

**MINISTRY OF EDUCATION AND SCIENCE
OF RUSSIAN FEDERATION
TOMSK STATE UNIVERSITY**

ORDER

29.06.2015 г.

№ 436 /OD

On creation of Center of Advanced
Materials and Technologies as a
structural division of TSU research
department

In order to realize the TSU competitiveness enhancement Program among the leading World research-educational centers and based on decision of TSU Academic Council form 24.06.2015 Protocol №7

THE ORDER:

1. Create the structural division «Center of Advanced Materials and Technologies» as a structural part of TSU research department. Code – 66024
2. Vice-Rector for research I.V. Ivonin is responsible for control of this order execution.

Rector



E.V. Galazhinskiy

MINISTRY OF EDUCATION AND SCIENCE OF RUSSIAN FEDERATION
Federal State autonomous educational institution of higher education
«National Research Tomsk State University»

APPROVED
By the decision of Academic Council
of Tomsk State University
from 24 of June 2015 г.
Protocol № 7

PROVISION

on the Center of Advanced Materials
and Technologies
of Tomsk State University

Tomsk
2015 г.

1. GENERAL PROVISIONS

1.1. «Center of Advanced Materials and Technologies» (Named hereinafter Center) is a structural division of research department of Tomsk State University (Named hereinafter as University).

1.2. Full name: Center of Advanced Materials and Technologies.

1.3. Brief name: «Center of materials» of TSU.

1.4. Address: 634050, Tomsk, Lenina ave, 36.

1.5. In its activity Center is guided by the Federal Law “On education in Russian Federation”, typical provision on educational institution of higher professional education (higher educational institution), other acting legislation, legislation of RF, TSU Charter and this Provision.

1.6. The Center is not a legal entity.

2. AIM OF CREATION AND KINDS OF ACTIVITIES OF THE CENTER

2.1. Aim of creation and activity of the Center is provision of the world level of the educational and research activity of Tomsk State University in the field of technologies of new functional and constructive materials obtainment, its research jointly with the leading research organizations and network research consortiums involving the leading foreign and Russian scientists.

2.2. The following actions are related to the educational activity of the Center:

2.2.1. Development of the programs of applied bachelor programs, master and PhD programs, including programs taught in English, including programs of professional training under joint supervision of Russian and foreign scientists, joint network programs with foreign partners.

2.2.2. Development and realization of the modular programs of professional development of TSU research-pedagogical staff in development of interdisciplinary project competencies and development of international educational programs.

2.2.3. Development of manuals (text books, educational and methodical manuals) in the areas of the Center’s activity.

2.2.4. Conduction of research-educational schools, conferences and seminars in the areas of the Center’s activity.

2.3. The following actions are related to the research activity of the Center:

2.3.1. Organization and support of international network research projects jointly with the leading foreign and Russian universities and research organizations, including projects headed by invited scientists.

2.3.2. Conduction of research in the Center’s subject area taking into account the priority international and Russian areas of fundamental and applied researches, results of industry sector forecasts of scientific-technological development.

2.3.3. Interaction with the leading domestic and foreign educational and research institutions on issues of provision of high academic mobility and internationalization of research-pedagogical staff.

2.3.4. Involvement of PhD students, doctoral students, MSc and PhD to work in the Center’s research area, including persons having an experience in the leading World educational Centers.

2.3.5. Assistance in preparation of master, PhD and doctor dissertations in the field of research subject of the Center, using Center’s material and technical base.

2.3.6. Organization and conduction of all-Russian and international research actions.

2.3.7. Preparation of joint publications with foreign scientists, and also interaction with groups of foreign educational and research organizations related to the exchange and citation of published scientific-technical information.

2.3.8. Publication of scientific proceedings in publications included into the international bases of scientific citation, including «Web of Science» and «Scopus».

2.3.9. Participation in coordination of publishing and scientific edition of TSU scientific journal «Vestnik of TSU. Chemistry», and also other subject scientific journals.

2.3.10. Execution of research projects in fundamental and applied researches in the framework of actions of the Federal aimed programs, Russian and international scientific funds.

2.3.11. Initiation of consortiums activity in order to organize the effective interaction of research, educational, production and other organizations in the subject of preparation and realization of applied research programs.

2.3.12. Expert support of the monitoring and scientific-technological forecast of the subject areas corresponding to the areas of the Center's activity.

2.4. Profit-making activity of the Center is making consultation services, execution of works on the order of real sector economy companies and R&D Centers of the big companies. Profit-making activity is realized by the Center in order provided by the University Charter.

2.5. Kinds of activity which are to be licensed, Center realizes on the base of licenses, obtained by TSU.

3. STRUCTURE OF THE CENTER

3.1. According to the areas of activities the structural divisions could be made in the Center in order provided by the University Charter.

3.2. Structural divisions of the Center act according to the provision on the division, in order provided by the University Charter.

4. MANAGEMENT OF THE CENTER

4.1. Collegiate and consultative body of the Center is the Council of the Center. Functions, order of forming and work of the Council are defined by the provision on the Council.

4.2. Chairman of the Council

4.2.1. Provides coordination of the Center Council in order to develop strategic tasks of the Center and its completion;

4.2.2. Jointly with the members of the Council works out and approves research-educational areas of the Center and development strategy;

4.2.3. Provides an effective work of the Center in the framework of existing strategic tasks;

4.3. Executive body of the Center is the Direction headed by the director. Functions, order of forming and work of Direction is provided by Provision on Direction.

4.4 Director of the Center is appointed by the order of the University rector, made on the base of the labor contract made in the written form.

4.5. Director of the Center reports to Vice-Rector for Research and realizes his rights according to the job description and this Provision:

4.5.1. Provides organization of work of the Center staff according to this Provision, Provision on the Council, Provision on Direction.

4.5.2. Provides safety of confidential information in documents.

4.5.3. Signs and vise documents in the framework of his/her competence.

4.5.4. Makes propositions to TSU management on promotion of Center staff members and disciplinary penalty to the staff members who made disciplinary offense.

4.5.5. According to the power of attorney, given by the University rector, represents the University in relationships with physical persons and legal entities, including governmental bodies according to the kinds of activity provided by this Provision.

4.5.6. Makes orders in the areas of Center's activity which are obligatory for execution by Center staff members.

4.5.7. Controls execution of planned obligations and quality of works made by the specialists of the Center.

4.5.8. Provides effectiveness of the Center's work.

4.5.9. Provides compliance with regulative requirements, completeness and quality of Center's documents processing, respects required schedule and its approval.

4.5.10. Manages of Center's money according to the plan of economic activity, approved by the University rector.

4.5.11. Director of the Center provides according to the acting law on labor safety execution of requirements of the laws for creation of the safe labor and training conditions and responsible for it.

5. PROPERTY AND FUNDS OF THE CENTER

5.1. Activity of the Center is realized on the base of Federal property fixed for the University on the right of operative management. Property of the Center is accounted on the University balance.

5.2. Funds of the Center are formed from the following sources:

- subsidies of the budgets of different levels;
- incomes from all kinds of activities provided by this statement;
- funds of domestic and foreign grants and programs;
- funds, given to the Center by physical bodies or legal entities as a donations or according to the bequest;
- any other kinds of sources not contradicting to the RF legislation.

5.3. If the case than Center property is forming at the expense of attracted funds of the third parties or funds given by the third parties to the Center may lead to imposing any obligations on the University, it is necessary to have a preliminary agreement of the University rector for getting of such property.

5.4. Funds, obtained by the Center are spent according to the plan of economic activity, approved by the University rector.

5.5. Accounting, personnel and statistics accounting is realized by the appropriate divisions of Tomsk State University.

6. INTERNATIONAL RELATIONS OF THE CENTER

6.1. In the framework of its activity Center makes collaboration with educational and research organizations of Russia and foreign countries, develops external relations according to the law of the Russian Federation and international treaties and agreements.

6.2. Research collaboration of the Center includes:

- conduction of joint researches and development of projects in the basic areas of research activity of the Center and interdisciplinary researches;
- attraction of foreign investments and grants in realization of research and educational projects;
- mutual exchange, training and study-visits of research, pedagogical staff, joint scientific supervision of doctorates, PhD, PhD students, students working and studying in the Center;
- holding of joint international conferences, seminars, business meetings;
- joint publications according to the results of conducted researches;
- joint preparation of monographs and textbooks to publication.

7. CESSATION OF ACTIVITY OF THE CENTER

7.1. Cessation of activity of the Center is made in the order provided by TSU Charter.

7.2. University is liable for the debts of the Center.

8. CHANGES AND AMMENDMENTS

8.1. Changes and amendments into this Provision are made in order provided by TSU Charter.

List of approvals

Of provision on the Center of Advanced Materials and Technologies -
structural division of research department of Tomsk State University

APPROVED

Vice-Rector for academic affairs



V.V. Demin

Vice-Rector for research



I.V. Ivonin

Chief accountant



G.N. Nagaeva

Head of planning and financial department



O.G. Vasilieva

Head of personnel department



Z.V. Sapozhkova

Head of legal department



I.A. Kotlyar

Head of research department



T.S. Krasnova

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Structure and system of management of activity
«Center of Advanced Materials and Technologies»

Tomsk
2015 г.

System of activity management
Structure of the Center of Advanced Materials and Technologies

№ №	Name of structural division	Affiliation of structural division
1	Laboratory of catalytic research	TSU
2	Laboratory "Polyfunctional chemical materials"	TSU
3	Laboratory of high strength crystals physics	TSU
4	Interdisciplinary laboratory of computer modeling and analysis of condensed mediums	TSU
5	Laboratory of characteristics of substances in extreme conditions	TSU
6	Interdisciplinary laboratory of multi-leveled dynamic analysis of materials and constructions	TSU
7	Laboratory of structural transformations physics	TSU
8	Laboratory of high-energy and special materials	TSU
9	Laboratory of physical-chemical analysis methods	TSU
10	Siberian Physical-Technical Institute	TSU
11	Engineering chemical-technological Center	TSU
12	Tomsk regional center of shared access to research equipment	TSU
Partners of the Center		
13	Institute of problems of chemical-energetic technologies of SB RAS	RAS
14	Innovation-technological Center of RAS "Chernogolovka"	RAS
15	Institute of metal science and physics of metals named after G.V. Kurdumov	RAS
16	Institute of inorganic chemistry of SB RAS	RAS
17	Institute of organic chemistry of SB RAS	RAS
18	Institute of physics of strength and material science of SB RAS	RAS
19	«LLC NIOST»	
20	Institute of catalysis named after Boreskov SB RAS	RAS
21	Institute of oil chemistry of SB RAS	RAS
22	Institute of general and inorganic chemistry of RAS	RAS
Foreign partners		
23	Linköping University	Foreign partner
24	University of Oulu (Finland)	Foreign partner
25	University of Berkeley (CIHA)	Foreign partner
26	Swansea University (Great Britain)	Foreign partner
27	Brunel University	Foreign partner
28	The National Academy of Sciences of Belarus	Foreign partner
29	Heilongjiang University of Chinese Medicine(China)	Foreign partner
30	Dalian Institute of Chemical Physics (China)	Foreign partner
31	Industrial Chemistry of the University of Messina (Italy)	Foreign partner

System of activity management of the Center of Advanced Materials and Technologies

Center of advanced materials and technologies

