

Legal Entity of Public Law

Decree #434 of the Director of the National Center for Educational Quality Enhancement on Formation and Functioning of Sectoral Councils

17.06.2016

Tbilisi

Based on June 16, 2016 #700609 Work Memo by Coordinator of Programs Introduction Process under Program Supporting VET Qualifications Development of legal entity of public law National Center for Educational Quality Enhancement, 1st and 3rd parts of article 61 of General Administrative Code of Georgia and subparagraphs “g(3)” and “h” of article 5 of September 14, 2010 #89/5 Decree of Minister of Education and Science of Georgia on Approval of the Charter of Legal Entity of Public Law – National Center for Educational Quality Enhancement

I hereby decree:

1. Rules of Formation and Functioning of Sectoral Councils shall be approved in accordance with the attached annex.
2. July 13, 2015 #489 decree by the Director of the National Center for Educational Quality Enhancement on Approval of the Rules of Formation and Functioning of Sectoral Councils shall be annulled.
3. Office of Secretariat of the Center shall be tasked with informing stakeholders with the implementation of steps under law, including the present Decree.
4. The Decree can be appealed in Administrative Panel of Tbilisi City Court (address: 12th kilometer of David Aghmashenebeli Alley (#6), Tbilisi) in accordance with the rules set out by law.

Director:

Giorgi Sharvashidze

Annex

Rules of Formation and Functioning of Sectoral Councils

Article 1. Area of regulation

This document regulates the rules of formation and functioning of sectoral councils (hereinafter referred to as “Councils”)

Article 2. Goals, functions and directions of the Council activities

1. The goal of the Sectoral Councils’ activities is to support compatibility between VET and labor market.
2. Council’s functions are:
 - a) Identification of individual competencies within VET qualification(s) and formulation of recommendations;
 - b) Reviewing initiatives on the need to elaborate Framework Documents/modules of VET standards and/or VET programs and formulation of recommendations;
 - c) Reviewing the draft Framework Documents/modules of VET standards and/or VET programs or their modifications and formulation of recommendations;
 - d) Reviewing specifications of material resources in modules with a view to conducting state procurement and formulation of recommendations;
 - e) Reviewing and making decisions in connection with removal or modification of VET specializations in the “List of Directions, Sectors/Specialities, Sub-sectors/Specializations and VET Specializations” approved with December 10, 2010 decree #120/6 of Minister of Education and Science of Georgia on Approval of National Qualifications Framework;
 - f) Formulation of recommendations on lifelong learning and/or VET policies (according to specific sectors and within the concrete Council’s competence).
3. Competence of Sectoral Councils with regard to the issues they are entitled to review shall be defined in accordance with fields of education included in the International Standard Classification of Education (ISCED -2013).
4. 11 Sectoral Councils shall be formed with a view to implementing the activities described in paragraph 1 of this document:
 - a) Art, Education and Humanitarian Sectoral Council;
 - b) Social, Journalism and Mass Communication Sectoral Council;
 - c) Business, Administering and Law Sectoral Council;
 - d) Engineering Sectoral Council;

- e) Industry and Food Processing Sectoral Council;
- f) Construction and Architecture Sectoral Council;
- g) Information and Communication Technologies Sectoral Council;
- h) Agriculture, Forestry, Fishing and Veterinary Sectoral Council;
- i) Healthcare and Social Protection Sectoral Council;
- j) Service Area Sectoral Council;
- k) Transport Sectoral Council.

Article 3. Structure and rules of formation of the Sectoral Council

1. Each Council shall be comprised of at least 7 and not more than 9 members, their term of office shall be 2 years.
2. Council members are appointed and dismissed by the Director of the Center.
3. The following individuals and institutions can nominate candidates for Council membership to the Director of the Center based on the written application and/or public announcement:
 - a) Relevant state agencies connected with the concrete sector – 1 member;
 - b) Employers and/or their associations that represent one of the parties in the Social Tripartite Commission formed under October 7, 2013 #258 decree of Government of Georgia – 3 members;
 - c) Employees and/or their associations that represent one of the parties in the Social Tripartite Commission formed under October 7, 2013 #258 decree of Government of Georgia – 3 members;
 - d) Representatives of educational institutions that implement VET programs – 2 members.
4. Each Council shall have a chairperson, deputy chairperson and Council secretary, who are appointed on the basis of the decree issued by the Director of the Center.

Article 4. Activities of the Council members

1. Council member's functions are:
 - a) Participation in information seminars organized by the Center;
 - b) Participation in the discussion of issues that fall within the Council's area of expertise;
 - c) Participation in the Council meetings and decision-making process.
2. Chairperson of the Council:

- a) Chairs the Council meeting;
 - b) Signs the minutes of the meeting.
3. Responsibility of the Council Secretary is to maintain the meeting minutes and sign it.
4. Principles of the Council members' activities are:
- a) Impartiality;
 - b) Objectiveness;
 - c) Efficiency;
 - d) In-depth approach to the issues.
5. In case a Council member improperly fulfills his/or her functions defined under this article, including in case of failure to attend the Council meeting three times in a row without providing a valid reason, the Center is authorized to apply to the nominating body and ask that he/she be replaced.

Article 5. Council meetings

1. The Center shall call the Council meeting through the subjects indicated in paragraph 7 of this article.
2. The Council meeting is led by the Chairperson, in his/her absence – by his/her deputy, in case neither Chairperson nor the Deputy is available, the meeting shall be led by the person elected by the majority of the attending members. In case the Chairperson is unable to fulfill his/her functions, the Chairperson shall task one of the members of the Council with fulfilling those functions.
3. A Council meeting shall be considered duly authorized to make decisions if more than half of the members are present.
4. A Council member is obliged to recuse from participating in the decision-making process concerning the Framework Documents/modules of VET standards and/or VET programs in the elaboration of which he/she personally participated or whose initiator he/she was.
5. Council meetings are closed. Based on the Council decision it is possible to invite representatives of national or international associations/unions or nongovernmental organizations working in the relevant sectors to the verbal hearings so that they can also take part in the discussions.
6. Framework Document and/or module of the VET standard and/or VET program is forwarded to the Council members for review at least 5 days before the verbal hearing.
7. Draft Framework Document and/or module of the VET standard and/or VET program elaborated under Program Supporting VET Qualifications Development (hereinafter referred to as "Program") and/or modifications thereof shall be presented to the Council by the Program Manager and/or person(s) delegated by him/her.
8. Qualifications Management and Non-formal Education Division and Program of the Center shall provide administrative support to the Council.

Article 6. Council's decisions

1. The Council shall make decisions through open voting with the majority of votes from the attending members. In case of equal distribution of votes, the Chairperson's vote shall be decisive.

2. The Council shall make one of the following decisions:

a) Positive recommendation on approval of the VET standard, modification of the VET standard or annulment thereof;

b) Negative recommendation on approval of the VET standard, modification of the VET standard or annulment thereof;

c) Positive recommendation on approval/modification/annulment of Framework Document and/or module of VET program;

d) Negative recommendation on approval/modification/annulment of Framework Document and/or module of VET program;

e) Refusal to extend the validity period of the VET standard;

f) Removal of VET specializations from the "List of Directions, Sectors/Specialities, Sub-sectors/Specializations and VET Specializations" approved with December 10, 2010 decree #120/6 of Minister of Education and Science of Georgia on Approval of National Qualifications Framework;

g) Modification of VET specializations in the "List of Directions, Sectors/Specialities, Sub-sectors/Specializations and VET Specializations" approved with December 10, 2010 decree #120/6 of Minister of Education and Science of Georgia on Approval of National Qualifications Framework;

h) Elaboration of proposals and recommendations indicated in subparagraphs "a", "b", "d" and "f" of paragraph 2 of article 2 of this document for the Director of the Center.