



SAN DIEGO STATE  
UNIVERSITY

Georgia

SDSU 222-10-2018

10/03/2018

Magda Magradze  
Chief Executive Officer  
Millennium Challenge Account – Georgia

Dear Ms. Magradze,

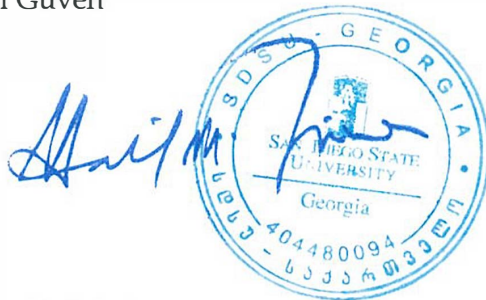
Please find enclosed herewith the Quarter 1 Progress Report for September 30, 2018, a deliverable for the provision of Degree Accreditation and Institutional Support Initiative for Science, Technology, Engineering, and Mathematics, as required per the contract.

Also attached is the invoice for Quarter 1 Progress Report for September 2018 on Agreement #122 Amendment No. 4 and the minutes of the October 2 meeting.

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

Sincerely,

Halil Guven



Dean, SDSU-Georgia  
San Diego State University  
Address: 5 Kostava Street, 3<sup>rd</sup> floor  
Tbilisi 0108, Georgia  
Office: +995 32 2311611  
Mobile: +995-555-768-269  
Email: hguven@sdsu.edu

*Handwritten signature and date: 6.10.2018*

*N 608*

*04.10.2018*



### Minutes of Meeting

**Project:** STEM Higher Education

**Subject:** Progress Report September 30, 2018

**Date-Time:** 2018/10/02 16:00–18:00 p.m.

**Location:** MCA conference room – 5 Kostava st.Tbilisi Georgia

**Prepared:** Ketevan Chubabria

**Issued:** 2018/10/03

**Attendance:**

<b>SDSUG:</b>	Halil Guven (HG) Nugzar Davitashvili (ND) Lado Kiknadze (LK) Elene Aladashvili (EA)	Gvantsa Kheladze (GKH) Irakli Vachnadze (IV) Kety Chubabria (KC)
<b>MCC:</b>	Jenner Edelman (JE)	Sonia Shahrighian (SS)
<b>MCA Georgia:</b>	Magda Magradze (MM) Nodar Surguladze (NS) Giorgi Kaladze (GK)	Keti Maminaishvili(KM) Elene Jibladze (EJ)
<b>DIST-SDSUG:</b>	Halil Guven (HG) Nugzar Davitashvili (ND) Lado Kiknadze (LK) Elene Aladashvili (EA)	Gvantsa Kheladze (GKH) Irakli Vachnadze (IV) Kety Chubabria (KC)
<b>DIST- MCA:</b>	Magda Magradze (MM) Nodar Surguladze (NS) Giorgi Kaladze (GK)	Keti Maminaishvili(KM) Elene Jibladze (EJ)
<b>DIST MCC:</b>	Jenner Edelman (JE)	Sonia Shahrighian (SS)

No.	Item Description	Action:
1.	<p><b>HG</b> started the presentation which consists of 11 parts:</p> <ol style="list-style-type: none"> <li>1. Enrollment and Academic Update</li> <li>2. Fourth Cohort Admissions</li> <li>3. 5th Cohort Update</li> <li>4. ABET / ACS Update &amp; Faculty Training</li> <li>5. President and SDSU Delegation Visit</li> <li>6. New Initiatives</li> <li>7. Community Relations and Development Update</li> <li>8. Student Life Update</li> <li>9. PPPF Update</li> <li>10. Construction – Renovations Update</li> <li>11. Procurement Status Update</li> </ol> <p><b>HG</b> began the presentation with the first item: <b>Enrollment and Academic Update</b>. He introduced the Fall 2018 courses and named the local and SDSU instructors for these courses. He mentioned that academic performance of Spring 2018 was the following:</p> <ul style="list-style-type: none"> <li>- 9 students maintain a perfect GPA of 4.00 (Cohort 1 – 1 student; Cohort 2 – 3 students and Cohort 3 – 5 students)</li> <li>- 106 students in the Dean’s list. Students with 3.5 or above GPA (Cohort 1 – 16; Cohort 2 – 34 and Cohort 3 – 56)</li> </ul> <p><b>HG</b> illustrated the numbers of enrollment by cohorts/PUs and current numbers by cohorts/PUs:</p> <ul style="list-style-type: none"> <li>- Cohort 1 (2015-2016) – 81 students. Current number – 63 students;</li> <li>- Cohort 2 (2016-2017) – 126 students. Current number – 102 students;</li> <li>- Cohort 3 (2017-2018) – 207 students. Current number – 158 students;</li> <li>- Cohort 4 (2018-2019) -230 students. Current number – 227.</li> </ul> <p><b>HG</b> said that number of students of Cohort 4 is 227 instead of 230. 2 students went overseas, two international students did not come (one Turkish student changed his mind and the American student is waiting for VA funding) and one late applicant from Chechnya applied later. <b>JE</b> asked about the current attrition rates by cohorts. <b>HG</b> pointed out that this information was not included in the report but would be communicated with her separately.</p> <p><b>Action:</b>  <b>HG to notify JE on attrition rates by cohorts</b></p>	<p><b>Information</b></p>



<p>2.</p>	<p><b>Fourth Cohort Admissions</b></p> <p><b>HG</b> presented the recruitment data per cohorts:</p> <ul style="list-style-type: none"> <li>- <b>Cohort 1</b> – 81 Georgian Students; 3 International Students; 65 males and 19 females; 27 Students with SV status; 57 Students from Tbilisi; 24 Students from regions; 61 students from public school and 20 students from private school.</li> <li>- <b>Cohort 2</b> - 115 Georgian Students; 11 International Students; 70 males and 56 females; 20 Students with SV status; 82 Students from Tbilisi; 33 Students from regions; 75 students from public school and 36 students from private school.</li> <li>- <b>Cohort 3</b> – 183 Georgian Students; 23 International Students; 145 males and 58 females; 39 Students with SV status; 127 Students from Tbilisi; 56 Students from regions; 130 students from public school and 53 students from private school.</li> <li>- <b>Cohort 4</b> – 223 Georgian Students; 4 International Students; 141 males and 86 females. 38 Students with SV status; 146 Students from Tbilisi; 77 Students from regions; 161 students from public school and 62 students from private school.</li> </ul> <p><b>JE</b> asked question about OFAC license. <b>HG</b> responded that <b>CSU</b> application is now closed and there is no spring semester enrolment for freshmen. <b>HG</b> added that he is asking main campus for special consideration for Spring 2019 admission, and hopefully it will work. <b>JE</b> asked to be informed on an update regarding OFAC license. <b>HG</b> responded that he is in communication with the main campus for an update on this. <b>MM</b> asked about the number of applicants from Iran. <b>HG</b> responded that 15 Iranian students expressed their interest to be students of <b>SDSUG</b> and could still apply if they have not already been placed elsewhere.</p> <p><b>HG</b> also gave a summary of new students who got 100% score in NAEC exams:</p> <p>English – 11 students  Math – 1 student  GA – 1 student (the only 1 in the country)  Chemistry – 2 students</p> <p>Scholarship distribution chart was presented to the audience by <b>HG</b>. He indicated that average percentage of scholarship is 80% and in total 227 scholarships have been offered to the students of Cohort 4. New Student orientation took place on 15-16 September, 2018.</p> <p><b>Action:</b>  <b>HG to notify JE on the status of OFAC license.</b></p>	<p><b>Information</b></p>
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<p>3.</p>	<p><b>5<sup>th</sup> Cohort update</b></p> <p><b>HG</b> updated the attendants on the quota of the 5<sup>th</sup> Cohort. He said that Cohort 5 will enroll up to 120 or 150 Georgian students in 4 degrees (instead of 2). The programs and quotas per PUs will be as follows:</p> <p>TSU - 55-80 students</p> <ul style="list-style-type: none"> <li>- Electrical Engineering –5 students;</li> <li>- Computer Engineering -20 – 25 Students;</li> <li>- Chemistry/Biochemistry – 30-50 students.</li> </ul> <p>GTU – 25-30 students</p> <ul style="list-style-type: none"> <li>- Civil Engineering – 5 students;</li> <li>- Computer Engineering – 20-25 students.</li> </ul> <p>ISU – 40 students</p> <ul style="list-style-type: none"> <li>- Electrical Engineering – 20 students</li> <li>- Civil Engineering – 20 students.</li> </ul> <p><b>HG</b> presented the chart of Recruiting Timeline of Fifth Cohort.</p> <p><b>JE</b> asked if <b>SDSU-G</b> is recruiting students in Zugdidi. <b>HG</b> responded that recruiting event will be at GITA building in Zugdidi. <b>JE</b> queried if students from Gali will be invited to attend the event. <b>HG</b> said that last year students from Gali were contacted by Nodar and Dali. <b>NS</b> confirmed inviting students from Gali for the Zugdidi STEM academy and asked for the date and time once confirmed.</p> <p><b>Action:</b>  <b>HG to notify NS on Zugdidi STEM Academy date and NS to invite students from Gali</b></p>	<p>Information/HG/NS</p>
<p>4.</p>	<p><b>ABET / ACS Update &amp; Faculty Training</b></p> <p><b>HG</b> presented to participants ABET/ACS Update. He stated that 77 faculty members were trained at SDSU, 15 of them got training on ABET and others - instructional trainings. Next Faculty Development group will be sent to SDSU in Spring 2019.</p> <p><b>MM</b> recommended to initiate transparent and competitive selection of faculty members nominated to be sent to SDSU. She also suggested SDSU-G to interview all finalists. <b>HG</b> said that the application will be opened on the webpage for later cohorts. He also pointed out that Vakhtang Balavadze and one more representative from Civil Engineering Department at GTU has already been selected for training and other partner universities will also nominate other candidates.</p> <p>As for <b>ACS</b> update, <b>HG</b> mentioned that ACS has not certified any program outside the US, our TSU- SDSU-G Chemistry/Biochemistry program will be the first. SDSU-G foresees initiation of the ACS certification for TSU by the end of 5th cohort. He also gave brief summary on tasks related to ACS:</p>	<p>Information/SDSUG/ HG/KC</p>



	<ul style="list-style-type: none"> <li>- TSU announced an ACS Committee on Feb 9.</li> <li>- 1<sup>st</sup> TSU - ACS Committee meeting was held in May 2018.</li> <li>- 2<sup>nd</sup> TSU - ACS Committee meeting was held today (Sept 21, 2018).</li> <li>- An English Language CHEMISTRY PROGRAM is proposed.</li> <li>- Assistant Professor Giorgi Jibuti to be nominated a coordinator of English language Chemistry Program at TSU.</li> <li>- To get the program approved by EQE by the end of the year</li> <li>- To have an ACS Regional Chapter registered in Georgia by the end of the year, with 10 ACS Professional members from each PU (TSU, ISU, GTU), and 15 paid student members from SDSU-G.</li> <li>- To organize an international ACS Symposium by ACS Regional Chapter (in collaboration with GCS, TSU, SDSU-G Student Chapter) in the 3rd week of April 2019. Three ACS Headquarters officers (President, and two others) will be invited to attend the Symposium.</li> <li>- ACS certification application will be submitted either in Fall 2020 (after graduating the second cohort), or Fall 2021 (after graduating the third cohort).</li> </ul> <p><b>MM</b> asked question about the date of EQE accreditation of English Language Chemistry Program at TSU. <b>HG</b> responded that the program will be submitted to EQE by end of the year, before the ACS symposium.</p> <p><b>HG</b> moved to ABET accreditation issues and mentioned ABET Readiness Report for Computer Science and Electrical Engineering programs at TSU are submitted, a site visit from ABET is expected in Fall 2019. He listed the programs in accordance with possibility of ABET acquisition:  <b>First Track Programs</b> » Computer Engineering at TSU; Computer Engineering at GTU; Computer Engineering at ISU; Electrical Engineering at ISU and Civil Engineering at ISU.  <b>Second Track Programs</b> » Computer Science and Electrical Engineering at TSU; and Civil Engineering and Electrical Engineering at GTU.  <b>Other (initiated by PU's for ABET review)</b> » Computer Science (BIG DATA) and Biomedical Engineering at GTU; Computer Science at ISU.</p> <p><b>HG</b> also added that 5 programs out of 12 programs will be the same as SDSU-G program and ABET review process of those 12 programs will start from 2019 to 2023.</p> <p><b>NS</b> pointed reminded <b>HG</b> that letters with homestay requirement are to be issued to all GRDF beneficiaries with a scholarship of 50% or higher. <b>HG</b> agreed that the letters will be prepared and sent out once the beneficiaries are nominated and confirmed.</p> <p><b>HG</b> provided the total five-year cost that was estimated by the ABET Foundation team for each of the four programs below:</p>	
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- GTU Civil Engineering - \$1,092,943
- GTU Electrical Engineering -\$577,403
- TSU Computer Science - \$256,275
- TSU Electrical Engineering -\$340,395

He noted that the Ministry of Education, Science, Culture and Sport has produced a letter confirming their support of ABET accreditation acquisition at TSU. The Ministry will provide 600'000 USD over the next five years to support TSU'S EE and Comp Science program ABET needs.

**SS** touched the issue related to TSU administration concerns on lack of information on program maintenance costs.

**HG** suggested to put this issue in Program Transition Committee Agenda.

**HG** conveyed **TSU** request to **MCA**. He said that **TSU** is working on self-study and they need to declare quota of English Language Computer Science program by November but if they are late they are asking for support to declare the quota later.

**NS** responded that **MCA** could offer the help within the legal framework. **HG** summarized that he will inform **TSU** to accelerate the process and **MCA** will do their best to help **TSU**.

Next topic of presentation was Program Transition Committee. **HG** said that all partner universities have established Program Transition Committees. Several meeting have already been held and some achievements have already been made. He also introduced a time schedule of transitioning of programs to participants.

**SS** and **MM** expressed interests on effectiveness of Program Transition Committee Meeting. They asked question how the tasks raised at the meetings are communicated with Rectors of the PU's. **MM** suggested to E-mail action items of the MoM to Rectors of PU's on regular bases and copy **MM** in the correspondences.

**Action:**

1. **SDSU-G** to initiate transparent and competitive selection process of Faculty Members for training at SDSU main campus.
2. **KC** to include Programs maintenance costs issue in TSU next Program Transition Committee meeting.
3. **HG** to E-mail action items of Program Transition Committee Meetings to Rectors of PU's and copy **MM** in correspondences.
4. **SDSUG** to send out letters with homestay requirement to GRDF beneficiaries with 50% or more funding.



<p>5.</p>	<p><b>President and SDSU Delegation Visit</b>  <b>HG</b> gave brief summary of SDSU President's visit to Georgia. The President and Senior staff of SDSU visited Georgia 17-22 September, 2018. The visit covered the following events:</p> <ul style="list-style-type: none"> <li>- TSU Program Transition Committee meeting, September 17, 2018</li> <li>- President meeting with the Empower Women Club of SDSU Georgia, September 18, 2018</li> <li>- Tour of the Georgian National Museum hosted by the General Director of the Museum, Dr. David Lordkipanidze, September 18, 2018</li> <li>- Mini Town Hall Meeting with Dean Eugene Olevsky and Dr. Lal Tummala, September 18, 2018</li> <li>- Mini Town Hall Meeting with Dean Eugene Olevsky and Chair Janusz Supernak, September 18, 2018</li> <li>- President along with the partners from MCC and MCA appeared on TV1, September 19, 2018</li> <li>- Convocation Ceremony 2018, September 19, 2018</li> <li>- Town Hall Meeting with the Students: President and SDSU Delegation, September 19, 2018</li> <li>- Tour of the ISU New Campus with ISU Rector and Vice Rector, September 19, 2018</li> <li>- President meeting the SDSU-Georgia staff, September 19, 2018</li> <li>- Advisory Board Meeting, September 19, 2018</li> </ul>	<p><b>Information</b></p>
<p>6.</p>	<p><b>New Initiatives</b>  <b>HG</b> introduced new initiatives in academic affairs:</p> <ol style="list-style-type: none"> <li>1. Faculty Handbook Finalized and Issued</li> <li>2. New Centre for Teaching and Learning (CTL)</li> <li>3. New Centre for IT (clinic)</li> <li>4. Syllabus Review and Harmonization</li> </ol> <p><b>HG</b> also introduced new Vice Dean of SDSU-G Dr. Nugzar Davitashvili with 25 years of experience as an educator in Atlanta - Georgia, moved back to Tbilisi – Georgia. He holds Ph.D. in STEM.</p> <p><b>HG</b> talked on Capstone Meeting and Employment opportunities for graduates, a Career Development Center is currently being established. This Center will focus on:</p> <ul style="list-style-type: none"> <li>-- equipping students with good self-presentation skills, and</li> <li>-- marketing students' skills to public and private partners.</li> </ul> <p>He also listed activities to create employment opportunities for graduates:</p> <ul style="list-style-type: none"> <li>• Students are trained in resume writing and job interviewing techniques by SDSU Georgia faculty and invited guests;</li> <li>• SDSU Georgia staff will be trained and dedicated to helping students find job/innovative project funding opportunities;</li> </ul>	<p><b>Information/SDSU-G</b></p>



	<ul style="list-style-type: none"> <li>• MoU's with public and private partners to create employment opportunities for students are being negotiated and executed;</li> <li>• Information on job openings and internships being directly communicated to students;</li> <li>• Annual JOB FAIR and internship fairs are being organized.</li> </ul> <p><b>MM</b> asked if she understood the meaning of Capstone Project cooperation with Business sector correctly, and reiterated how the business views this kind of partnership. She also underlined that the engagement of Business Sector can be increased if the partnership is presented to them in an interesting way. She suggested to arrange conference on Capstone Projects in order to raise awareness of Business representatives on Capstone Projects.</p> <p>There was a discussion on type of projects Capstone students should work on and HG suggested to talk to Lal Tummala (LT) and get his recommendation.</p> <p><b>Action:</b></p> <ol style="list-style-type: none"> <li>1. <b>SDSU-G to arrange a conference on Capstone Projects.</b></li> <li>2. <b>HG to get recommendation from LT on types of Capstone Projects for SDSU-G students.</b></li> </ol>	
<b>7.</b>	<p><b>Community Relations and Development Update</b></p> <p><b>EA</b> presented the important events that took place during July-September, 2018 and upcoming events for months October – November, 2018. She referred to IPN Media Monitoring information, and said that during the reporting period SDSUG was covered by all main media outlets in Georgia (TV, Radio, Print, and Online) 113 times. The coverage was positive or neutral.</p> <p><b>EA</b> provided data on SDSU-G Webpage and Facebook visitors:</p> <p><u>Web page</u>  Total users – 6146  Page view - 30,644  From desktop – 59.92%  From Mobiles – 38.09%  From Facebook – 645  Users visiting webpage directly – 1,565  Users from Google – 3,645</p> <p><u>Facebook Insights</u>  Total Post Reach: 183, 391  Page Likes: 20, 813 (+600)  Highest post reach – 48,900</p>	<b>Information</b>

	<p><b>EA</b> covered Public Private Partnership and listed activities implemented during the reporting period:</p> <ul style="list-style-type: none"> <li>- September 19 – Donors Appreciation Reception Ambassador’s residence.</li> <li>- September 20 – Imedi TV morning show appearance on the culture of giving.</li> <li>- September 21 – SDSU Georgia Advisory Board Meeting and Reception</li> </ul>	
<b>8.</b>	<p><b>Student Life Update</b></p> <p><b>HG</b> reintroduced to audience SDSU-G Associated Students Board and GEDSE summer research program outcomes.</p> <p>12 SDSU Georgia students were selected to conduct GEDSE research. Students chosen to take part in this session were granted full or partial funding to cover expenses to be incurred during their 4-10 week stay.</p> <p>SDSU Georgia selected 2 students to be funded as participants of the Student Exchange Program as a result of their high academic achievement (GPA 4.00).</p> <p><b>MM</b> asked if other students get information on achievements of those students who conducted GEDSE research. <b>HG</b> responded that SDSU-G keeps those students accountable and they will make presentation to other students.</p> <p><b>JE</b> asked about the possibility of Winter break research due to increased inquiries from the students. <b>HG</b> responded that there are no current plans to offer winter research to students but those with 4.0 GPA can request funding for a semester exchange.</p>	<b>Information</b>
<b>9.</b>	<p><b>PPPF Update</b></p> <p>May 1 – Advisory Board Meeting and Reception</p> <p>May 4 – SDSU-G Chemistry labs tour for leading pharmaceutical companies in Georgia hosted by Dr. Bill Tong</p> <p>May 5 – SDSU Deans delegation’s visit to the European school to provide STEM consultations</p> <p>June 7 – Annual Job and Internship Fair</p> <p>June – Walter Reed Institute Externship winners announced (Mariam Abramishvili and Ani Chakhrakia)</p> <p><b>PPPF status update:</b></p> <p>Total Committed - \$3,289,836</p> <p>Public - \$150,000</p> <p>Private – \$ 3,139.836</p>	<b>Information</b>
<b>10.</b>	<b>Construction – Renovation update</b>	<b>Information/SDSU-G</b>

	<p><b>IV</b> presented Construction and renovation part of the presentation. He informed audience that lift for Nuclear Magnetic Resonance (NMR) Device installed and delivery and installation of NMR finished. He also mentioned that security and access issues at <b>TSU</b> XI corridor has negotiated with <b>TSU</b> Administration. <b>TSU</b> Administration is going to install security alarm system and corridor will be open from 8 A.M. to 7 P.M.</p> <p><b>IV</b> talked on permanent elevator issues, he mentioned that <b>TSU</b> administration promises to include funds for installation of elevators in next year budget of <b>TSU</b>. <b>JE</b> pointed out that the elevator installation issue has been lingering for too long and asked if this specific issue will be discussed with <b>TSU</b>. After a short discussion it was decided to put red flag on <b>TSU</b> elevator issues and have special meeting with <b>TSU</b>.</p> <p><b>IV</b> presented the time schedule of <b>ISU</b> new building fit out.</p> <p><b>Action:</b>  <b>SDSU-G to prioritize TSU elevator installation issue and arrange special meeting with TSU administration.</b></p>	
<b>11.</b>	<p><b>Procurement Status Update</b></p> <p><b>HG</b> presented the information on following topics:</p> <ul style="list-style-type: none"> <li>▪ NMR Delivery/Installation/Startup</li> <li>▪ Replenishment for Chemistry and Electrical Engineering Laboratories</li> <li>- Chemistry 100/200/232/251/432 L - 10,675.00 GEL</li> <li>- EE 270/330 L - 7,000.00 GEL</li> <li>▪ Maintenance Contracts:</li> <li>- TSU CL - 1,849.00 € + 4,035.00 ₺</li> <li>- TSU II - 803.60 ₺</li> <li>- GTU II - 98.00 € + 1,676.80 + 401.80 ₺</li> <li>- Medical Technology – rate 5.4 Gel per kg.</li> </ul>	<b>Information</b>

*Minutes are issued in Electronic form to all the participants.*

*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.*