

SHYMKENT UNIVERSITY



Faculty of Science and Humanities

“APPROVED”
Dean of the Faculty of Natural Sciences and
Humanities Candidate of Chemical sciences,
docent B.M. Shingisbayev
«27» _____ 2021, yr.
гуманитарлық
ғылымдар
факультеті

**Annual plan of educational and methodical work
Department of Chemistry and Biology
for the 2021-2022 academic year**

Discussed at the department meeting

Protocol No 1 2021 «26» 08

Approved at the meeting of the Methodological Council of the Faculty

Protocol No 1 2021 «27» 08

I. PLAN OF EDUCATIONAL AND METHODOLOGICAL WORK OF THE DEPARTMENT

№	Work in progress	Term of performance	In charge	Completion form
1	Discussion, approval of the composition and work plan of the educational and methodical commission of the department	August	Master, teacher Sultanova Sh.Zh.	
2	Approval of work programs, syllabuses, calendar and thematic plans of disciplines studied in 2021-2022 academic year	August	Teaching staff	
3	Preparation of a thematic methodology for the subjects taught by the optional component	August	Teaching staff	
4	Approval of the list of disciplines taught at the department in 2021-2022 academic year	August	Head of the department	
5	Confirmation of the theme and managers of theses of graduate students	September	Head of the department	
6	Discussion of results in the rating week, preparation and holding of the examination session, summing up the results	All year round	Head of the Department, Teaching staff	
7	Evaluation of the performance of the faculty of the department on the schedule of mutual attendance	March	Master, teacher Sultanova Sh.Zh.	
8	Confirmation of scientific leaders of students, control over publication of their works	December	Candidate of Technical Sciences, Senior Lecturer Tuleshova K. T.	
9	Hearing the report on the work of the department for the first half of 2021-2022 academic year	December	Head of the department	
10	Participation in educational seminars, conferences	All year round	Teaching staff	
11	Preparation of examination tickets, test questions for state examinations	April	Head of the department	
12	To the republican student subject Olympiads 6B01503 (5b011200) -Chemistry, 6B01504 (5B011300)-Biology, 6B05101 (5B060700) - Biology	April	Teaching staff	
13	Hearing of the annual report on the work done by the department in 2021-2022 academic year	June	Head of the department	
14	The direction of highly rated professors, teachers of the department for the exchange of experience in universities of the far, near abroad and Kazakhstan on the credit system of education	All year round	Head of the Department, Teaching staff	

II EDUCATIONAL AND METHODOICAL WORK

2.1 Publication of textbooks, teaching and teaching aids, methodological guidelines, electronic teaching aids

№	Name of authors	Job title	Type of EML	Publication volume, pr.	Language of publication	Date of publication
1. Textbook						
1	Shimelkova R.Z.	Theory of evolution	Textbook	9,0	english	december, 2021 yr.
2	Bitursin S.S.	Methodical manual for laboratory classes «High molecular compounds»	Textbook	9,0	english	march, 2022 yr.
3	Rysbayeva G.A.	Адам және жануарлар физиологиясы	Textbook	10	kazakh	march, 2022 yr.
4	Yegemberdieva S.Z., Myrzayeva G.B., Boranbayeva L.R., Shynaliyev A.A.	Тұрмыстық химия	Textbook	10,5	kazakh	december, 2021 yr.
5	Esaliyeva Z.R. Boranbayeva L.R.	Жаратылыстану негіздері	Textbook	7,5	kazakh	february, 2022 yr.
6	Zhanteeva A.T., Yegemberdieva S.Z.	Жас ерекшелік физиологиясы және мектеп гигиенасы	Textbook	11,0	kazakh	february, 2022 yr.
7	Iztleuve G.M.	Biofuel	Textbook	6	english	may, 2022 yr.
2. Educational-methodical manual						
1	Zhumadulaeva A.I.	Комплексные соединения	educational-methodical manual	4,5	kazakh	may, 2022 yr.
2	Baiduysenova T.U.	Дәрілік өсімдіктер	educational-methodical manual	7,0	kazakh	november, 2021 yr.
3	Baiduysenova T.U.	Адам анатомиясы	educational-methodical manual	7,0	kazakh	november, 2021 yr.
4	Kydyrbayeva A.E.	Молекулалық биология	educational-methodical manual	3,0	kazakh	may, 2022 yr.
3. Lecture collection, methodological guidelines						
1	Tuleshova K.T., Ashirbayeva S.B.	Химия пәнінен зертханалық жұмыстарды орындауға арналған	methodological guidelines	2,5	kazakh	december, 2021 yr.
2	Ashirbayeva S.B.,	Орнитология пәнінен тәжірибелік	methodological	2,5	kazakh	december, 2021 yr.

	Kenesova A.P.	жұмыстарды орындауға арналған	guidelines			
3	Sultanova S.H.	Адам анатомиясы зертханалық жұмыс тарды орындауға арналған	methodological guidelines	2,5	kazakh	december, 2021 yr.
4. Electronic textbook						
1	Kistaubaev E.I., Yegemberdieva S.Z., Myrzayeva G.B.	Химиялық технология	electronic textbook	7,0	kazakh	february, 2022 yr.

2.2 Conducting educational and methodological seminars

№	Full name of teaching staff, post	Subject	Time of the event
1	Doctor PhD, senior lecturer Bitursin S. S.	Use of the Web of Science database and modern scientometric methods	october, 2021 yr.
2	Candidate of Agricultural Sciences, senior lecturer Tlegenova K.B.	Topical issues of training of professional biologists	march, 2022 yr.
3	Candidate of Chemical Sciences, Associate Professor Iztleuov G.M.	Basics and problems of teaching science disciplines by innovative method	april, 2022 yr

2.3 Quality Assurance and Open Learning

a) Mutual attendance of the faculty of the department

№	NAME TEACHING	Sept	Oct	Nov	Dec	Feb	March	Apr	May	Methods of teaching the discipline used
1.	Zhumadulaeva Alisa Isaevna	L/3,6								case-method, dialogue with the audience
2.	Bitursin Saule Serikovna		P/4,5							communicative method
3.	Isaeva Akmaral Umirbekovna			L/5,7						innovative technology
4.	Kydyrbayeva Aigul Elemesovna				L/9,11					business play, innovative technologies

5.	Tlegenova Kulaysh Beisenbayevna					L/2,12				communicative method, quiz lesson
6.	Rysbayeva Galia Altynbekovna						L/6,9			case-method, dialogue with the audience
7.	Kazybayeva Alima Tasbolatovna							L/2,10		communicative method, quiz lesson
8.	Sanyazova Akhlima Zhakanshakyzy								L/4,12	communicative method, dialogue with the audience
9.	Iztleuv Gani Moldakulovich			L/1,5						case-method, dialogue with the audience
10.	Mambetova Lazzat Maratovna					P/3,9				communicative method, dialogue with the audience
11.	Myrzayeva Gulzada Boranbayevna						L/8,10			business play, innovative technologies
12.	Shimelkova Rosa Zhumakyzy							P/5,11		presentation
13.	Baiduysenova Togyan Uldarbekkyzy	L/3,6								business play, innovative technologies
14.	Tuleshova Kulzeynep Tuleshovna		P/4,5							communicative method, quiz lesson
15.	Tuganbayeva Zaure Seitkhalieva			L/5,7						case-method, dialogue with the audience
16.	Kistabayeva Ulbosyn Kudratovna				L/9,11					communicative method, quiz lesson
17.	Boranbayeva Laura Rahmanovna					L/2,12				communicative method, quiz lesson
18.	Kenesova Akmaral Perdebayevna						P/6,9			case-method, dialogue with the audience
19.	Ashirbayeva Saltanat Bibatrovna							L/2,10		communicative method, quiz lesson
20.	Sultanova Sholpanai Zhumalikizi	P/9,1							P/4,12	business play, innovative technologies
21.	Mamytova Ayaköz		P/2,12							case-method, dialogue with


Mansurovna									the audience
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b) Plan of open teaching staff lessons

№	NAME TEACHING	Date, venue	Subject name	Open Lesson Type	Lesson topic
1.	Candidate of Technical Sciences, Senior Lecturer Tuleshova K.T.	19.10.21 yr., 325 classroom	Chemistry	Lecture (information)	Fundamentals of chemical kinetics. Chemical reaction rate
2.	master, teacher Kenesova A.P.	10.11.21 yr., 325 classroom	Ornithology	Practical lesson (practical analysis)	Birds living next to humans
3.	Candidate of Agricultural Sciences., Associate Professor Kydyrbayeva A.E.	16.11.21 yr., 330 classroom	Genetics	Lecture (information)	The genetic code, its basic properties. Realization of genetic information in a cell
4.	master, teacher Sultanova Sh.	09.12.21 yr., 330 classroom	Human anatomy	Laboratory activity (laboratory analysis)	Sense organs
5.	Candidate of Agricultural Sciences, senior lecturer Shimelkova R.Z.	14.02.22 yr., 330 classroom	Physiology of development of schoolchildren	Lecture (information)	Anatomy and physiology of sensory systems
6.	Candidate of Agricultural Sciences, senior lecturer Tlegenova K.B.	11.03.22 yr., 325 classroom	Olymdicter	Lecture (information)	Synthesis and transport of organic matter in plants
7.	master, senior lecturer Myrzayeva G.B.	13.04.22yrg., 330 classroom	To the lady of biology	Practical lesson (practical analysis)	Male reproductive system

Head of the department

Responsible for the EMW





Zhumadulaeva A.I.

Sultanova Sh. Zh