administrative support was expressed at both GTU and TSU, there appears to be neither a clear strategy nor a clear implementation plan for completing the work or providing the costs at either university.”

The above may potentially short-circuit the whole ABET initiative of the partner universities. Unless the above are properly addressed, and institutional support is insured, TSU's Readiness Report (due October 1, 2018) should not be submitted.

A letter of assurance from MES alleviating above concerns may need to be included in TSU ABET Readiness Report when they submit their application to ABET before the deadline of October 1, 2018. Sustainability issues, and potential support from the MOES (in the form of differential student funding formula, and /or a budget line-item in MOES's annual budget) to support ABET programs at the partner universities, are sought after. SDSU-G is working with MCA to secure such assurances in the near future.



უნივერსიტეტის წესდება 2018-04-28 ბრძანება №:97/01-01

უნივერსიტეტის ბიუჯეტი დებულებები/ინსტრუქციები სსიპ - ივანე ჯავახიშვილის სახელობის თბილისის სახელმწიფო უნივერსიტეტში სან დიეგოს სახელმწიფო უნივერსიტეტის რესურსების გადაცემის კომიტეტის შექმნის შესახებ

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აკადემიური საბჭოს დადგენილებები

წარმომადგენლობითი საბჭოს სხდომის ოქმები

ბრძანებები

„უმაღლესი განათლების შესახებ“ საქართველოს კანონის 22-ე მუხლის პირველი პუნქტის, საქართველოს ზოგადი ადმინისტრაციული კოდექსის 52-ე მუხლის პირველი ნაწილის, 54-ე მუხლის პირველი ნაწილის, 57-ე მუხლის, „საჯარო სამართლის იურიდიული პირის – ივანე ჯავახიშვილის სახელობის თბილისის სახელმწიფო უნივერსიტეტის წესდების დამტკიცების თაობაზე“ საქართველოს განათლებისა და მეცნიერების მინისტრის 2013 წლის 11 სექტემბრის №135/6 ბრძანებით დამტკიცებული ივანე ჯავახიშვილის სახელობის თბილისის სახელმწიფო უნივერსიტეტის წესდების მე-14 მუხლის პირველი პუნქტის, მე-8 პუნქტის „ა“ ქვეპუნქტის, მე-9 და მე-12 პუნქტების, სან დიეგოს სახელმწიფო უნივერსიტეტი-საქართველოს დეკანის ჰალიდ გუვენის 2018 წლის 4 აპრილის №8034/10-02 წერილის საფუძველზე,

ვბრძანებ:

- 1. სსიპ - ივანე ჯავახიშვილის სახელობის თბილისის სახელმწიფო უნივერსიტეტში სან დიეგოს სახელმწიფო უნივერსიტეტის რესურსების გადაცემის მიზნით, შეიქმნას რესურსების გადაცემის კომიტეტი შემდეგი შემადგენლობით:
ა) ლაშა სალინაძე - ადმინისტრაციის ხელმძღვანელის მოადგილე - კომიტეტის თავმჯდომარე;
ბ) ალექსანდრე ცისკარიძე - თსუ რექტორის მოადგილე, მედიცინის ფაკულტეტის პროფესორი - კომიტეტის წევრი;
გ) რამაზ ხომერიკი - მუსტ და საბუნებისმეტყველო მეცნიერებათა ფაკულტეტის დეკანი, ასოცირებული პროფესორი - კომიტეტის წევრი;
დ) გიორგი ღვინჯიანი - სამეცნიერო კვლევებისა და განვითარების დეპარტამენტის უფროსი, მუსტ და საბუნებისმეტყველო მეცნიერებათა ფაკულტეტის პროფესორი - კომიტეტის წევრი;
ე) შოთა სამსონია - მუსტ და საბუნებისმეტყველო მეცნიერებათა ფაკულტეტის პროფესორი - კომიტეტის წევრი;
ვ) მანანა ხაჩიძე - მუსტ და საბუნებისმეტყველო მეცნიერებათა ფაკულტეტის პროფესორი- კომიტეტის წევრი;
ზ) ოთარ თაბორიძე - მუსტ და საბუნებისმეტყველო მეცნიერებათა ფაკულტეტის რესურსების მართვის სამსახურის უფროსი - კომიტეტის წევრი;
თ) ირაბ გრძელიძე - ხარისხის უზრუნველყოფის სამსახურის კონსულტანტი - კომიტეტის წევრი;
ი) თეა გვრგვადავა - საგარეო ურთიერთობის დეპარტამენტის უფროსი - კომიტეტის წევრი;
კ) მანონი ჯოჯუა - საფინანსო დეპარტამენტის უფროსის მოადგილე- კომიტეტის წევრი;
ლ) ინგა ფარნიაშვილი - პერსონალის მართვის დეპარტამენტის მთავარი სპეციალისტი - კომიტეტის წევრი;
მ) ნიკოლოზ მელუაძე - სამეცნიერო კვლევებისა და განვითარების დეპარტამენტის უფროსი სპეციალისტი - კომიტეტის წევრი.
2. კომიტეტი და მისი წევრები უფლებამოსილია:
ა) საჭიროების შემთხვევაში, გადახედოს ივანე ჯავახიშვილის სახელობის თბილისის სახელმწიფო უნივერსიტეტსა და სან დიეგოს სახელმწიფო უნივერსიტეტს შორის არსებულ შეთანხმებას, შეიმუშავოს ურთიერთშეთანხმებული ცვლილებები და შეთანხმებული ცვლილებები განსხორციელებლად წარუდგინოს უნივერსიტეტის ადმინისტრაციას;
ბ) უზრუნველყოს გადმოსაცემი ქონების მოვლა-პატრონობის პოლიტიკის შემუშავება სან დიეგოს სახელმწიფო უნივერსიტეტი - საქართველოსა და სან დიეგოს სახელმწიფო უნივერსიტეტის კვლევითი ოფისის რეკომენდაციების მიხედვით;
გ) შეიმუშავოს ისეთი სამოქმედო გეგმა/ინსტრუქცია, რომელიც უზრუნველყოფს (MCC/MCA-ის კომპაქტის/პროექტის ფარგლებში შესყიდული ქონების) მოვლა-პატრონობის პოლიტიკის განხორციელებას;
დ) შეიმუშავოს პარტნიორ უნივერსიტეტებთან გასაფორმებელი მემორანდუმის ტექსტი;
ე) უცხოური აკრედიტაციების მიზნებიდან გამომდინარე, მონაწილეობა მიიღოს ობიექტების პროგრამული საკითხების ფასილიტაციაში საჭიროების შესაბამისად;
ვ) ივანე ჯავახიშვილის სახელობის თბილისის სახელმწიფო უნივერსიტეტის მიზნებიდან გამომდინარე, დაადგინოს რა აკადემიური და სხვა ტიპის გადამზადება საჭირო STEM პროგრამების გადაცემისთვის;
ზ) კომისიის სხდომაზე მოიწვიოს სან დიეგო სახელმწიფო უნივერსიტეტი - საქართველოს და მისი პარტნიორი უნივერსიტეტების წარმომადგენლები.
თ) უზრუნველყოს ქონების გადმოცემის პროცესში წამოჭრილი სხვა საკითხების განხილვა.
3. წინამდებარე ბრძანების დაინტერესებულ პირთათვის კანონმდებლობით დადგენილი წესით გადაცემა დაევალოს უნივერსიტეტის კანცელარიას.
4. წინამდებარე ბრძანების უნივერსიტეტის ოფიციალურ ვებგვერდზე განთავსება დაევალოს საინფორმაციო ტექნოლოგიების დეპარტამენტს.
5. ბრძანება ძალაშია გამოცემისთანავე.

რექტორი გიორგი შარვაშიძე « უკან დაბრუნება



სსიპ საქართველოს ტექნიკური უნივერსიტეტის რექტორის

ბრძანება № 01-09-10/51

ქ. თბილისი

05 04 2018 წ.

გარდამავალი კომიტეტის SDSU to GTU Programs Transition Committee (“Transition Committee”) შექმნის შესახებ

„უმაღლესი განათლების შესახებ“ საქართველოს კანონის 22-ე მუხლის საფუძველზე

ვ ბ რ ძ ა ნ ე ბ :

1. შეიქმნას გარდამავალი კომიტეტი SDSU to GTU Programs Transition Committee (“Transition Committee”), რომელიც იმუშავებს სტუ-ში არსებულ სან დიეგოს სახელმწიფო უნივერსიტეტის საბაკალვრო პროგრამების გადმოღებაზე;
2. კომიტეტი განისაზღვროს შემდეგი შემადგენლობით:
 - ალექსანდრე ზედელაშვილი - კომიტეტის ზოგადი კოორდინატორი;

სამოქალაქო ინჟინერია:

- დავით გურგენიძე - დეკანი;
- ალექსანდრე ბაგრატიონი დავითაშვილი - კოორდინატორი;
- კონსტანტინე ბზიავა.

მშენებლობა:

- ვახტანგ ბალავაძე - კოორდინატორი;
- მიხეილ მუხიგულაშვილი;
- ზურაბ გვიშიანი.

ენერგეტიკა და ტელეკომუნიკაციები:

- გია არაბიძე - დეკანი;
- ლალი ხუნწარია - კოორდინატორი;
- გიორგი გიგინეიშვილი.

ინფორმატიკისა და მართვის სისტემები:

- ქართლოს ყაჭეიშვილი;
- ია მოსაშვილი - კოორდინატორი;
- ვახტანგ როდონაია.

ადმინისტრაცია:

- დალი მესხიშვილი (სასწავლო ფართების განაწილება/მოვლა, სასწავლო კურსების დაგეგმვა და ა.შ.).

ფინანსები:

- გიორგი შენგელია (სწავლის საფასურის, ღირებულებების, საჭირო მასალების ხარჯის განსაზღვრა, დაგეგმვა და ა.შ.).

პიარ საქმიანობა:

- სოფო მიდელაშვილი;
- თამუნა ნოსელიძე (ინფორმაციის მიწოდების საქმიანობა პროგრამის გაცნობა PPPF საკითხები და ა.შ.).

სტუდენტების მოზიდვის/მიღების საქმიანობა:

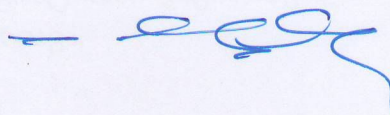
- სოფო მიდელაშვილი (STEM აკადემიები, STEM პროგრამის ხელშეწყობა, უცხოელი სტუდენტების მოზიდვის საკითხები და ა.შ.).

ხარისხი და ადამიანური რესურსები:

- ნათია ნამიჩიშვილი (ფაკულტეტების და თანამშრომლების, პროფესიული განვითარება, ინგლისური ენის შესწავლა და ა.შ.).

3. ბრძანების გაცნობა დაინტერესებული პირებისათვის უზრუნველყოს კანცელარიამ.

რექტორი



არჩილ ფრანგიშვილი



საჯარო სამართლის იურიდიული პირი
ილიას სახელმწიფო უნივერსიტეტი



ბრძანება

ქ. თბილისი

N 982-02
 19/04/2018

ილიას სახელმწიფო უნივერსიტეტის მიერ სან დიეგოს სახელმწიფო უნივერსიტეტი-საქართველოსა და ილიას სახელმწიფო უნივერსიტეტის საერთაშორისო აკრედიტაციის ერთობლივი საბაკალავრო პროგრამების გარდამავალი კომიტეტის შექმნის შესახებ

„უმაღლესი განათლების შესახებ“ საქართველოს კანონის 22-ე მუხლის პირველი პუნქტის, საქართველოს განათლებისა და მეცნიერების მინისტრის 2013 წლის 11 სექტემბრის №134/ნ ბრძანებით დამტკიცებული „საჯარო ბიზნესის იურიდიული პირის - ილიას სახელმწიფო უნივერსიტეტის წესდების“ მე-18 მუხლის მეექვსე პუნქტის საფუძველზე, უნივერსიტეტის საბუნებისმეტყველო მეცნიერებებისა და საინჟინრო ფაკულტეტის დეკანის, დავით თარხნიშვილის 2018 წლის 29 მარტის N5564-35 სამსახურებრივი ბარათის, სან დიეგოს სახელმწიფო უნივერსიტეტი-საქართველოს დეკანის, ჰალილ გუვენის 2018 წლის 4 აპრილის N6059-35 წერილის გათვალისწინებით,

ვ ბ რ ძ ა ნ ე ბ ა

1. ილიას სახელმწიფო უნივერსიტეტის მიერ სან დიეგოს სახელმწიფო უნივერსიტეტი-საქართველოსგან პროგრამების გადმოცემის მიზნით, ილიას სახელმწიფო უნივერსიტეტსა და სან დიეგოს სახელმწიფო უნივერსიტეტი-საქართველოს შორის გაფორმებული ხელშეკრულების ფარგლებში, შეიქმნას ილიას სახელმწიფო უნივერსიტეტის თანამშრომლებისგან დაკომპლექტებული გარდამავალი კომიტეტი შემდეგი შემადგენლობით და მიმართულებებით:

- ა) აკადემიურ ნაწილზე პასუხისმგებელი პირები: დავით თარხნიშვილი (კომიტეტის წევრი), გიორგი ვეშაპიძე (კომიტეტის წევრი), ნანა დიხამინჯია (კომიტეტის თავმჯდომარე);
- ბ) ადმინისტრირება - ელენე ჟურავლიოვა, ნინო ჟვანია, გიორგი მამუჩაშვილი (კომიტეტის წევრები) (სასწავლო სივრცის გადანაწილება, შენობის, ინვენტარისა და სასწავლო სივრცესთან დაკავშირებული სხვა ქონების მოვლა-პატრონობა, სასწავლო კურსების დაგეგმვა და სხვა);
- გ) ფინანსური უზრუნველყოფა - ეკა გაფრინდაშვილი (კომიტეტის წევრი) (სასწავლო ქირის, შესყიდვების ხარჯების განსაზღვრა და სხვა);
- დ) საზოგადოებასთან ურთიერთობა - ანა კვანჭილაშვილი (კომიტეტის წევრი) (საზოგადოების ცნობიერების ამაღლება, ასევე STEM პროგრამებთან მიმართებაში, კერძო და საჯარო სექტორთან თანამშრომლობის საკითხები და სხვა);
- ე) სტუდენტების მოზიდვა-მიღება - სალომე ბილანიშვილი (კომიტეტის წევრი) (სტუდენტთა ჩარიცხვის საკითხები, STEM აკადემიები, უცხოელი სტუდენტების მოზიდვა და სხვა);
- ვ) ადამიანური რესურსების განვითარება - ქეთი დარახველიძე (კომიტეტის წევრი) (ფაკულტეტის წარმომადგენელთა/თანამშრომელთა პროფესიული განვითარება, მათი გადამზადება ინგლისურ ენაში და სხვა).

2. ამ ბრძანების პირველი პუნქტით განსაზღვრული კომიტეტის კომპეტენციას განეკუთვნება აგრეთვე:

- ა) ილიას სახელმწიფო უნივერსიტეტსა და სან დიეგოს სახელმწიფო უნივერსიტეტი-საქართველოს შორის გაფორმებული ხელშეკრულების გადახედვის პროცესში ჩართულობა;
- ბ) სამომავლოდ გეგმაში შესატანი ცვლილებების შედგენის პროცესში ჩართულობა;

გ) უნივერსიტეტის ხელმძღვანელობასთან შეთანხმებით, პროექტის გაუმჯობესებისთვის ზრუნვა;
დ) გადმოსაცემ ქონებასთან მიმართებაში, მისი მოვლა-პატრონობის ისეთი პოლიტიკის შემუშავება, რომელიც უზრუნველყოფს დროულ ტრანსფერს პარტნიორ უნივერსიტეტებში, სან დიეგოს სახელმწიფო უნივერსიტეტი-საქართველოსა და სან დიეგოს სახელმწიფო უნივერსიტეტის კვლევითი ფონდის რეკომენდაციებზე დაყრდნობით, ასევე ამ მიზნების მისაღწევად გამართულ შეხვედრებში აქტიურ მონაწილეობას;

ე) აკრედიტაციასთან დაკავშირებულს საკითხებში ჩართულობა;

ვ) აკადემიური და არაკადემიური ტრენინგების საჭიროების განსაზღვრა, ილიას სახელმწიფო უნივერსიტეტში გადმოსული STEM პროგრამების მდგრადობის უზრუნველყოფის მიზნით.

3. ამ ბრძანების პირველი პუნქტით განსაზღვრული კომიტეტის თავმჯდომარე, ნანა დიხამინჯია პასუხისმგებელია კომიტეტის მიერ, ამ ბრძანებით 1-ლი და მეორე პუნქტებით განსაზღვრული აქტივობების ორგანიზებისა და დაგეგმვის პროცესის წარმართვაზე. ასევე, კომიტეტის სხდომების ჩანიშვნის, მოწვევის და დღის წესრიგის განსაზღვრის საკითხებზე.

4. დაევალოს უნივერსიტეტის კანცელარიას, ბრძანების ასლი გადასცეს, ადმინისტრაციის ხელმძღვანელის სამდივნოს, რექტორის აპარატს, რექტორის მოადგილეს, საბუნებისმეტყველო მეცნიერებებისა და საინჟინრო ფაკულტეტს და ბრძანების პირველი პუნქტით განსაზღვრულ პირებს.

გიგა ზედანია

რექტორი



Minutes of Meeting

Project: SDSU Georgia STEM Project

Subject: Program Transition Committee Meeting

Date-Time: 2018/05/07, 16:00 – 17:00

Location: Administration Office of Tbilisi State University

Prepared: Ketevan Chubabria

Issued: 2018/06/04

Attendance:

SDSUG:	Halil Guven (HG) Julie Kapanadze (JK)	Kety Chubabria (KC)
Tbilisi State University of Georgia (TSU):	Lasha Saginadze (LS) Alexandre Tsiskaridze (ATS) Ramaz Khomeriki (RKH) Giorgi Gvedashvili (GG) Nikoloz Melkadze (NM)	Manana Khachidze (MKH) Otar Taboridze (OT) Irma Gardzelidze (IG) Manoni Jojua (MJ) Inga Prniashvili (IP)
MCC:	Sonia Shahrighian (SSH)	
MCA:	Elene Jibladze(EJ)	Giorgi Kaladze (GK)
DIST-SDSUG:	Halil Guven (HG) Julie Kapanadze (JK)	Kety Chubabria (KC)
MCC:	Sonia Shahrighian (SSH)	
DIST-MCA:	Elene Jibladze(EJ)	Giorgi Kaladze (GK)
DIST-TSU:	Lasha Saginadze (LS) Alexandre Tsiskaridze (ATS) Ramaz Khomeriki (RKH) Giorgi Gvedashvili (GG) Nikoloz Melkadze (NM)	Manana Khachidze (MKH) Otar Taboridze (OT) Irma Gardzelidze (IG) Manoni Jojua (MJ) Inga Prniashvili (IP)

No.	Item Description	Action:
1.	<p>The first meeting of the Program Transition Committee started with the introduction of committee members.</p> <p>HG opened the meeting, he requested from TSU to provide CK with names, contact information and positions of Committee members, as she is in charge of preparing MoM. He also mentioned that in the future, all meetings will have agendas, and the items of the agendas will be decided based on the topics TSU wants to discuss at the meeting; any topics that comes up between SDSUG and TSU, going forward should be discussed at Transition Committee. He mentioned that one of the primary objectives is ensuring sustainability of the ABET programs in TSU beyond the MCC Compact. The Compact is ending in one year but SDSUG is going to stay in Georgia until all the students of the joint programs will graduate. HG said that future relationship between SDSUG and TSU will depend on new Partnership Agreement. Currently, SDSUG runs 4 programs in TSU: Computer Engineering, Computer Science, Electrical Engineering, Chemistry and Bio-Chemistry; but in the fifth cohort, there will be only two programs offered in TSU: Chemistry and Bio chemistry and Computer Engineering. Two programs Computer Science and Electrical Engineering are already on track to be reviewed by ABET, experts will be coming to visit in the fall, so it will be apparent after a readiness report whether these programs may be accredited or not. Even if the experts come in 2019, the ABET accreditation will be valid for the students entering in 2018.</p> <p>HG said that SDSUG has experience in running the joint programs and SDSUG staff can share experience in maintaining labs, replacing equipment, schedule maintenance issues, procurement. HG also pointed out the possibility that professors of SDSU teaching SDSUG joint programs to give classes for TSU programs when they are in Tbilisi. He said that all issues which TSU may identify to sustain the programs or keep ABET accreditation can be discussed at Committee Meetings. HG talked on the transition process in other Universities, ISU and GTU. He mentioned that they are thinking to take SDSUG programs and transition them into theirs. Transitioning SDSUG programs into the partner Universities requires from SDSUG to transition knowhow in terms of running STEM academy, recruiting student, English support. HG highlighted that for TSU it is a different case, TSU does not take over the SDSUG programs. He added that there are separate committees dealing with American Chemical Society Association, ABET issue and the topics which can be discussed at Program Transition Committee meeting are legal issues, preparing new partnership agreement, maintenance issues, facilities, finances, also academic issues like, recruiting international students,</p>	Information/TSU

	<p>helping in running general education program or Public Private Partnership Fund (PPPF) etc. these things will be in agenda and TSU should choose the topics they want to discuss.</p> <p>HG asked MCC and MCA representatives to share their views on Program Transition process. SHS took the floor and talked on previous compact of MCC. She mentioned that MCC has an experience closing the programs in Georgia back in 2011. But, the current project is very unique. Generally, activities related to previous projects were ended by the time the MCC 5-year clock stopped, but this project will continue after MCC Compact is ended. Partner Universities will continue using the assets, carry on with what has been started in major way and this is a main reason for MCC to be interested in participating in a process as observers. She also added that next week there will be a meeting in Washington DC at MCC headquarter, HG will be part of the delegation from SDSU home campus. The Meetings will decide what the programs will look over the next year and how they will be continued after ending the MCC compact. The will of the partners is critically important in maintaining the assets purchased by the MCC Compact and continuing to do a number of activities to keep a quality. She added that there will be some specific issues related to assets MCC will be very interested in. MCC has an attitude to come afterwards and look to see how the assets operate. She said that MCC will be interested to make sure that NMR is properly maintained.</p> <p>HG said that all the equipment stored at TSU premises will be insured and maintained by SDSUG until TSU develops sufficient documentation and policies and allocates the appropriate funding.</p> <p>HG indicated some issues which were discussed at previous meeting, these issues are security and alarm system and installation of elevator. He suggested to put these issues in the agenda of next meeting of Programs Transition Committee.</p> <p>Action: TSU to prepare an agenda for the next Programs Committee Meeting and put the following issues into it: security and alarm system and installation of elevator.</p>	
2.	<p>JK said that there will be amendment to the existing partnership agreement and there might be a memorandum between SDSUG and TSU, but it has not been decided yet. She added that agreement will have specific provision regarding maintenance and, in order to develop this provision JK distributed questioner on maintenance and asked TSU to fill in these questioner that will help her to understand what kind of policy and procedures are in place for maintenance at TSU.</p> <p>NM said that TSU wants to make some amendments to the provision related to allocation of compensation funds which comes from SDSUG. RKH added that TSU wants to be flexible in using 2500 GEL</p>	Information/TSU

	<p>which TSU gets from SDSUG. Particularly, TSU wants to use this money for infrastructure development of all faculties. JK said that TSU shall put this request in writing. RKH also added that he thinks that lab transition should be happen at the same time the programs are transferred to TSU. HG responded that SDSUG has an obligation to graduate all students, and for this SDSUG shall be sure that all Labs and equipment are properly maintained. This is a reason why SDSUG prefers to keep maintenance responsibility until 2022. He also mentioned that earlier transfer can be also considered, but for that TSU has to convince SDSUG that there are sufficient policies, procedures and funds available for maintenance at TSU. This issue shall be negotiated at the Transition Committee meetings.</p> <p>TSU representative asked the question if there is a possibility to run electrical engineering and computer science programs in the next cohort. The reason for it is that TSU does not expect these programs to be accredited next year by ABET. HG and SSH confirmed that this issue is in agenda of the meetings which will be held in Washington DC.</p> <p>Action:</p> <ol style="list-style-type: none"> 1. TSU to fill in questioner on maintenance. 2. TSU to make written request on flexibility of using the compensation funds. 	
3.	<p>LS asked the question on asset ownership. JK gave brief explanation on assets ownership and transfer. She said that all assets shall come from MCA to SDSU at the end of the Compact. And then, starting from 2019 up to 2023 SDSUG will start transferring the assets to TSU. She also mentioned that there is no exact plan yet. But, first SDSUG should be sure that TSU is ready to get assets. The transferring will happen consistently, like transfer one thing during the one year and other thing next year. Assets will be transferred in state ownership and it will be free from taxes.</p> <p>RKH asked if there is a deadline for new partnership agreement. JK responded that deadline is September, 2018.</p>	Information
4.	<p>SSH asked the question on permit for installation of elevator for NMR. LS responded that this issue will be bundled in with overall TSU building II permitting process. TSU has already revealed the winner for renovation work and, as soon as they start work on permitting issues SDSUG will be notified what kind of information is needed from SDSUG be provided.</p>	Information/GTU

Minutes are issued in Electronic form to all the participants and other Company stakeholders.

If no objection is received to the compiled minutes within seven (7) days, the minutes will be taken as a true and correct transcript of events.



Minutes of Meeting

Project: SDSU Georgia STEM Project

Subject: Program Transition Committee Meeting

Date-Time: 2018/04/26, 12:00 – 13:00

Location: Administration Office of Georgian Technical University, 77 Kostava st, Tbilisi, Georgia.

Prepared: Ketevan Chubabria

Issued: 2018/05/04

Attendance:

SDSUG: Halil Guven (HG) Kety Chubabria (KC)
Julie Kapanadze (JK)

State Technical University of Georgia (GTU): Alexander Zedelashvili (AZ) Giorgi Shengelia (GSH)
Dali Meskhishvili (DM) Vakhtang Balavadze (VB)
Natia Namicheishvili (NM) Gia Arabidze (GA)
Sophio Midelashvili (SM) Giorgi Gigineishvili (GG)
Tamar Noselidze (TN) Alexander Bagration-Davitashvili (ABD)

MCA: Nodar Surguladze (NS)

DIST-SDSUG: Halil Guven (HG) Kety Chubabria (KC)
Julie Kapanadze (JK)

DIST-MCA: Nodar Surguladze (NS)

DIST-GTU: Alexander Zedelashvili (AZ) Giorgi Shengelia (GSH)
Dali Meskhishvili (DM) Vakhtang Balavadze (VB)
Natia Namicheishvili (NM) Gia Arabidze (GA)
Sophio Midelashvili (SM) Giorgi Gigineishvili (GG)
Tamar Noselidze (TN) Alexander Bagration-Davitashvili (ABD)

No.	Item Description	Action:
1.	<p>The first meeting of the Program Transition Committee started with the introduction of committee members. HG presented to the committee goals and scope of the Program Transition Committee. He made brief introduction of STEM program, he said that SDSUG programs started in 2014, currently SDSUG has 6 programs and around 400 students. The students of SDSUG are taking courses in Georgia but they are students of San Diego State University in California. Graduates from SDSUG programs get US diplomas that are internationally recognized and, the doors of international labor markets are opened to them. HG mentioned that SDSUG should start transferring the programs to GTU next year, after the end of the Electrical Engineering Program of SDSUG. HG stated that it is already time to start planning for future cooperation and elaborate a new Sub-Agreement. The new Sub-Agreement shall describe legal bases of transferring the programs and assets to GTU. Besides, it shall define sharing the spaces and assets maintenance issues. The Program Transition Committee will contribute to successful implementation of the transition process. After the Meetings the minutes will be developed and agreed with the Committee members. SDSUG proposes GTU committee to develop a report that will describe the capacity of GTU to maintain the labs and programs, identify the resources that are required for taking over the programs and propose a plan for sustaining them. The MoM and the report will be submitted to MCA Georgia and MCA will negotiate it with Government of Georgia. The Government of Georgia has responsibility towards US Government to ensure sustainability of MCC compact investments and as HG added, they are very responsive towards SDSUG programs, they have already changed the grading system based on SDSUG request and hopefully, this tendency will continue in the future.</p> <p>HG said that success of the negotiation depends on progress of the Program Transition Committee work and the Committee shall agree on the process first in order to reach the goals.</p>	Information
2.	<p>The second item of the meeting was transfer of assets and equipment to GTU. HG told to audience that JK is a legal expert who will work on legal issues of the transition process and, as soon as SDSUG is convinced that GTU is capable of maintaining the assets, the process of transferring the assets may start.</p> <p>JK asked GTU to provide her with internal instructions or documents on maintenance but, if GTU has no specific document or instruction for asset and equipment maintenance then JK will send GTU questionnaire which need to be filled in by competent personnel and send back to her. All information on maintenance will be analyzed by JK and shall form either a clause of the partnership agreement or memorandum to be concluded (parties to which is still a subject of</p>	GTU/JK

	<p>discussion). AS requested from JK to send translation of questionnaire in Georgian language. JK agreed on sending questionnaire in Georgian and English languages but she expects from GTU the feedback to be submitted in English.</p> <p>Actions:</p> <ol style="list-style-type: none"> 1. GTU to send internal documents or instruction of asset and equipment maintenance. 2. JK to send questioner to GTU on maintenance in two languages. 	
3.	<p>HG spoke on ABET accreditation process. He indicated that Program Transition Committee shall work on identification of financial resources for maintaining ABET accreditation. First of all, the Committee shall define the required budget and then compare it with the financial capacity the GTU is able to provide for maintaining ABET accreditation.</p> <p>NS added that one month ago GA had good remarks on transition process - he pointed out that, if GTU decides to have English language programs then the study fee needs to be adequate, he supposed that 3 000 USD will be enough to maintain the English language programs. NS encouraged such type of negotiation internally. HG added that Transition Committee should identify what should be the number of the students, the study fee, needs for trainings and capacity building etc. and come up with financial rational. GTU shall develop a document that should be a “road map” for transition process. NS said that The document on sustainability of the STEM programs shall be developed and submitted to SDSUG before the end of May, 2019. SDSUG will introduce this document to MCA Georgia and request negotiating it with Government of Georgia. HG suggested that in order to simplify the work it is wise to create sub-committees, like one sub-committee will work on identification of reasonable cost per student, taking into consideration all expenses for sustaining the labs and programs; second- on teaching stuff sustainability; third – on grading policy etc.</p> <p>AZ mentioned that first the list of activities should be developed in order to have the big picture of the work.</p> <p>Action: GTU to list the activities and establish sub-committees; start working on programs sustainability document.</p>	GTU
4.	<p>ABD asked the question about the study materials, he mentioned that all materials are available but not officially. NS mentioned that such type of questions, including labs expenses, salaries for lecturers (it might happen that lecturers for English program may request for higher salary than lecturers for Georgian program) are subject of discussion and need to be described in the programs sustainability document. The objective of the Committee meetings is working on improvement of this document.</p>	Information/GTU

	<p>HG added that it is obligation of GTU committee to call for meeting and develop agenda of the meetings. It will be preferable to have meetings once a week.</p> <p>Action: GTU to set date for second committee meeting, develop agenda and send it to SDSUG in advance.</p>	
5.	<p>NS explained to audience that the program transition processes started in all three Partner Universities and they are working on the Same issues. He mentioned that an issue of great importance is cooperation between Partner Universities, they should not consider themselves as competitors in STEM field, and instead they have to do their best to develop strong cooperation. NS said that MCC and MCA (representing Government of Georgia) made big investments into the STEM programs and these investments do belong to all Partner Universities. He brought an example of NMR equipment that costs around 400 000 EU and it will be allocated in TSU chemistry lab but, it must be available for students of other Partner Universities. HG added that space and equipment sharing issues shall be negotiated and legal persons from SDSUG and GTU need to elaborate conditions for new Sub-agreement.</p> <p>HG said that all Partner Universities have Program Transition Committees and requested from GTU to nominate two committee member who will take part in the Committee Meeting of Partner Universities.</p> <p>Actions:</p> <ol style="list-style-type: none"> 1. GTU to nominate two Committee members who will be responsible on participating in the Committee Meeting of Partner Universities. 2. GTU committee to work on space and equipment sharing issues and communicate the proposals with JK. 	Information/GTU/JK

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Minutes of Meeting

Project: SDSU Georgia STEM Project

Subject: Program Transition Committee Meeting

Date-Time: 2018/06/22, 15:30 – 16:30

Location: Administration Office of Georgian Technical University, 77 Kostava st, Tbilisi, Georgia.

Prepared: Ketevan Chubabria

Issued: 2018/07/16

Attendance:

SDSUG: Halil Guven (HG) Kety Chubabria (KC)
Julie Kapanadze (JK)

State Technical University of Georgia (GTU): Alexander Zedelashvili (AZ) Giorgi Shengelia (GSH)
Dali Meskhishvili (DM) Vakhtang Balavadze (VB)
Natia Namicheishvili (NM) Gia Arabidze (GA)
Sophio Midelashvili (SM) Giorgi Gigineishvili (GG)
Tamar Noselidze (TN) Alexander Bagration-Davitashvili (ABD)

MCA: Elene Jibladze(EJ) Giorgi Kaladze (GK)

MCC: Sonia Shahrighian (SSH)

DIST-SDSUG: Halil Guven (HG) Kety Chubabria (KC)
Julie Kapanadze (JK) Giorgi Alexidze (GA)
Elene Aladashvili (EA) Asmati Naskidashvili (AN)

DIST-MCA: Elene Jibladze(EJ) Giorgi Kaladze (GK)

DIST-MCC: Sonia Shahrighian (SSH)

DIST-GTU: Alexander Zedelashvili (AZ) Giorgi Shengelia (GSH)
 Dali Meskhishvili (DM) Vakhtang Balavadze (VB)
 Natia Namicheishvili (NM) Gia Arabidze (GA)
 Sophio Midelashvili (SM) Giorgi Gigineishvili (GG)
 Tamar Noselidze (TN) Alexander Bagration-Davitashvili (ABD)

No.	Item Description	Action:
1.	<p>HG opened the meeting, he introduced observers from MCC and MCA and mentioned that based on item N 4 of the Agenda (<i>Which departments of the University need to be involved in student recruiting team? (What criteria and experience are required for selection of members of PR activities and recruitment effort to attract students?)</i>) SDSUG invited Communication Director of SDSUG, Elene Aladashvili and Giorgi Alexidze and Asmat Naskidashvili from Student Service. HG added that they will present short presentations on students' enrollment process of SDSUG to the audience. The presentations will be informative to everybody but more specific details will be discussed within the sub-committees. SDSUG is ready to assist, train and advise GTU in various aspects of running accredited programs and GTU is authorized to invite corresponding representatives of SDSUG to subcommittee meetings. HG also noted that GTU need to form subcommittees to work on financial and legal issues for elaboration of new partnership agreement.</p> <p>Actions:</p> <ol style="list-style-type: none"> 1. GTU to initiate subcommittee meetings and invite relevant representatives from SDSUG. 2. GTU to form financial and legal sub-committees in order to work on new partnership agreement. 	SDSUG/GTU
2.	<p>The first item of the Agenda was devoted to checking the status of actions described in MoM 26.04.2018. There were four action items in MoM and KC went through them:</p> <ol style="list-style-type: none"> 1. JK to send questioner to GTU on maintenance in two languages. 2. GTU to list the activities and establish sub-committees; start working on programs sustainability document. 3. GTU to nominate two Committee members who will be responsible on participating in the Committee Meeting of Partner Universities. 4. GTU committee to work on space and equipment sharing issues and communicate the proposals with JK. <p>AZ confirmed that JK had sent questioner on maintenance to GTU</p>	GTU/AZ/KC

	<p>and GTU has already answered some questions but some questions are still under preparation. JK added that she received answers to some questions but she has not received documents and instructions on maintenance. AZ has also confirmed that GTU has formed subcommittees. CK asked to provide SDSUG with the titles and members of the subcommittee. AZ said that there was a meeting with Rector on development of sustainability document, as the issue is global and laborious it will require lots of time and effort. GTU nominated two members who will be responsible on participating in the Committee Meeting of Partner Universities. Those members are Alexander Zedelashvili and Konstantin Bziava. JK suggested to start work on facility sharing issues in small groups. HG gave short explanation on importance of facility sharing strategy. He clarified that all facilities and equipment are MCC investments, some of the expensive equipment, like NMR is one and will be located at TSU, but it does not belong only to TSU it belongs to all partner Universities, alike all other facilities and equipment arranged and purchased with financial support of MCC, and there shall be some strategy and parameters developed how to share and maintain the equipment. These strategy and parameters shall be agreed and accepted by all partner Universities. HG suggested that SDSUG will send list of facilities to AZ and he should decide who will be nominated to be member of sub-committees working on facility sharing issues.</p> <p>Actions:</p> <ol style="list-style-type: none"> 1. GTU to finish answering the questions on maintenance and share the documents related to maintenance with JK. 2. AZ to send title of sub-committees and names of members to SDSUG. 3. GTU to continue working on sustainability report. 4. KC to send facility list to AZ. 5. AZ to from sub-committees working on facility sharing issues. 	
3	<p>Next item of the discussion was upgrading English language knowledge. This issue was initiated by GTU and AZ asked the Committee members to come up with their ideas and proposals how to improve English language skill. HG proposed that on August 15-16, 2018 SDSUG will be visited by linguistic professor, Eniko, who comes to give intensive English courses to freshmen students for 12 days and it can be negotiated with her to do assessment test for GTU Transition Committee members.</p> <p>Action:</p> <ol style="list-style-type: none"> 1. HG to negotiate with Eniko to include GTU in her assignment. 	HG
4	<p>In order to share experience in students' recruitment, program advertisement and communication SDSUG colleagues EA, AN and GA gave short presentations to Committee Members.</p> <p>The meeting was joined by Rector of GTU who thanked MCC and HG for effective work and good initiative.</p>	Information

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Minutes of Meeting

Project: SDSUG Georgia Project: Construction Renovation/rehabilitation of Universities facilities (Ilia State University, Tbilisi State University and Georgian Technical University)

Subject: Program Transition Committee Meeting

Date-Time: 2018/04/23, 14:00 – 15:00

Location: Dean’s office - Ilia State University. 3/5 Cholokashvili st, Tbilisi.

Prepared: Ketevan Chubabria

Issued: 2018/04/27

Attendance:

SDSUG:	Halil Guven (HG) Julie Kapanadze (JK)	Kety Chubabria (KC)
Ilia State University (ISU):	Ketevan Lakirbaia (KL) Giorgi Mamuchashvili (GM) Eka Gaprindashvili (EG) Nana Dikhaminjia (ND) David Tarkhnishvili (DT) Ozgur Kisi (OZK)	Salome Bilanishvili (SB) Giorgi Veshapishvili (GV) Ketevan Darakhvelidze (KD) Nino Zhvania (NZH) Elene Zhuravlioiva (EZH)
DIST-SDSUG:	Halil Guven (HG) Julie Kapanadze (JK)	Kety Chubabria (KC)
DIST-ISU:	Ketevan Lakirbaia (KL) Giorgi Mamuchashvili (GM) Eka Gaprindashvili (EG) Nana Dikhaminjia (ND) David Tarkhnishvili (DT) Ozgur Kisi (OZK)	Salome Bilanishvili (SB) Giorgi Veshapishvili (GV) Ketevan Darakhvelidze (KD) Nino Zhvania (NZH) Elene Zhuravlioiva (EZH)

No.	Item Description	Action:
1.	<p>The first meeting of Program Transition Committee started with the introduction of committee members. HG presented to the committee goals and scope of the Program Transition Committee. He made brief introduction of STEM program and highlighted that the STEM has two main objectives, the first objective is to have ABET accredited graduates in STEM field – currently graduates from Georgian Universities get diplomas which have no international recognition and labor platforms of big international organizations, like World Bank, are limited for them. The second, equally important objective is assisting Partner Universities in getting ABET accreditation of STEM programs. In June 30, 2019 the second compact of MCC will be finished but SDSU will stay in Georgia until the students of SDSUG graduate. HG stated that SDSUG will gradually decrease the number of programs and admission of students in coming two years and consequently it is already time to start planning further cooperation and elaborate new Sub-Agreement. New Sub-Agreement shall describe legal bases of transferring the programs and assets to partner university, besides it shall define sharing the spaces and asset maintenance issues.</p> <p>HG also added that Electrical Engineering Program of SDSUG will be ended next year but SDSUG will help ISU in managing the program by instructing them and giving advices.</p> <p>In addition to abovementioned, HG talked on transferring the programs and assets. He mentioned that at the first stage software transfer will take place that will be followed by hardware transfer. The transferring process will depend on the progress of the Committee work.</p>	Information
2.	<p>HG spoke on ABET accreditation process. He indicated that Program Transferring Committee shall work on identification of financial resources for maintaining ABET accreditation. First of all, the Committee shall define the required budget and then compare it with the financial capacity the ISU is able to provide for maintaining ABET accreditation. This study shall be done as soon as possible, because if the financial resources are not sufficient then the document on sustainability of the STEM program shall be developed and submitted to SDSUG. SDSUG will introduce this document to MCA Georgia and request negotiating it with Government of Georgia. Government of Georgia has responsibility towards US Government to ensure sustainability of MCC compact investments. The document shall be negotiated with MCA before the end of MCC Second Compact, June 30, 2019. HG explained that while working on mentioned document ISU should considered all aspects of the program, like trainings, capacity building etc.</p> <p>Action: ISU to start identification of financial resources for maintaining ABET accreditation.</p>	ISU

3.	<p>ISU representatives has questions on academic aspects of program transition process. HG informed audience that the former Chairman and the Chairman of SDSU Electrical Engineering Program will be in Georgia in several days and suggested to organize Committee meeting with them. He indicated that Former Chairman, Lal Tumala was the person who supported ISU to become a Partner University of SDSUG and he has good understanding of academic aspects of the program. HG added that the meeting will be very beneficial for ISU to have answers all questions related to academic aspects of the Program Transition process. The meeting was set on Monday, April 30, 2018 at 14:30 p.m. HG also suggested to write to Lal the questions on lab maintenance as he has all specifications. JK reminded ISU to include the questions of training needs.</p> <p>Action:</p> <ol style="list-style-type: none"> 1. ISU to write question to Lal Tumala on lab maintenance. 2. Arrange meeting with Former Chairman and Chairman of SDSU Electrical Engineering Program on Monday, April 30, 2018 at 14:30 p.m. 	ISU/SDSUG
4.	<p>KD asked question on the last admission year of SDSUG. She explained that ISU should know in advance the ending years SDSUG programs in order to avoid overlapping. HG responded that there will be a meeting in Washington to agree on gradual completion of the SDSUG programs.</p>	Information
5.	<p>ND mentioned that there are lot of questions on further operation of the programs, like identification of students' quotas, differentiation of study fees for national and international students.</p> <p>HG shared his idea that there might be a lump sum for STEM ABET support. He also highlighted that all ideas and proposals supporting the programs sustainability need to be negotiated with Government of Georgia.</p> <p>HG clarified that the Committee belongs to ISU and encouraged internal work of the Committee. He said that ISU should request for the meetings with SDSUG as needed, develop agendas and items for the meeting.</p> <p>Action: ISU to have internal meetings of the Committee and request for the meetings with SDSUG.</p>	ISU
6.	<p>HG informed ISU that SDSUG has Public Private Partnership Fund (PPF) that helps SDSUG to raise funds for scholarships and certain activities. KL asked SDSUG to share the experience with ISU.</p> <p>Action: Elene Aladashvili (EA) to share experience working with PPPF and rising the funds for the University.</p>	EA
7.	<p>ND pointed out that Electrical Engineering program will be handed over to ISU in 2019, and she asked if it is possible to use the same approach with Civil Engineering program. HG responded that it should be negotiated with Joe Turner (JT).</p> <p>EZH added that it will be very helpful is SDSUG provides list of EQE programs to ISU.</p> <p>Action:</p>	SDSU/ISU/NCH

	<ol style="list-style-type: none">1. ISU/SDSUG to negotiate Civil Engineering program handover to ISU with JT.2. Nino Chubinidze (NCH) to send EQE application file to EL.	
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Minutes of Meeting

Project: SDSU Georgia STEM Project
Subject: Program Transition Committee Meeting

Date-Time: 2018/04/30, 14:00 – 15:00

Location: Dean’s office - Ilia State University. 3/5 Cholokashvili st, Tbilisi.

Prepared: Ketevan Chubabria

Issued: 2018/06/04

Attendance:

SDSUG: Halil Guven (HG) Nini Pantsulaia (NP)
Lala Tummala (LT) Anna Shakhnazarova (ASH)
Chris Mi (CM) Kety Chubabria (KC)
Julie Kapanadze (JK)

Ilia State University (ISU): Ketevan Lakirbaia (KL) Salome Bilanishvili (SB)
Giorgi Mamuchashvili (GM) Giorgi Veshapishvili (GV)
Eka Gaprindashvili (EG) Ketevan Darakhvelidze (KD)
Nana Dikhaminjia (ND) Nino Zhvania (NZH)
David Tarkhnishvili (DT) Elene Zhuravliova (EZH)
Ozgur Kisi (OZK)

MCA: Elene Jibladze (EJ)

DIST-SDSUG: Halil Guven (HG) Nini Pantsulaia (NP)
Lala Tummala (LT) Anna Shakhnazarova (ASH)
Chris Mi (CM) Kety Chubabria (KC)
Julie Kapanadze (JK)

DIST-ISU: Ketevan Lakirbaia (KL) Salome Bilanishvili (SB)
 Giorgi Mamuchashvili (GM) Giorgi Veshapishvili (GV)
 Eka Gaprindashvili (EG) Ketevan Darakhvelidze (KD)
 Nana Dikhaminjia (ND) Nino Zhvania (NZH)
 David Tarkhnishvili (DT) Elene Zhuravliova (EZH)
 Ozgur Kisi (OZK)

DIST-MCA: Elene Jibladze (EJ)

No.	Item Description	Action:
1.	<p>The Meeting was opened by JK, she introduced NP and ASH to audience and informed that NP and ASH are attending the Meeting in order to answer the questions related to procurement and recruitment.</p> <p>KC gave introduction of MoM to audience, she explained that this form of communication is new for both institutions and they need to be very clear on the idea of MoM and commitments made by MoM. She also highlighted that all committee members shall review MoM and make comments within 7 days of issuance of MoM, and if comments and remarks have not been received within 7 days, tasks described in MoM become the commitments for both sides.</p> <p>NP started giving brief information on academic issues. She began her talk with number of faculty staff, she mentioned that the number of professors is very important as ABET experts pay attention to it, they expect that major subject are touch by ISU professors. She thinks, if ISU does not have enough instructors who are trained in SDSUG but, there are ISU professors who can teach the programs then they can be appointed as assistants to the already trained instructors, or main instructors at SDSU and later they might be sent to SDSU for training. She also added that this decision will be made by the senior personnel of SDSUG.</p> <p>NP offered to discuss academic issues in smaller groups and arrange individual meetings with her in the future.</p> <p>ISU representative asked to transfer program documents, as ISU should submit program package to ABET before experts come for inspection. NP explained that SDSU develops annual catalog and a map which is individual for each admission. NP promised to send to ISU all maps and catalogs she has an access to.</p>	Information/NP/JK

Members of the Committee also discussed difference between Georgian and American evaluation system, this issue was ranked as one of the problem for ABET accreditation along with GPA. The decision was made to describe these problems in self-study document. **NP** suggested to ask Lal Tummala to send all courses' Syllabus to ISU. Other issues discussed were: course assessments, examinations and testing, guideline on keeping the exam papers of each student.

NP was asked about the procedure for excluding students from the course for poor academic performance. She explained that **SDSU** has a probation stage, this means that the student is given the second chance to complete the following semester with 2.0 GPA, if student does not succeed, he/she is disqualified. **ISU** concluded that they need to introduce the special academic frame for the SDSUG programs.

ND said that for **ABET** experts **ISU** needs information on evaluation of students and professors. Particularly, information on students and professors assessing themselves. **NP** responded that there is no such practice in Georgia but, it might be done in **SDSU** and Ismael should be asked on this issue. She confirmed that there is an evaluation form for students assessing the professors. **EZH** asked a question on continuous improvement document. **NP** responded that **SDSU** issues the catalog every year and this catalog is guideline for all courses. **EZH** added the question on personnel, she asked how the decision is made on selection of personnel for giving the courses. **NP** responded that professors who are trained in **SDSU** they first start teaching as co-teachers for one semester, and only after that, they are allowed to give lectures. **ND** asked **NP** if there is a document in **SDSUG** on continues improvement which describes all changes made during the last four years for development of the programs. She said that **ABET** experts will ask for it. **NP** responded that there is no such document and it need to be developed.

ND asked if **SDSUG** has professional development plan, **NP** responded that there is no professional development plan for **SDSUG** but **SDSU** might have a general plan and it might be requested to be sent to **ISU**.

ND said that some of **ISU** representatives recently had two days training in San Diego and, as **HG** mentioned, this training can be considered as faculty development training. Consequently, **ND** requested to involve those trained personnel in Faculty Development Alumni Organization. **JK** responded that there is initial scheme of Faculty Development Alumni Organization and it can be shared with **ISU**.

Actions:

1. **NP** to send to **ISU** program documents (all maps and catalogs she has an access to)

	<ol style="list-style-type: none"> 2. ISU to describe difference between Georgian and American evaluation system and GPA in self-study and introduce the special academic frame for the SDSUG programs. 3. NP to assist ISU in getting all courses' Syllabus. 4. NP to ask Ismael for information on students and professors assessing themselves. 5. SDSUG to develop document on continuous improvement. 6. NP to request general plan on professional development from SDSU and share it with ISU. 7. JK to share initial scheme of Faculty Development Alumni Organization with ISU. 	
2.	<p>ND asked what type of additional trainings, apart from the faculty trainings, are required for committee members in order to manage the transition period successfully and be ready to get student in 2019. JK responded that the mandate of Transition Committee considers identification of training needs, and ISU should decide in which field the trainings are required and negotiate it with SDSUG.</p> <p>Action:</p> <ol style="list-style-type: none"> 1. ISU to prepare list of trainings and negotiate it with SDSUG. 	ISU
3.	<p>ND said that one of the priority is to convince EQE that there are no major changes in Electrical Engineering and Computer Engineering programs and no NEW accreditation is required, otherwise, if EQE asks for accreditation of the SDSUG-ISU programs, then ISU needs to apply for quota in December and it means that ISU should submit request during upcoming two months. Besides, there is one important issue which needs to be taken into account, recently it was decided that SDSUG will give ISU graduates from the joint program but before that ISU had applied for accreditation of Computer Engineering Georgian and English programs and it will look awkward for EQE if the same program is submitted for accreditation. So, ISU need support from SDSUG, MCA and MCC to prove that there is no need for accreditation.</p> <p>JK reminded ISU that they are encouraged to provide list of items they want to discuss with SDSUG and corresponding experts will be invited from SDSUG side.</p> <p>Actions:</p> <ol style="list-style-type: none"> 1. ISU to provide list of items they want to discuss with SDSUG. 2. SDSUG, MCA and MCC to support ISU on EQE accreditation issues. 	ISU/SDSUG/ MCA/MCC
4.	<p>ND talked on IEEE library subscription, she mentioned that it is one of the important items ABET experts requested from Universities for accreditation. But annual payment is high, it costs 24 000 USD. ABET and EQE experts suggested that it is a common practice creating library consortium of the Universities and making joint subscription to IEEE library. ND mentioned that she has already talked to the Director of Scientific Library, Mr. Garibashvili and he agreed on the idea. Despite the fact that other Universities also face the same problem, they do not cooperate due to the competition among them. JK</p>	Information/ISU

	<p>confirmed that during the Committee Meeting at GTU, HG called upon the members for cooperation with SDSUG partner Universities and not let the competition to prevent the process. JK also added that one member of each Transition Committees will be nominated to attend Committee Meetings of all three Universities.</p> <p>Action:</p> <ol style="list-style-type: none"> 1. ISU to nominate 1 candidate from the Program Transition Committee who will participate in all Committee meetings of Partner Universities. 	
5.	<p>The next topic of the discussion was sharing the spaces and assets by Partner Universities. The following questions and the concerns arose around this topic:</p> <ul style="list-style-type: none"> - Will spaces and assets be shared by Partner Universities only for SDSUG' programs or students of other programs may use them? - Can ISU use chemistry labs of TSU even if SDSUG does not have chemistry program at ISU? Precisely, expensive equipment was purchased for Chemistry and Bio-Chemistry programs of SDSUG, and only TSU has these programs, but other Partner Universities do not have the same programs. - How will the maintenance issues be managed in terms of sharing of spaces and equipment? <p>JK said that these issues are subject of negotiation and need to be worked on within the Committee. CK added that HG suggested to GTU Transition Committee Members to arrange sub-committees within the Committee and work on certain tasks, like one group will work on sharing the spaces, the second – on finances and etc. Each Program Transition Committee of partner Universities should prepare their views on the items related to Program Transition process.</p> <p>Action:</p> <ol style="list-style-type: none"> 1. ISU Program Transition Committee to start preparation of the document which will describe ISU's views on the items related to Program Transition process. 	ISU
6.	<p>HG, LT and CM joined the meeting.</p> <p>HG introduced SDSU professors to the audience. ND gave brief summary of the tasks which were discussed before the professors joined the meeting. She told that ABET foundation experts visited ISU recently and they discussed SDSUG programs transition issues. In 2019 ISU expects to have freshmen for Electrical Engineering and Computer Engineering programs. ISU will use graduates of joint programs and this may speed up the ABET accreditation process. ND mentioned that one of the problems underlined by ABET experts is not sufficient involvement of ISU professors in SDSUG teaching process. She asked LT, if it is possible to involve in SDSUG teaching process ISU professors who have vast experience working abroad. This will help ISU to show</p>	ISU/LT/HG

to **ABET** experts that transition process was smooth. **LT** confirmed that **ISU** can identify people who should provide resumes to **SDSU** and they might be invited to **SDSU** for training if there is a budget for next year. **HG** offered an alternative solution, he said that for courses which are subject to **ABET** accreditation, **ISU** faculty can be a team teaching or they might be put on roster as facilitators.

ND said that the second problem **ABET** expert pointed out is that **ISU** faculty needs to be involved the Capstone Project course. **CM** talked on Capstone Project. **LT** added that Capstone Project is divided into two parts, A and B. A is mostly lectures with small projects and **SDSU** is going to recruit some people from **ISU** in the fall.

ND asked the question on teaching materials. **LT** said that **SDSU** records all lectures, **SDSUG** has two instructors, primary and secondary instructors. Primary instructor is from **SDSU** and professor in Tbilisi gets the video lectures and plays them back, and answers questions from students. Primary and secondary instructors work together. Next year permanent instructors will be from Georgia and person in **SDSU** will be advisor. **LT** said that teaching materials are exactly the same as in **SDSU** and those materials are already provided. **LT** mentioned that once **ISU** professors are involved in the teaching process couple of times, then they will know what to do.

ND again raised the question on IEEE membership and E-library subscription. **LT** suggested that it's better to have student membership and make student branch as it will cost less. For this **ISU** need to have 1 or more IEEE faculty members and then **ISU** can create student branch. **ND** asked, if the student branch should be combined with other Universities' student branches. **LT** answered that usually it is done by individual University, but at least 12 students need to be members.

HG said that for the 5th cohort IEEE membership can be put in budget as there is money in MOU and ask **ISU** to provide price.

ND said that for IEEE E-library subscription **ISU** needs **HG** assistance as it should be coordinated among the three Partner Universities. **HG** confirmed that he will propose this issue and put it on Agenda of Partner Universities' Committee Meetings.

Actions:

1. **ISU** to identify people who will be involved in SDSUG teaching process and send their resumes to SDSUG.
2. **SDSU** to recruit some people from **ISU** in fall for Capstone Project.
3. **ISU** to create student branch for IEEE membership.
4. **ISU** to provide the price for IEEE membership to **SDSU** and **SDSUG** to put it in 5th Cohort budget.

	5. HG to propose consortium of three Partner Universities for IEEE E-library subscription	
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Questionnaire regarding maintenance practice and procedures

1. Does the University have written maintenance policy document?

The University's Statute determines the duties of each structural unit and the issues of maintenance are regulated by this Statute and Strategic Development Plan of 2018-2021 approved by the Academic Council on 09.03.2018 №010504/69.

Commented [JK1]: It if is available in English please send it to us. If not provide the Georgian version please.

2. Which service/department/unit is responsible for the maintenance of the immovable and movable property of the University?

Infrastructure Management and Maintenance Service is responsible for the immovable and movable property of the University. However, faculties and individual structural units have the obligation to prevent and avoid damages and loss of property (desks, furniture, inventory, organizational and etc).

3. What is the budget of such service/department/unit?

The Budget of the Infrastructure Management and Maintenance Service is the total amount of its staff salary, which is 73 000 GEL per month.

Commented [JK2]: For the human resources it is clear, but what about other resources necessary in the process?

4. Are the works carried out by the staff of the University or outsourced staff or company is involved?

The work is carried out by the staff of the Infrastructure Management and Maintenance Service. Service facilitates the elimination of minor injuries and some accidents, but if the work volume is large or its performance requires the special qualification such as: the tools, the transport, a physical person or legal entity is hired on the basis of the contract.

5. Please describe planned maintenance works carried out by the University (What is meant by the planned maintenance? Bring examples/describe such cases/works. How many persons are usually involved in such works? What is the schedule of such maintenance? What is the budget for such works? How much is actually spent on planned maintenance annually?)

Monitoring of real-life property during the year is held by the University's relevant specialists, as well as study of the issues raised by the heads of structural units. In case of necessity, repairing and maintenance of preventive works is planned. Precisely defective acts, preliminary orientation expenditure calculations and priorities are made to eliminate existing deficiencies and repair / preventive works. The infrastructure Management and Maintenance Service is entirely engaged

in the solution of these issues. In 2017, approximately 8 million GEL was spent on university construction and repair works.

Commented [JK3]: Please clarify, was the sum spent only on planned maintenance?

6. Please describe preventive maintenance works carried out by the University (What is meant by the preventive maintenance? Bring examples/describe cases/works that fall under the preventive maintenance. How many persons are usually involved in such works? What is the schedule of such maintenance? What is the budget of such works? How much is actually spent on preventive maintenance annually?)

The Study of technical condition of immovable and movable property is systematically is performed by the University's relevant specialists within the scope of their competence and in case of deficiencies, appropriate measures are carried out by their own forces. For instance, visual inspection of power and distribution capacities in training buildings, solutions of contacts and / Also, restoration / replacement of damaged doors, roof reinforcement, roof silicon processing, painting workshop replacement roof tires, removal of sanitary damages etc. The infrastructure Management and Maintenance Service is fully engaged in the solution of these issues.

7. Please describe reactive maintenance works carried out by the University (What is meant by the reactive maintenance? Bring examples/describe cases/works that fall under the reactive maintenance. How many persons are usually involved in such works? What is the budget for such works? What was actually spent on such works last year?)

Planning of reconstruction works, survey works, defective acts and drawing up tentative estimate calculation is made by relevant specialists of the university according to the Resolution 352 adopted on January 14, 2014 by the Georgian Government (Construction regulating Maintenance . Regulations and action recognition and approval.) Consequently, throughout the undergoing works is carried out systematic control and monitoring works quality, the scope and cost-estimate documentation. Determination of Tender participant companies documentation compliance with the Tender requirement.

Commented [JK4]: If available in English language please send it to us.

In 2017, approximately 8 million GEL was spent on university construction and repair works.

Commented [JK5]: The sum here has to be only for the reactive maintenance, please check (as in the previous section you have 8 million also)

8. Please describe emergency maintenance works carried out by the University. (What is meant by the emergency maintenance? Bring examples/describe cases/works that fall under the emergency maintenance. Is there separate sum allocated in the University's budget for emergencies? What was actually spent on such works last year?)

Urgent works are carried out in case of accidents, such as cable damage, water supply and sewage network and similar cases. In order to solve these problems, the relevant groups are engaged within the scope of competence, and if the work volume is large or its performance requires the special qualification such as: the tool, the transport, a physical person or legal entity is hired on the basis of the contract.

Commented [JK6]: The question is: how soon? Timing is important in such cases

9. How many people are employed by the service/department/unit responsible for the maintenance?

The staff of the Infrastructure and Technical Maintenance Service Schedule is 38, plus 203 contract-employees, including cleaners, assignors, commandants, plumbers, workers.

10. How are their functions divided?

The Service consists of agricultural, technical and general departments, as well as the architectural bureau. Functional division in the departments is based on the activities. There are architects, construction workers, workers, cleaners, assignors, carpenters, cleaning products, plastic and plastic equipment specialist, specialists of labor protection and safety equipment, the gardener, street cleaners.

11. Are there any sort of maintenance related instructions the service/department/unit responsible for maintenance has to follow?

Each specific position has a task list for the rights and obligations that each employee is familiar with and is obliged to protect and keep it.

12. Who/which service/department is in charge of monitoring the works carried out by the service/department/unit responsible for maintenance works? How is their productivity / work quality measured?

Implemented work is monitored by the management of the relevant Service within the scope of the competence. For example, electrical engineering is recruited by the head of the energy group, monitoring of construction work is carried out by the technical supervision team and etc.

13. Are their set repair times for any maintenance work?

All accidental damaged property is immediately reacted and repaired, but if the damage does not require urgent repair, the repair work is planned the same day.

14. Are the assets insured ? (please give details).

The University property is not insured.

15. What are the safety and security measures used by the University (please describe).

Safety norms are protected with the compliance standards. Workers regularly undergo proper technical instruction, electricians have the right to work in a transformer with a high voltage, fire-fighting system is installed in the library and there is an appropriate inventory in the buildings. Every building staircase cells are packed with evacuation plans.

Commented [JK7]: The question was: who monitors the work of that specific service? Who assesses the work done by "Infrastructure Management and Maintenance Service"? The head of the administration or who?

Commented [JK8]: What is the reason? Are you thinking of ensuring the property?

Commented [JK9]: What is it exactly? Bring examples such as for instance having fire extinguishers in every classroom, etc.

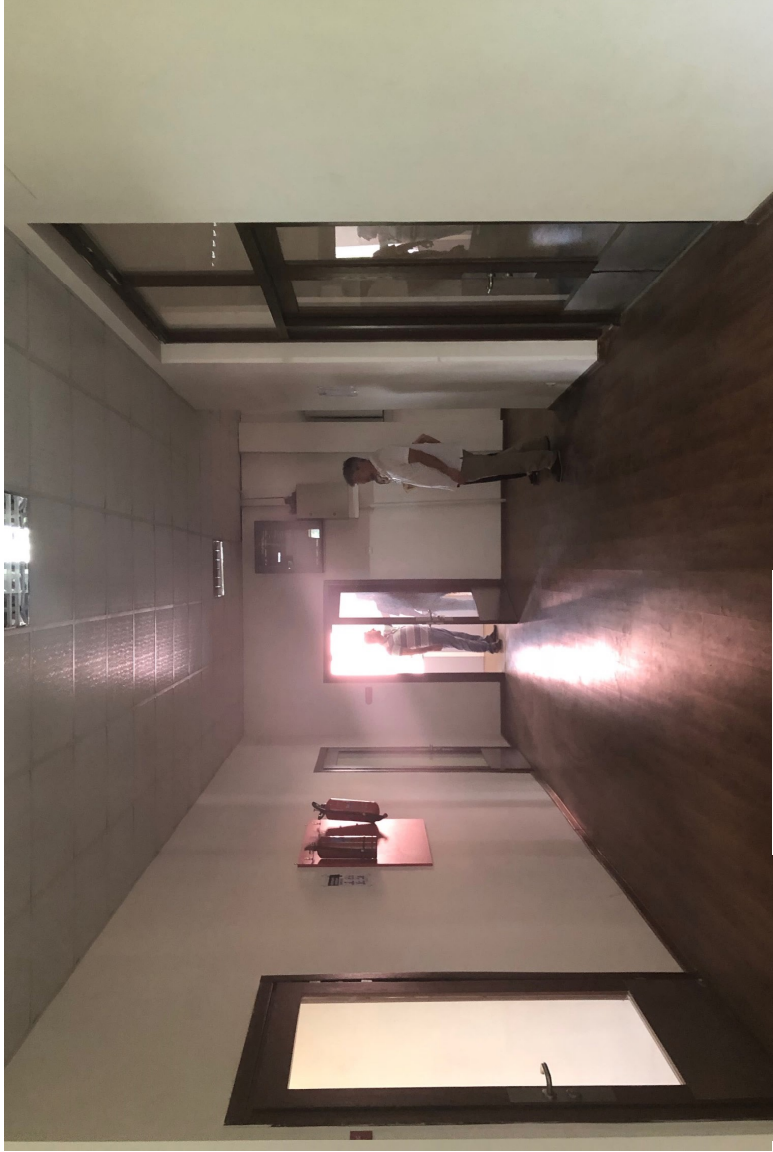
16. What/which works are carried out by the University respective staff and what is done by contracted entities (through the tender)? Please give details on tendering process, describe what is your experience, how long it normally takes, do they often fail?

Contractors mainly carry out pre-planned construction and repair works, as well as liquidation works that can not be performed by the respective Service staff's own power. After the decision of the concrete construction workshops, it takes approximately 1, 5-2 months to prepare Tender documentation and hold the Tender. The Tender failures are quite frequent.











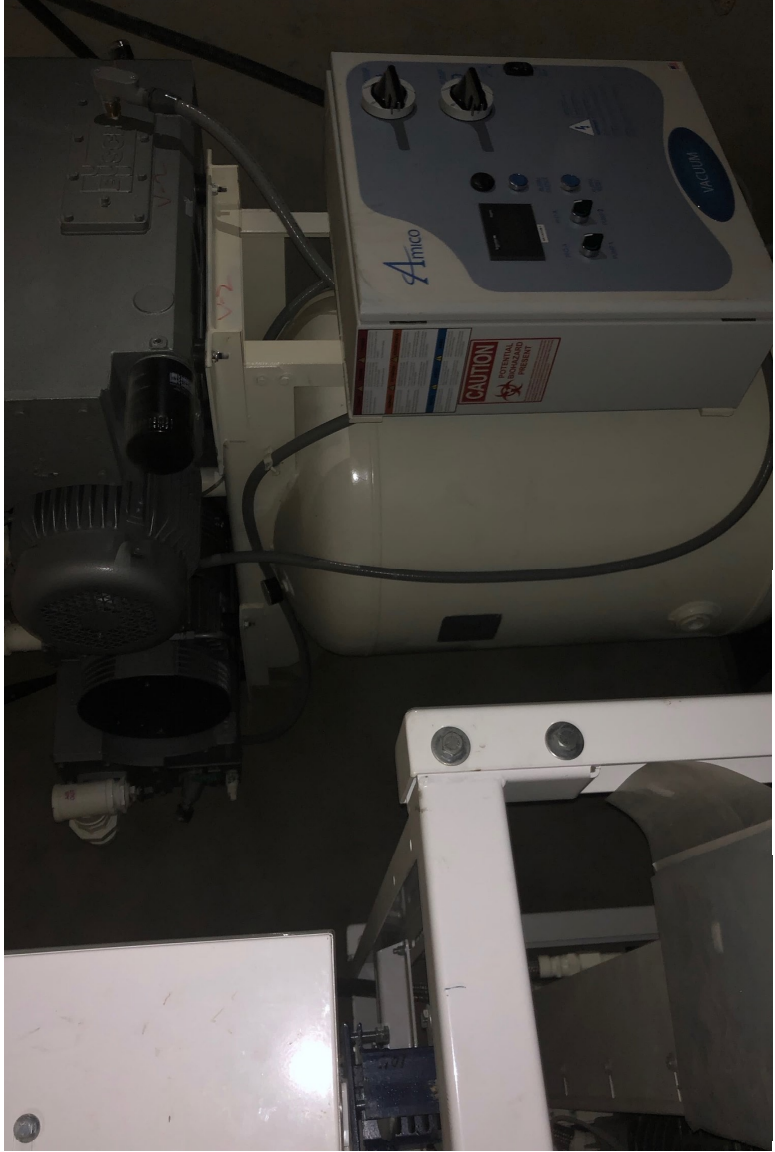




















2018

SDSU Georgia

June 30, 2018



**SAN DIEGO STATE
UNIVERSITY**

Georgia

**Enrollment Report and Budget
Fall 2018**

JUNE 2018

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I INTRODUCTION

I.1 Project Overview

The SDSU-Georgia program was initiated in July of 2014 under a 15-month contract to cover those activities prior to the enrollment of students. This period was referred to as the “pre-enrollment period.” This report is a requirement of the subsequent contract, initiated in October of 2015, which covers the remaining 45 months of the project. Currently we have three cohorts. The third cohort of students were enrolled in September of 2017.

I.2 Purpose of this document

This document is intended to provide a summary of the expected enrollment for the upcoming semester. The final enrollment will be summarized, along with academic outcomes, after the end of each semester in the Academic Course Delivery Report.

2 ENROLLMENT

2.1 Cohort I

In the Fall 2015 semester 86 students were enrolled in Cohort I, out of which 81 were active. Names, identification numbers, and other specific details were conveyed under separate cover for purposes of GRDF and Government of Georgia Lump Sum financing. From the Fall semester of 2015, there were a total of 2 students placed on academic probation. Students on academic probation must achieve a semester GPA above 2.0 for each semester in which they remain on academic probation status. They must bring their overall GPA for all coursework above a 2.0 cumulative within three semesters on academic probation. If they violate either requirement, they will be academically disqualified.

In the Spring 2016 semester, there were 84 students with their status active, one student on academic leave and one international student on medical leave. At the end of Spring semester 2016, we had 81 returning sophomores for Fall 2016, out of which 78 were active and 5 students were placed on academic probation. In the Fall 2016 semester we had 77 returning first cohort students and a total of 3 students were placed on academic probation. In the Spring 2017 semester, there were 75 active students, and two students on academic leave. Total number of students who left the program for medical/other reasons was four. There were no students on academic probation at the end of the Spring 2017 semester. In Fall 2017 there were 72 returning juniors with their status active. Three students departed the SDSUG program after transferring to SDSU home campus. Total number of active students at the end of the Fall 2017 semester was 69. Table I provides a summary of current enrollment data for cohort I.

Table I. First Cohort enrollment data

Major	Number of students
Electrical Engineering	15
Computer Engineering	38
Computer Science	1
Chemistry	10
Biochemistry	7

2.2 Cohort 2

In the Fall 2016 semester 126 students were enrolled in Cohort 2: 106 students through National Exams (NAEC); 5 students from high schools with IB or other international curriculum; 4 mobility students; and 11 international students. Between the end of the Fall semester of 2016 and the start of the Spring semester of 2017, we enrolled one new IB student, leading to a total of 127 students for cohort 2. At the end of the Fall 2016 semester, there were 17 students placed on academic probation. In the Spring 2017 only 2 of the 17 managed to be back to good standing. In Spring 2017 there were 123 active students, one student on academic leave, and three students left the program due to personal reasons.

In Fall 2017 there were 108 returning students due to the fact that 15 students placed on academic probation in Fall 2016 semester were disqualified at the end of the Spring 2017 semester. Three students are on academic leave.

Table 2 provides a summary of current enrollment data for cohort 2.

Table 2. Second Cohort enrollment data

Major	Number of students
Electrical Engineering	16
Computer Engineering	26
Computer Science	37
Chemistry/Biochemistry	27
Civil Engineering	1
Construction Engineering	1

2.3 Cohort 3 – New Enrollment

During the Fall semester of 2017, we enrolled a total of 207 new students, of which 194 were active. Number of students on academic probation at the end of the Fall 2017 semester was 44. Total number of students enrolled for the Spring 2018 semester is 186. Disqualification data will be available at the end of the Spring 2017 semester and presented in the next enrollment report.

Table 3 provides a summary of current enrollment data for cohort 3.

Table 3. Third Cohort enrollment data

Major	Number of students
Electrical Engineering	26
Computer Engineering	26
Computer Science	56
Chemistry/Biochemistry	36
Civil Engineering	24
Construction Engineering	18

2.4 Total Enrollment

As of this writing, with the return of 71 first cohort students, the addition of 108 second cohort students, and 186 third cohort students, the total student headcount in the Spring of 2018 was 365. This was comprised of 339 Georgian students and 26 international students.

2.5 Course Offerings

Course offerings and the academic calendar for Spring 2018 and Extended section is presented in Figure 1.

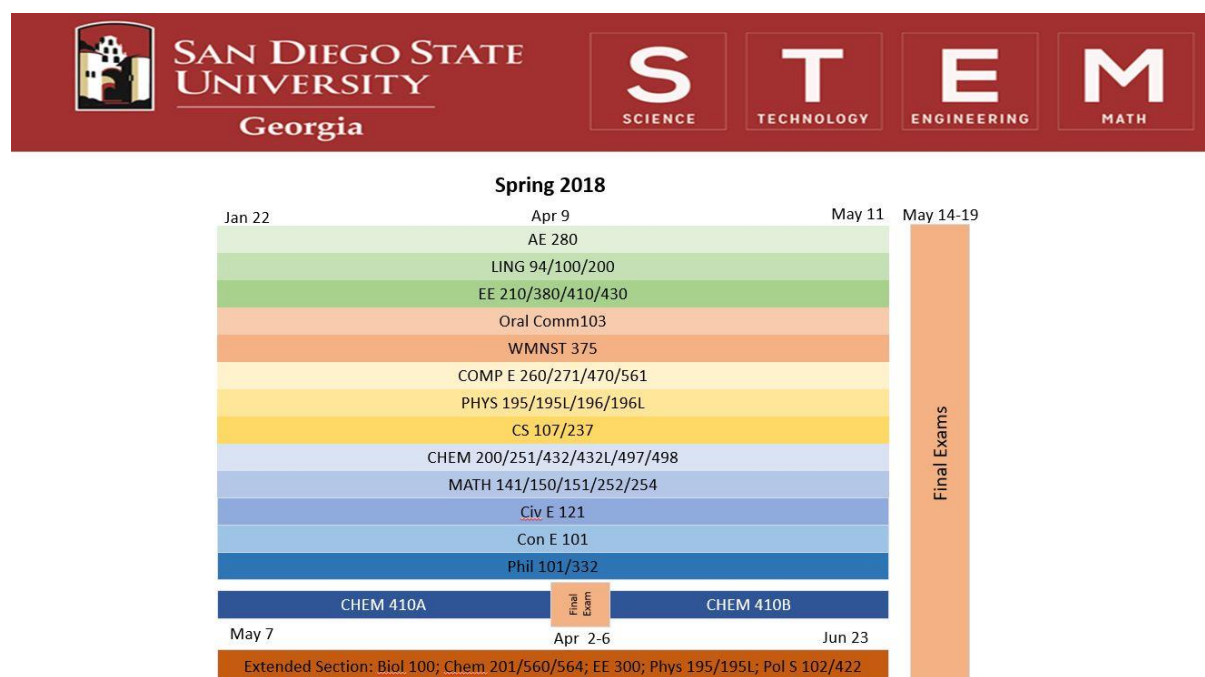


Figure 1. Course Offerings and Academic Calendar, Spring 2018

Enrollment in specific courses in the Spring 2018 varied by the level (junior versus sophomore versus freshman) and major, as well as the students' previous academic performance. A list of instructors for Spring, 2018 was provided in the Faculty Development Report.

Error! Reference source not found. and Table 6 show the list of courses offered for Spring 2018 and Extended Semester with the number of sections for each course; maximum number of students in each section and the names of the Georgian and SDSU instructors.

Table 7 shows the planned course offerings for Fall 2018 with the names of the Georgian and SDSU instructors.

Table 4. Course offerings for Spring 2018 semester

Course	Units	Number of Sections	Number of Students/section	Georgian Instructor	SDSU Instructor
AE 280	3	1	45	Alexander Meskhi	Alan Plotkin
Chem 200	5	4	20	Giorgi Jibuti	
Chem	5	2	16	Nino Kokiashvili	Chris Harrison

251					
Chem 432	3	1	26	Ana Goletiani	Douglas Grotjan
Chem 432L	1	2	12	Ana Goletiani	
Chem 410A	4	1	16	Giorgi Dalakishvili	
Chem 410B	3	1	16	Giorgi Dalakishvili	
Chem 497	2/3	1	13	Various Instructors	
Chem 498	1/3	1	16	Various Instructors	
Civ E 121A	3	1	44	Giorgi Chubinidze	
Comm 103	3	8	26	Mariam Nebieridze	Brianna Quintero
CompE 260	3	1	24	Magda Tsintsadze	Sweta Sarkar
CompE 271	3	2	20	Tinatin Davitashvili	Ken Arnold
CompE 470	3	1	45	David Chkhaidze	Amir Alimohammad
CompE 561	3	1	25	Magda Tsintsadze	Andrew Amack Scott
ConE 101	3	1	131	Michael Saunders	
CS 107	3	1	56	Magda Tsintsadze	
CS 237	3	1	37	Lela Mirtskhulava	
EE 210	3	1	41	Simon Nemsadze	Parisa Kaveh
EE 380	3	1	13	Simon Nemsadze	Reza Sabzehgar
EE 410	3	1	38	David Kakulia	Ashkan Ashrafi
EE 430	3	1	14	Nikoloz Abzianidze	Andrew Szeto
Ling 94	3	1	32	Ketevan Kalandadze	
Ling 100	3	2	24	Tinatin Tabidze	Pietera Pincock
Ling 200	3	5	30	Nino Jojua	Pietera Pincock
Math 141	3	1	37	Nino Manjavidze	
Math 150	4	3	34	Nino Manjavidze; Alexander Meskhi	
Math 151	4	1	57	Giorgi Chelidze	

Math 252	4	1	49	Giorgi Chelidze	
Math 254	3	2	45	Giorgi Chelidze; Alexander Meskhi	
Phil 101	3	1	22	Tamar Gogvadze (TA)	Kevin Siefert
Phil 332	3	3	37		Kevin Siefert
Phys 195	3	3	36	Alexander Shengelaia	
Phys 195L	1	4	27	Giorgi Tsitsishvili; Tamar Chelidze	
Phys 196	3	1	42		Matt Anderson
Phys 196L	1	2	21	Tamar Chelidze	
WMNST 375	3	1	59	Tamta Melashvili	

Table 5. Course offerings for Spring 2018 Extended Session

Course	Units	Number of Sections	Number of Students/section	Georgian Instructor	SDSU Instructor
Biol 100	3	1	66		Sandra Wiley
Chem 201	5	2	15	Giorgi Jibuti	
Chem 560	3	1	24	Marina Soselia	Peter Van Der Geer
Chem 564	2	1	11	Marina Soselia	Peter Van Der Geer
EE 300	3	2	25	Tinatin Davitashvili	Ken Arnold
Phys 195	3	3	36		Milton Torikachvili
Phys 195L	1	4	27	Giorgi Tsitsishvili; Tamar Chelidze	
Pol S 102	3	2	101		James Ingram
Pol S 422	3	1	108		James Ingram

Table 6. Course Offerings for Fall 2018

Course	SDSU Instructor/Mentor	Georgian Co-instructor
BIOL 100	Sandra Wiley	Magda Alania
BIOL 100L	Sandra Wiley	Magda Alania
BIOL 203		Magda Alania
BIOL 203L		Magda Alania, Natalia Dachanidze
CHEM 100		Giorgi Jibuti
CHEM 232		Ana Goletiani
CHEM 232L		Ana Goletiani
CHEM 410A		Giorgi Dalakishvili
CHEM 457		Giorgi Jibuti; Nino Kokiashvili
CHEM 497	Various Instructors	
CHEM 498	Various Instructors	
CHEM 520A		
CHEM 550	William Tong	Marina Soselia
CIV E 100		Michael Saunders
CIV E 220		Manuchar Shishniashvili
COMM 103		Brianna Quintero; Mariam Nebieridze
COMM 371		Brianna Quintero
COMP E 160		Tina Davitashvili
COMP E 270		Ia Mosashvili
COMP E 361		Magda Tsintsadze
COMP E 375	Baris	David Chkhaidze
COMP E 470L		David Chkhaidze
COMP E 475	Amir Alimohammad	David Chkhaidze
COMP E 496A		Archil Gvimradze, David Chkhaidze
COMP LIT (C LT) 270A		Irma Ratiani
COMP LIT (C LT) 470		Irma Ratiani
CS 108		Magda Tsintsadze
CS 310		Magda Tsintsadze
CS 370	Tao Xie	Ia Mosashvili
CON E 201		Michael Saunders
Econ 102		Irakli Murtskhvaladze
EE 210		Simon Nemsadze
EE 300	Ken Arnold	Tinatin Davitashvili

EE 310	Barry Dorr	Tsisana Gavasheli
EE 330		Nikoloz Abzianidze
EE 330L		Archil Gvimradze
EE 340	Gupta	Tamar Chelidze
EE 420	Lal Tummala	Ia Mosashvili
EE 440	Ege Engin	Giorgi Ghvedashvili
EE 458	Santosh Nagaraj	Ekaterine Abzianidze
EE 496A		Archil Gvimradze, David Chkhaidze
HIST 100		Leri Tavadze
LING 100A		Ketevan Kalandadze, Tinatin Tabidze, Tamar Matchavariani
LING 100B		Pietera Pincock, Ketevan Kalandadze, Tinatin Tabidze
LING 200		Pietera Pincock, Nino Jojua
LING 305W		Nino Jojua
MATH 141		Alexander Meskhi, Nino Manjavidze, David Natroshvili
MATH 150		Giorgi Chelidze, Alexander Meskhi, Nino Manjavidze, David Natroshvili
MATH 151		Giorgi Chelidze, Alexander Meskhi, David Natroshvili
MATH 245		Nana Odishelidze, Giorgi Chelidze
MATH 541	Peter Blomgren	Tinatin Davitashvili
ME 200		Michael Saunders
PHIL 101		Kevin Siefert, Tamar Gogvadze
PHIL 332	Peter Atterton	Kevin Siefert, Tamar Gogvadze
PHYS 195		Ekaterine Sanaia, Alexander Shengelaia
PHYS 195L		Tamar Chelidze, Giorgi Tsitsishvili
PHYS 196		Alexander Shengelaia
PHYS 196L		Tamar Chelidze, Giorgi Tsitsishvili
POL S 101		Khatuna Chapichadze
STAT 250		Petre Babilua
WMNST 101	Huma Ghosh	Nargiza Arjevanidze
WMNST 375		Nargiza Arjevanidze

3 EARLY ENROLLMENT

The early enrollment recruitment cycle started on September 1, 2017. Prospective students were asked to fill out on-line applications by mid-January (See Figure 2). As shown in Table 6, the application cycle was completed with 300 applications. Out of this pool, 21 prospective students were eliminated due to incomplete application, incomplete interview, or poor academic performance. Two hundred and seventy nine (279) prospective students were selected for interview. Fifteen (15) prospective students decided not to apply and were not interviewed. Twenty one (21) of these prospective students were disqualified after the interview due to poor English competence, very poor interview performance, or both.

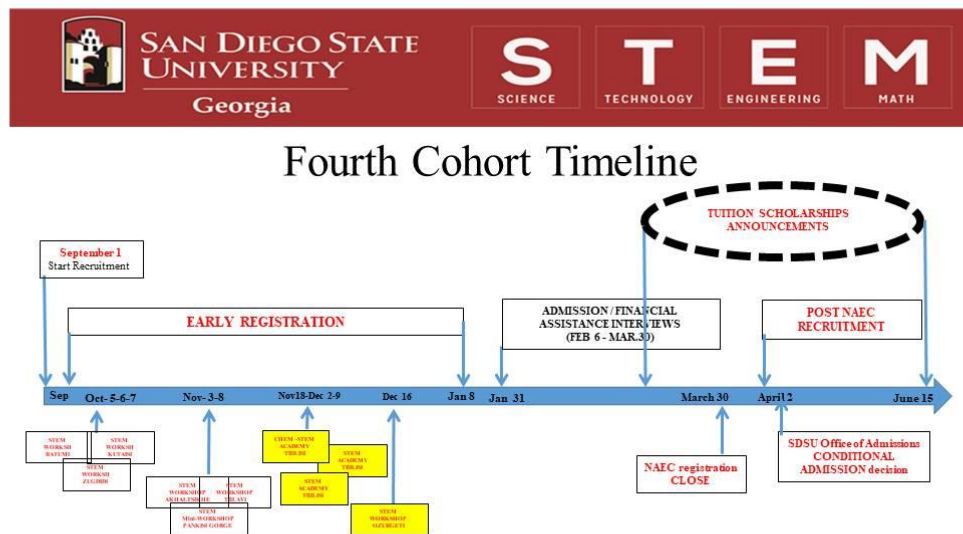


Figure 2. Early Enrollment Timeline for Fourth Cohort

Two hundred sixty four (264) applicants were interviewed. Two hundred and forty three (243) prospective students were found successful in the interview process. Thirty eight percent (38%) of these students were from the regions, 36% were women, and 3% had social vulnerability status with a score of 70,000. In addition to the 3%, there were 20% social support students in the fourth cohort who qualified for financial assistance based on other social support categories. This cohort also had 3% students from the IB programs. The student numbers have shown a good correlation with the data obtained from NAEC. **Table 7** provides a summary of these data, along with the numbers from a similar point in time for Cohort 3 for reference.

Table 7. Fall 2018 early enrollment data

SDSU-GEORGIA EARLY APPLICATION FINANCIAL AID SUMMARY		
	Third Cohort	Fourth Cohort
# of early applicants (Georgian)	238	300
Incomplete Applications/Interviews	34	21
Number of Interviews	204	264
Rejected (not qualified)	11	21
QUALIFIED STUDENT POOL - for Financial Aid offers	193	243

Regions	35%	38%	
Girls	31%	36%	
SV < 70000	3%	3%	
IB	2%	3%	
Accepted	176	243	
Rejected	17	0	
Family Co-pay	25%	25%	
NAEC Registration stats			
#I ranking	157	230	*information updated on June 30th
Post-NAEC score announcement attrition	18	23	(assumed %10 - more informed and focused third cohort)
Post-NAEC Exam recruitment (SMS students)	31	31	Assumed the same as last year
FOURTH COHORT GEORGIAN ENROLLMENT FORECAST			
	187	238	
FOURTH COHORT INTERNATIONAL ENROLLMENT FORECAST			
	20	10*	
GRAND TOTAL	207	248	

**SDSU-G's OFAC License expired on June 30, 2018, and for the 4th cohort, SDSU-G cannot enroll students from Iran. SDSU has not received a response for its application to renew its license. Original goal of 30 international students are revised as 10*

Compared to last year's early enrollment figures, we had a significant increase in "accepted offers" this year (from 200 to 230) from Georgian students, and the quality of the interviewed students was found to be quite high.

After the announcement of the NAEC raw scores, it is expected that some 10% of the prospective students will drop out due to lower than expected NAEC scores or opting to go to overseas universities, or other reasons. After the announcement of the NAEC raw scores, we plan to send SMS to top-scorers on NAEC exam, as this was successfully completed last year. We expect to attract a minimum of 31 new recruits (same as the number gained last year during the same period) from this process.

As for international students, as noted in Table 6, the absence of an OFAC license and the reduced emphasis on international recruitment, the expected enrollment of international student is 5-10. Even though the number of application on Apply CSU has significantly increased (over 100 international applicants from 15+ countries), the actual enrollment is expected to be less than ten (10). The increase in applications is, in large part, due to the fact that SDSU decided to defer the application fee of \$55 for international students. Second, 11th grade students that participated in the educational fairs from previous years (mostly from the Gulf States), did apply this year.

Overall, we forecast to enroll a grand total in the range of 220-250 students for our fourth cohort: 210-240 Georgian citizens, and approximately 10 international students. Currently, One Hundred and six (106) students have already filled Apply CSU on-line application.

4 BUDGET FOR FALL 2018

Table below summarizes the budget for the upcoming semester. This is presented in the same format as a breakout from the upcoming 12-month contract.

Category	October 28, 2015- June 30, 2017	July 1, 2017 - June 30, 2018	July 1, 2018 - December 31, 2018	July 1, 2018 - June 30, 2019	45 month Total
SDSU-Georgia					
Faculty Development and Operations	\$7,124,262.83	\$4,460,813.24	\$1,462,724.41	\$2,925,448.82	\$14,510,524.90
Lab and Instructional Equipment and Furnishings	\$2,959,193.13	\$1,491,356.82	\$190,000.00	\$2,080,437.85	\$6,530,987.80
Construction/Renovation Mgmt	\$300,568.86	\$292,724.12	\$183,986.75	\$367,973.50	\$961,266.48
Subtotal SDSU-Georgia	\$10,384,024.82	\$6,244,894.18	\$1,836,711.16	\$5,373,860.17	\$22,002,779.17
MCA-Georgia					
Construction	\$0.00	\$1,924,749.24	\$0.00	\$0.00	\$1,924,749.24
Renovation in Partner Universities	\$388,607.39	\$272,355.00	\$0.00	\$0.00	\$660,962.39
Subtotal MCA-Georgia	\$388,607.39	\$2,197,104.24	\$0.00	\$0.00	\$2,585,711.63
Total	\$10,772,632.20	\$8,441,998.42	\$1,836,711.16	\$5,373,860.17	\$24,588,490.80

Note: \$1,385,533 in "Construction" is funding for Ant Lab equipment to be purchased by MCA Georgia; funding reallocated from Faculty Development Operations

2018

SDSU Georgia

June 30, 2018



SAN DIEGO STATE
UNIVERSITY

Georgia

CAPACITY ENHANCEMENT REPORT

JUNE 2018

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I. Introduction

Georgia has a critical shortage of science, technology, engineering and mathematics (STEM) professionals, educated to current international standards, graduating from their institutions of higher education. To address this problem, the Georgian government through the Millennium Challenge Account- Georgia, with funding from the U.S. Millennium Challenge Corporation (MCC) contracted with SDSU to provide an American university education in Georgia focused on STEM disciplines that would improve human capital in the Georgian labor force. This type of preparation is intended to increase the number of high quality scientists and professionals for companies operating in Georgia, contribute to economic growth in Georgia, and enhance employment in companies requiring market-driven skills.

SDSU is approaching this project in partnership with Tbilisi State University, Ilia State University, and Georgian Technical University – the three premier public universities in Georgia – to provide Bachelor’s degrees in the country of Georgia. Using the facilities of these three universities, SDSU-Georgia will focus on STEM education to train an advanced workforce to meet the growing needs of Georgia. This program will meet SDSU standards for curriculum, faculty training, and accreditation. As with all SDSU Bachelor’s degrees, this program will also include general education to provide students with breadth in the liberal arts so necessary for an advanced workforce that will enhance the economy of the country. SDSU will be responsible for admissions, curriculum, quality of instruction, renovation of facilities, updating equipment and implementation of the program. In addition, SDSU-G is responsible for building capacity for the partner universities in STEM fields, and also to help them in acquisition of ABET accreditation.

Additionally, to ensure academic standards and to provide students with the necessary skills to pursue their studies at an American STEM University, SDSU will establish an English Language Center. All instruction will be in English. Because English is the international language of science, proficiency in English is required to read scientific literature, exchange ideas with international scientists, and participate in international scientific meetings.

SDSU is offering a variety of degrees and certificates based upon recommendations of the government of Georgia, and regular needs assessments from local industry advisors. The curricula and courses offered will be equivalent to those offered at SDSU home campuses. Courses are taught by SDSU faculty, adjunct faculty, and visiting faculty hired for their scientific and educational expertise. Degree offerings for 2017-18 academic year include: BS Computer Engineering; BS Electrical Engineering; BS Chemistry – Biochemistry; BS Computer Sciences, BS Civil Engineering; and BS Construction Engineering.

2. Capacity Enhancement Activities

One of the main objectives of SDSU Georgia's partnership with the three partner universities: Tbilisi State University, Ilia State University, and Georgian Technical University, is to build capacity within Georgian public universities to deliver high quality STEM education. Specific metric for the capacity enhancement was chosen as the ABET accreditation for the engineering STEM degrees, and ACS certification for the B.S. program in Chemistry / Biochemistry.

Progress of the ABET/ACS initiative has been presented in the May 2018 ABET Progress Report. Five programs at three partner universities, TSU, ISU, and GTU, are on the first track towards ABET accreditation, four programs at two partner universities (TSU, and GTU) are on the second track with an estimated opportunity for two TSU programs to go under ABET review in Fall 2019.

For American Chemical Society (ACS) certification of the Chemistry / Biochemistry program at TSU, an ACS Committee was formed at TSU, and inauguration meetings were held. Preparations for the installation of NMR equipment, a first in Southern Caucasus region, in the SDSU-G Chemistry lab at TSU, are successfully completed.

A detailed ABET / ACS progress report was submitted on May 15, 2018. This report provides a summary of the initiatives undertaken since May 15, 2018.

2.1 Readiness of selected STEM programs at partner universities for ABET review

In brief, ABET accreditation requires consideration of the programs according to eight (8) ABET criteria, which have been specifically targeted by the proposed curricula, including:

1. Students – the qualifications of the students that are accepted and the monitoring of their performance against graduation requirements.
2. Program Educational Objectives – the mission of the program and its consistency with the institution's mission, and the achievement of these objectives. This criterion requires a working relationship with industry and an Industry Advisory Board in order to establish objectives and to assess the degree to which graduates achieve them in practice after graduation.
3. Program Outcomes – program outcomes must be established to achieve the program's educational objectives, and performance must be assessed against them. This assessment is made via metrics that are established with both direct and indirect assessments. Culminating experiences are also incorporated in the assessment strategy.
4. Continuous Improvement – Metrics must be monitored over time and used to improve the curriculum in general.
5. Curriculum – program curriculum is defined to achieve the program outcomes, and the details of this connection must be established and maintained.
6. Faculty – the, qualifications, size and the composition of the faculty to meet the needs of the curriculum.
7. Facilities – the physical resources (classrooms, labs, offices) available to support the needs of the program.
8. Support – financial resources to allow faculty development and support services of the Departments providing these programs.

In mid May 2018, Dr. Joe Turner, Chair of the ABET Foundation team that reviewed partner university programs, presented ABET Foundation's findings, at the MCC Headquarters in Washington, D.C.. He provided results of ABET Foundation Team's second visit to Tbilisi (April 23 – May 1).

Primary objectives of the visit were identified as follows:

- Review four programs' relative readiness for an ABET accreditation review
- Make recommendations on actions needed to prepare each of the programs for an ABET review, preferably by the Fall of 2019
- Report on progress made since September 2017 review
- Do preliminary review of two GTU programs and four ISU programs
- Discuss future plans with NCEQE

General observations and conclusions of the reviews were summarized in an earlier ABET Progress Report submitted by SDSU-G to MCA on May 15, 2018.

2.2 Presentation to the Deputy Minister of Education and Science of Georgia

On June 20, 2018, Dean of SDSU Georgia, Dr. Halil Guven and MCA's Tertiary Education Director, Dr. Nodar Surguladze, presented the findings of the ABET Foundation to the Deputy Minister of Education and Science of Georgia, Dr. Aleksandre Tevzadze.

During the presentation, Dr. Guven presented the process of capacity building for the partner universities, status of the ABET initiative, faculty development, and reviewed the general conclusions of the ABET foundation. The purpose of the presentation was to request commitment from the Ministry of Education and Science to support the Georgian Public Universities (i.e., in particular TSU, GTU and ISU) through the process of ABET accreditation. To this end, a written assurance, and an ABET line item in the MOES budget, were requested from the Ministry.

The feedback from the Deputy Minister is that due to the uncertainty with the resignation of the Prime Minister of Georgia, and MOES being in transition, no written commitments can be guaranteed until the new government has been approved.

Presentation used at the meeting with the Deputy Minister of Education and Science of Georgia is attached as Appendix I.

2.3 Presentation to the TSU ABET Committee Members

On June 20, 2018 Dean of SDSU Georgia, Dr. Halil Guven presented the findings of the ABET Foundation visit on TSU programs to the TSU ABET Committee members. Dr. Nodar Surguladze and other MCA/MCC representatives were also present at this meeting. According to the ABET Foundation findings from their second visit, there are two immediate concerns related to TSU readiness for program accreditation:

- I. Institutional financial support to support the programs, given the low levels of government support for public universities and low tuition that can be charged – Since TSU relies mostly on external sources of support to make the laboratory improvements that are needed, there is lack of evidence that there will be sufficient continued support for maintaining and upgrading the facilities without continued external support.

2. Resources to ensure long-term operations and maintenance of infrastructure, facilities and equipment – Given that external support has been required for renovation, upgrading, and establishing new laboratories at three of the four programs reviewed, there was found to be no basis for expecting that sufficient resources to ensure long-term operations will be available.

TSU needs to allocate appropriate funds for maintenance and faculty development. The above issues should properly be addressed and support insured for the partner universities' Readiness Report due October 1, 2018. A letter of assurance from the MES to partner universities with specific support commitments may help alleviate these concerns. Such a letter may need to be included in the TSU ABET Readiness Reports for Computer Science and Electrical Engineering.

In addition, it will be very helpful if TSU Academic Council includes a line item in university's 2019 budget to support ABET. Including such a resolution of the Academic Council into the ABET Readiness report will help secure a positive readiness review from the ABET Headquarters.

2.4 Presentation to the GTU ABET Committee

On June 21, 2018 Dean of SDSU Georgia, Dr. Halil Guven, presented the findings of the ABET Foundation visit on GTU programs to the GTU ABET Committee.

In spring 2018, ABET Foundation conducted further review of GTU's two second-track programs, Civil Engineering and Electrical Engineering. In regard to these two programs, conclusions of the review are as follows:

Civil Engineering – New curriculum has not been submitted to EQE. Equipment for two labs and considerable safety improvements are needed. Overall progress since the previous visit has been considered substantial. Recommended ABET review timeline has been determined at 3-4 years.

Electrical Engineering – New curriculum has not been submitted to EQE. Updating and improving of the Communications labs and safety improvements have been suggested. Overall progress since the previous visit has been considered fair to good. Recommended ABET review timeline has been determined at 3-4 years.

ABET Foundation conducted preliminary review of three programs for GTU: Computer Engineering, Computer Science, and Construction Engineering. In regard to these three programs, conclusions of the preliminary reviews are as follows:

Computer Engineering and Computer Science programs – New programs are being prepared with both, English and Georgian language options. The current Informatics program with six options, including Computer Engineering and Computer Science, will be phased out and replaced by the new programs. The existing programs are a strong base on which to build. Earliest possible date for ABET accreditation review for the two programs was determined Fall 2022.

Construction Engineering – All efforts for this new program has been suspended until the new Civil Engineering program is well underway.

Recommendations for GTU has been communicated to the ABET Committee as presented in Appendix I.

2.5 Presentation to the ISU Rector

On June 22, 2018, Dean of SDSU Georgia, Dr. Halil Guven, presented the findings of the ABET Foundation visit on ISU programs to the ISU Rector, Dr. Giga Zedania. ABET Foundation conducted preliminary review of four programs for ISU: Civil Engineering, Computer Engineering, Computer Science, and Electrical Engineering. In regard to these four programs, conclusions of the preliminary reviews are as follows:

Civil Engineering program – The previously intended new program in Civil Engineering has been suspended so the current plan is to transition the SDSU Georgia Civil Engineering program to ISU. Further action is required on the decision on sustainability of the current plan.

Computer Engineering and Electrical Engineering programs – The previously intended new programs in Computer and Electrical Engineering has been suspended so the current plan is to transition the SDSU Georgia programs to ISU. The recommendation on the two programs is not to apply for ABET accreditation until ISU has independently produced a graduate of each program.

Computer Science program – A new program of ISU that is not related to SDSU Georgia. The curriculum is currently being developed to focus on the needs of Georgia for computer science practitioners. Current draft curriculum will need to be modified to be compliant with the ABET CAC criteria. Recommendation from the ABET Foundation team is for the new program to be submitted to EQE and get approval during the 2018-2019 academic year, allowing the first cohort of students to begin in the Fall of 2019.

Overall finding of the ABET Foundation team regarding ISU programs is that it is unlikely that any of these programs could be ready for ABET review before the Fall of 2022. Recommendations for ISU have been communicated to the Rector as presented in Appendix I. Potential support from the MOES, in the form of differential student funding formula, or a budget line-item in MOES's annual budget, to support ABET at ISU and other partner universities, were also discussed.

2.6 Presentation to the GTU Rector

On June 22, 2018 Dean of SDSU Georgia, Dr. Halil Guven, presented the findings of the ABET Foundation visit on GTU programs to the GTU Rector. MCA's Tertiary Education Director, Dr. Nodar Surguladze, also attended this meeting. Sustainability issues and potential support from the MOES, in the form of differential student funding formula, or a budget line-item in MOES's annual budget, to support ABET programs at GTU and other partner universities, were also discussed.

3. Closure

ABET Foundation's second visit report provides insights into improvements in each of ABET's eight (8) criteria. ABET Foundation's report pointed out that, there are significant improvements in all areas since experts visit in Fall 2017. However, attaining ABET accreditation is contingent upon demonstrating sufficient and adequate institutional support for the ABET programs. Specifically, Criterion #8, support and financial resources to allow faculty development and support services of the Departments providing ABET programs.

It should be noted that the following statements from the ABET Foundation report (May 2018, Task 1, page 4) points to a clear deficiency in institutional financial support:

1) Assess whether institutional financial support is adequate and sustainable to support the vision and the capacity building needed in the STEM programs.

“... there is no reason to expect that institutional financial support would be adequate or sustainable to support the programs, given the low levels of government support for public universities and the low tuition that can be charged. It appears that both GTU and TSU must rely on external sources of support to make the laboratory improvements that are needed, and there is no evidence that there will be sufficient continued support for maintaining and upgrading the facilities without continued external support”.

2) Assess what resources are in place to ensure long-term operations and maintenance of infrastructure, facilities and equipment.

“... that external support has been required for renovation, upgrading, and establishing new laboratories at three of the four programs reviewed, there is no basis for expecting that sufficient resources to ensure long-term operations will be available”.

In addition to the above two observations of the ABET Foundation, there are several sections in ABET Foundation Task 2 report (June 5, 2018, Task 2, pages 5, 13-14, 26) which point to clear deficiencies in institutional support.

Moreover, the ABET Foundation Task 2 report (June 2018, Task 2, page 32) concludes with the following statement

“The extensive work that remains to be done and the costs involved require a clear strategy and a clear implementation plan by the university administration. Although strong, even enthusiastic, administrative support was expressed at both GTU and TSU, there appears to be neither a clear strategy nor a clear implementation plan for completing the work or providing the costs at either university.”

The above may potentially short-circuit the whole ABET initiative of the partner universities. Unless the above are properly addressed, and institutional support is insured, TSU's Readiness Report (due October 1, 2018) should not be submitted.

A letter of assurance from the MOES alleviating above concerns may need to be included in TSU ABET Readiness Report when they submit their application to ABET before the deadline of October 1, 2018. Sustainability issues, and potential support from the MOES (in the form of differential student funding formula, and /or a budget line-item in MOES's annual budget) to support ABET programs at the partner universities, are sought after. SDSU-G is working with MCA to secure such assurances in the near future.



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ABET

at
Partner Universities

Talking Points for June 20, 2018



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The purpose of the SDSU-G partnership is to catalyze STEM education in Georgia

Objective 1:

Deliver high-quality STEM bachelor degrees from accredited foreign institutions in Georgia as SDSU degree programs are gradually transferred to Georgian public university partners when the partner universities achieve US and International accreditation for their own STEM programs

Objective 2:

Build capacity within Georgian public universities to deliver high-quality STEM education

Source: MCC-SDSU Contract, Appendix A, from Dalberg workshop



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ABET INITIATIVE

- **ABET First-track** is defined as the process of overlaying SDSU's existing, and accredited, curricula onto the framework already provided by the partner institution. Based on SDSU-G proposal, upon completion of new intakes (new cohorts) into these programs, SDSU-G will transition these programs to the partner universities (if they so desire agree).
- **ABET Second-track** is defined as the accreditation of existing Georgian language STEM programs at the partner universities. This track is intended to facilitate the accreditation of programs at the partner universities that do not bridge through the SDSU-delivered programs first. Though this is not in SDSU-G's Scope of Work, SDSU-G is assisting partner universities to obtain ABET Second-track accreditation for a few of their existing Georgian language STEM programs ("pilot programs"), for which they already have a number of graduates working in the industry.



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PU	First – track programs	Second – track pilot programs	Other (initiated by PU's for ABET review)
TSU	Computer Engineering	Computer Science Electrical Engineering	
GTU	Computer Engineering	Civil Engineering Electrical Engineering	Computer Science (BIG DATA) Biomedical Engineering
ISU	Computer Engineering Electrical Engineering Civil Engineering		Computer Science

ABET Second-track:

- Helped PU's in taking ownership, created urgency, raised awareness;
- Accelerated ABET acquisition by the PU's (possibility in 2019 /20 for some programs)




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Support of partner universities to acquire ABET

- All three partner universities established ABET Committees.
- PUs completed the first round of Preliminary Self-Studies which were reviewed by ABET Foundation.
- A delegation of 15 Georgian faculty members, were in San Diego in April (6-16) for ABET training at SDSU campus,
- Also to attend the Annual ABET Symposium (this year held in San Diego, 12-13 April).
- **Second round review by the ABET Foundation experts completed.**



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ABET Training in San Diego

3

SUSTAINABILITY

2018 ABET SYMPOSIUM | APRIL 12-13







ABET Symposium 2018 Participants *

TSU	ISU	GTU
<ul style="list-style-type: none"> • Nikoloz Melkadze • Giorgi Ghvedashvili ✓ • Tsisana Gavasheli ✓ • Manana Khachidze ✓ • Magda Tsintsadze ✓ 	<ul style="list-style-type: none"> • Giga Zedania ✓ • Nino Zhvania • Elene Zhuravliova • Nana Dikhaminjia • Giorgi Veshapidze 	<ul style="list-style-type: none"> • Giorgi Gigineishvili • Alexander Zedelashvili ✓ • Aleksander Davitashvili • Lali Khuntsaria • Konstantine Bziava

* All participated in ABET Pre-Symposium Fundamentals of Program Assessment Workshop (FPAW)

✓ - Prior visit to San Diego



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Faculty Development

- In Spring 2018, there were 6 Georgian faculty members at SDSU for training.
- Extensive visits.
- Co-teach, use equipment
- Teaching methods and approaches
- ABET training for 15 faculty mem.
- Next Faculty Development group will be in Spring 2019.
- **TOTAL TRAINED (including ABET) is 77.**



 SAN DIEGO STATE UNIVERSITY Georgia		S SCIENCE T TECHNOLOGY E ENGINEERING M MATH			
PARTNER UNIVERSITY	Program	ABET Track	Same as SDSU-Georgia Program	Approval for SDSU-Georgia Transition	Likely first opportunity for ABET review
TSU	Computer Engineering	First	Yes	Yes	Fall 2023
	Computer Science	Second	No	N/A	Fall 2019
	Electrical Engineering	Second	No	N/A	Fall 2019
ISU	Civil Engineering	First	Yes	Yes	Fall 2023
	Computer Engineering	First	Yes	Yes	Fall 2022
	Computer Science	N/A	N/A	N/A	Fall 2023
GTU	Electrical Engineering	First	Yes	Yes	Fall 2022
	Civil Engineering	Second	No	N/A	Fall 2022
	Construction Engineering	N/A	N/A	N/A	N/A
	Computer Engineering	First	Yes	Yes	Fall 2023
	Electrical Engineering	Second	No	N/A	Fall 2022
	Computer Science	N/A	N/A	N/A	Fall 2023

 SAN DIEGO STATE UNIVERSITY Georgia		S SCIENCE T TECHNOLOGY E ENGINEERING M MATH			
ABET accreditation is based on several criteria:					
<ol style="list-style-type: none"> 1. Students 2. Program Educational Objectives 3. Program Outcomes 4. Continuous Improvement 5. Curriculum 6. Faculty 7. Facilities 8. Support 					



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1) Assess whether institutional financial support is adequate and sustainable to support the vision and the capacity building needed in the STEM programs.

As indicated in (a) above, there is no reason to expect that institutional financial support would be adequate or sustainable to support the programs, given the low levels of government support for public universities and the low tuition that can be charged. It appears that both GTU and TSU must rely on external sources of support to make the laboratory improvements that are needed, and there is no evidence that there will be sufficient continued support for maintaining and upgrading the facilities without continued external support.

ABET Foundation report 2018 ABET Foundation report, May 2018, Task 1, page 4



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2) Assess what resources are in place to ensure long-term operations and maintenance of infrastructure, facilities and equipment.

This result is the same as that for (c) above. Given that external support has been required for renovation, upgrading, and establishing new laboratories at three of the four programs reviewed, there is no basis for expecting that sufficient resources to ensure long-term operations will be available.

ABET Foundation report 2018 ABET Foundation report, May 2018, Task 1, page 4

Readiness of **selected** STEM programs at public
Georgian universities for a review by ABET for possible
program accreditation.

ABET Foundation Findings
June 2018

Report from ABET Foundation Team visit to
Tbilisi 23 April – 1 May 2018

ABET Foundation Team:

Dr. Joe Turner, Team Chair
Professor Emeritus of Computer Science
Clemson University

Dr. Bill Highter
Professor Emeritus of Civil Engineering
University of Massachusetts Amherst

Dr. Franc Noel
Distinguished Engineer Emeritus
IBM Corporation

Primary objectives of visit

- Review four programs relative to readiness for an ABET accreditation review.
- Make recommendations on actions needed to prepare each of the programs for an ABET review, preferably by the fall of 2019.
- Report on progress made since September 2017 review.
- Do preliminary review of two GTU programs and four ISU programs.
- Discuss future plans with NCEQE.

ABET Foundation Team Visit Schedule

23 April – 1 May 2018

- 23-24 April (Monday-Tuesday): Team reviewed Civil Engineering and Electrical Engineering programs at GTU.
- 25 April (Wednesday): Team reviewed Computer Engineering, Computer Science, and Construction Engineering programs at GTU.
- 27 April (Friday): Team reviewed Civil Engineering, Computer Engineering, Computer Science, and Electrical Engineering programs at ISU.
- 30 April – 1 May (Monday-Tuesday): Team reviewed Computer Science and Electrical and Electronics programs at TSU.
- 4 May (Friday): Team leader meets with EQE representatives, makes summary presentation of findings to MCA-Georgia and others, and discusses future plans.

Work done in addition to review of four programs

- GTU: Conducted preliminary review of:
 - Computer Engineering, Computer Science, Construction Engineering
- ISU: Conducted preliminary review of:
 - Civil Engineering, Computer Engineering, Computer Science, Electrical Engineering
- Could possibly include further reviews of these programs if the team returns in April-May 2019

General observations for the four programs with complete reviews

- All have made good progress since the 2017 reviews, three have made very good progress.
- All still have a lot of work to do to implement adequate student outcomes assessment and continuous improvement processes.
 - More so at GTU than at TSU.

Review of GTU Civil Engineering (1)

- Curriculum:
 - A new program is being proposed, but has not been submitted to EQE.
 - The curriculum appears to be good.
 - Current program in construction engineering will continue.
- Facilities
 - Equipment is needed for two labs
 - Considerable safety improvements are needed in all labs

Review of GTU Civil Engineering (2)

- Summary:
 - The progress since the previous visit is substantial.
 - Having two faculty members, rather than only one, working on the self study and program development is beneficial.
 - Becoming prepared for an ABET review within 3-4 years is a reasonable objective.
 - But not sooner.
 - The level of administrative support is unclear.

Review of GTU Electrical Engineering (1)

- Curriculum:
 - A new program (Electrical Engineering) is being proposed, but has not been submitted to EQE.
 - The curriculum appears to be good.
 - Current program Power and Telecommunications Engineering will continue.
- Labs:
 - Communications labs need a good bit of work (updating and improving).
 - Safety improvements are needed.

Review of GTU Electrical Engineering (2)

- Bottom line:
 - Progress since the 2017 visit is fair to good. New coordinator has been involved for only two months or so.
 - Very little progress on producing a good self study.
 - Becoming prepared for an ABET review within 3-4 years is a reasonable objective.
 - But not sooner.
 - The level of administrative support is unclear.

Review of TSU Computer Science (1)

- Curriculum:
 - The revised curriculum appears to satisfy the ABET requirements.
 - Options for Georgian Language and English Language.
- Labs:
 - Lab facilities are fair.
 - Probably adequate for ABET accreditation.
 - A new server lab is in the procurement process.
 - Would improve the lab facilities substantially.

Review of TSU Computer Science (2)

- Faculty computing equipment appears to be old and marginally adequate.
- Status relative to an ABET review:
 - Plans continue for an ABET review in 2019.
 - Submission of preliminary self study for a Readiness Review in October 2018 is first step.

Review of TSU Electrical and Electronics Engineering (1)

- Curriculum:
 - The revised curriculum appears to be adequate.
 - Options for Georgian Language and English Language.
- Labs:
 - Generally in good shape assuming the scheduled additional lab materializes.
 - Need lab technicians.

Review of TSU Electrical and Electronics Engineering (2)

- Status relative to ABET review:
 - Plans continue for an ABET review in 2019.
 - Submission of preliminary self study for a Readiness Review in October 2018 is first step.

Summary/Conclusion for the four complete reviews

- The TSU programs started serious work before the GTU programs did, and it shows.
 - The decision by both GTU programs to “start over” with a new program appears advisable, especially so for Civil Engineering.
- Recommendations:
 - Proceed with plans to be prepared for a 2019 ABET review for the two TSU programs.
 - Work toward a later date for the two GTU programs.
 - After first graduates of new programs, possibly in 2021 or 2022.

What happens next

- Extensive reports, including specific recommended actions and timeline for each program, will be sent to MCA-Georgia by May 28.
 - MCA-Georgia can distribute the reports as desired.
 - A draft for review has been submitted.
- An additional report with more detailed plans and cost/effort estimates will be submitted by June 18.

Preliminary Reviews at GTU

- **Computer Engineering and Computer Science**
 - New programs for both of these are in preparation., with both English language and Georgian language options
 - The current Informatics program with six options, including Computer Engineering and Computer Science options, will be phased out and replaced by the new CpE and CS programs.
 - The existing CpE and CS options are a strong base on which to build.
 - Purpose of new, separate programs is to provide stronger identity with a program name and to update and modernize the current two options.
 - Earliest possible date for ABET accreditation review would be Fall 2022.

- **Construction Engineering**
 - It has been decided to suspend any effort on this new program until the new Civil Engineering program is well underway.

Preliminary Reviews at ISU (1)

- **Civil Engineering**
 - Work on the previously-intended new program has been suspended.
 - Preference now is to transition the SDSU-Georgia CE program to ISU.
 - This approach appears to be a good choice.
 - Further action awaits the decision on whether the SDSU-Georgia program can be transitioned to ISU.

- **Computer Engineering and Electrical Engineering**
 - Previous work to develop new ISU programs has been terminated.
 - The plan now is to transition the SDSU-Georgia programs to ISU.
 - The consultants' recommendation is not to try for ABET accreditation until ISU has independently produced a graduate of each program.

Preliminary Reviews at ISU (2)

- Computer Science
 - This is a new program, not related to the SDSU-Georgia program.
 - The curriculum is being developed to focus on the needs of Georgia for computer science practitioners.
 - Some work remains to modify the current draft curriculum to be compliant with ABET CAC criteria.
 - With some work, the new program could be submitted to EQE and possibly be approved during the 2018-2019 academic year, allowing the first students to begin the program in the fall of 2019.

Preliminary Reviews at ISU (2)

- It seems unlikely that any of these programs could be ready for an ABET review before the fall of 2022.
- ISU will need to implement student outcomes assessment and continuous improvement processes along with the new program curricula.
 - There is good support for this from the ISU QA office.
- New program development at ISU appears not to be hindered by traditional bureaucratic procedures, as is the case for the other two universities.
 - Because the programs are new, there is no resistance to change.
 - However, ISU has a history of not accomplishing its stated intentions relative to these programs.

Preliminary Reviews at ISU (3)

Summary table:

Program	Same as SDSU-Georgia Program	Approval for SDSU-Georgia Transition	Likely first opportunity for ABET review
Civil Engineering	Yes	No	Fall 2023
Computer Engineering	Yes	Yes	Fall 2022
Computer Science	No	N/A	Fall 2023
Electrical Engineering	Yes	Yes	Fall 2022

Additional concluding note

- All the universities would have substantial difficulties covering the cost of ABET accreditation.
 - ABET accreditation reviews are very expensive for programs outside the US.
 - For example, it could cost between \$70,000 and \$100,000 to have an ABET review of the two TSU programs.
 - About \$50,000 for the two GTU programs if done at the same time.

Total five-year cost that is estimated by the ABET Foundation team for each of the four programs is:

Program	New Costs	Existing Lab Maintenance	Total
GTU Civil Engineering	\$1,017,943	\$75,000	\$1,092,943
GTU Electrical Engineering	\$502,403	\$75,000	\$577,403
TSU Computer Science	\$181,275	\$75,000	\$256,275
TSU Electrical Engineering	\$340,395	\$62,395	\$340,395
Total	\$1 024 073	\$287 395	\$2 267 016

The extensive work that remains to be done and the costs involved require a clear strategy and a clear implementation plan by the university administration. Although strong, even enthusiastic, administrative support was expressed at both GTU and TSU, there appears to be neither a clear strategy nor a clear implementation plan for completing the work or providing the costs at either university.

Thank you!

Work Plan 30 May 2017

ID	Task Mode	Task Name	Duration	Start	Finish	17	May 7, '17	Jul 16, '17	Sep 24, '17	Dec 3, '17	Feb 11, '18	Apr 22, '18	Jul 1, '18	Sep 9, '18	Nov 18, '18	Jan 27, '19	Apr 7, '19	Jun 16, '19	Aug 25, '19	Nov 3, '19		
						M	F	T	S	W	S	T	M	F	T	S	W	S	T	M	F	T
1	★	Fall Semester 2018	70 days	Mon 9/17/18	Fri 12/21/18																	
2	★	Spring Semester	115 days	Mon 1/21/19	Fri 6/28/19																	
3	👉																					
4	★?	Program Awareness																				
5	★	Media Coverage of SDSUG Activities	247 days	Sun 7/1/18	Sun 6/9/19																	
6	★	Social Media coverage of SDSU G activitie	262 days	Sun 7/1/18	Mon 7/1/19																	
7	★	Social media campaigns	261 days	Sat 6/30/18	Sun 6/30/19																	
8	★	Publicity materials (General brochure, STEM cards, one pagers, etc)	262 days	Mon 1/1/18	Tue 1/1/19																	
9	★	Student Success stories	283 days	Thu 11/1/18	Sat 11/30/19																	
10	★	Website	262 days	Sun 7/1/18	Sun 6/30/19																	
11	👉																					
12	★?	Main Events																				
13	★	Convocation Ceremony 2018	1 day	Tue 9/18/18	Tue 9/18/18																	
14	★	SDSU Georgia Advisory Board Meeting	1 day	Wed 9/19/18	Wed 9/19/18																	
15	★	Science Fair 2018	22 days	Sat 9/1/18	Sun 9/30/18																	
16	★	Science Picnic 2018	23 days	Mon 10/1/18	Wed 10/31/18																	
17	★	PPPF launch anniversary event	22 days	Thu 11/1/18	Fri 11/30/18																	
18	★	Official opening of SDSU G new building at ISU	23 days	Tue 1/1/19	Thu 1/31/19																	
19	★	International Education Fair at Expo Georgia	20 days	Fri 2/1/19	Thu 2/28/19																	
20	★	Tbilisi Day in San Diego	22 days	Mon 4/1/19	Tue 4/30/19																	
21	★	SDSU Georgia Student project symposium	22 days	Mon 4/1/19	Tue 4/30/19																	
22	★	Annual Internship Fair	23 days	Wed 5/1/19	Fri 5/31/19																	
23	★	Commencement/Graduation Ceremony 2019	22 days	Sat 6/1/19	Sun 6/30/19																	
24	★	Public Lectures	262 days	Sun 7/1/18	Sun 6/30/19																	
25	👉																					
26	★?	Recruitment Support																				
27	★	Educatioin Fairs	23 days	Mon 10/1/18	Wed 10/31/18																	
28	★	Educatioin Fairs	20 days	Fri 2/1/19	Thu 2/28/19																	
29	★	STEM Academies	239 days	Wed 8/1/18	Sun 6/30/19																	
30	★	NAEC SMS	262 days	Sun 7/1/18	Sun 6/30/19																	
31	👉																					
32	★?	Stem Awareness																				
33	★	Social Media Campaigns (#IChooseSTEM, #STEMisCool #STEMCareers)	262 days	Sun 7/1/18	Mon 7/1/19																	
34	★	SDSUG Student Newsletter	196 days	Sat 9/1/18	Fri 5/31/19																	
35	👉																					
36	★?	Public Private Partnerships																				
37	★	Advisory Board Meeting	173 days	Sat 9/1/18	Tue 4/30/19																	

Project: MCA Work Plan 2017.0
Date: Tue 7/17/18

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
Summary		Inactive Summary		Manual Summary		External Milestone			

Work Plan 30 May 2017

ID	Task Mode	Task Name	Duration	Start	Finish	17	May 7, '17	Jul 16, '17	Sep 24, '17	Dec 3, '17	Feb 11, '18	Apr 22, '18	Jul 1, '18	Sep 9, '18	Nov 18, '18	Jan 27, '19	Apr 7, '19	Jun 16, '19	Aug 25, '19	Nov 3, '19			
						M	F	T	S	W	S	T	M	F	T	S	W	S	T	M	F	T	
38	★	One to one meetings	262 days	Sun 7/1/18	Sun 6/30/19																		
39	★	MoU/Scholarship Signing Ceremonies	262 days	Sun 7/1/18	Sun 6/30/19																		
40	★	Guest Speaker at SDSU	262 days	Sun 7/1/18	Sun 6/30/19																		
41	★	Presentations at Business/Employment Associations	173 days	Sat 9/1/18	Tue 4/30/19																		
42	★	Donor stewardship plan	262 days	Sun 7/1/18	Mon 7/1/19																		
43	👉																						
44	★?	Women's Participation																					
45	★	Women's Success Stories	262 days	Sun 7/1/18	Mon 7/1/19																		
46	★	WiSci Camp	23 days	Wed 8/1/18	Fri 8/31/18																		
47	★	Special events by SDSUG Empower Women Club	262 days?	Sun 7/1/18	Sun 6/30/19																		
48	👉																						
49	★?	Career Center and Student Support																					
50	★	Student Photo Contest	66 days	Mon 10/1/18	Mon 12/31/18																		
51	★	Student Projects	173 days	Sat 9/1/18	Tue 4/30/19																		
52	★	Career Development training	152 days	Thu 11/1/18	Fri 5/31/19																		
53	★	Job Fair	23 days	Wed 5/1/19	Fri 5/31/19																		
54	★	Internship announcements	262 days	Sun 7/1/18	Sun 6/30/19																		
55	★	Tours to the companies/organizations	262 days?	Sun 7/1/18	Sun 6/30/19																		
56	★	STEM Institute	22 days	Sat 9/1/18	Sun 9/30/18																		
57	★	Town hall meeting	173 days	Sat 9/1/18	Tue 4/30/19																		
58	👉																						
59	★?	Deliverables																					
60	★	Inception report (Updated Workplan, updated Recruitment Strategy)	11 days	Tue 7/17/18	Tue 7/31/18																		
61	★	6-Month Procurement Report submission	10 days	Wed 7/18/18	Tue 7/31/18																		
62	★	Quarter 1 Progress Report (Progress Meeting and related minutes; Academic Course Delivery and Progress Report for Fall 2016; Faculty Development Report)	12 days	Sun 9/16/18	Sun 9/30/18																		
63	★	Quarter 2 Progress Report (Progress Meeting and related minutes; Initial Enrollment Report for Spring 2018; Faculty Development Report)	9 days	Wed 12/19/18	Mon 12/31/18																		
64	★	Academic Course Delivery Report for Fall 2018	12 days	Fri 3/15/19	Sun 3/31/19																		
65	★	Quarter 3 Progress Report	9 days	Wed 3/20/19	Sun 3/31/19																		
66	★	Assessment of 2019 Cohort Viability	16 days	Mon 4/1/19	Sat 4/20/19																		

Project: MCA Work Plan 2017.0
Date: Tue 7/17/18

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
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						M	F	T	S	W	S	T	M	F	T	S	W	S	T	M	F	T
67	★	Progress Meeting (and related minutes); Capacity Enhancement Report for academic year 2017-18; Sustainability Plan for CY 2019-2020; Enrollment Report and Budget for Fall 2019;	12 days	Sun 6/16/19	Sun 6/30/19																	
68	★	2018 renovation progress report.	10 days	Thu 10/18/18	Wed 10/31/18																	
69	★	Reports of 2018 construction and Renovation activities.	10 days	Fri 1/18/19	Thu 1/31/19																	
70	★	Reports of 2019 YTD construction activity.	10 days	Thu 1/17/19	Wed 1/30/19																	
71	☛																					
72	★	2017 Renovations defect liability period	262 days	Sun 10/1/17	Mon 10/1/18																	
73	★	ISU New Building	375 days	Thu 3/1/18	Wed 8/7/19																	
74	★	Fit-out	220 days	Sun 4/1/18	Thu 1/31/19																	
75	★	Construction	9.7 mons	Thu 4/19/18	Tue 1/15/19																	

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Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
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