



APPROVED
Rector of Shymkent University,
PhD Professor
N.A. Seyitkulov
2023 y.



QUALITY MANAGEMENT SYSTEM
The structural position of the academic council

RULES

SMJ SHU 01-01-2023

<i>post</i>	<i>signature</i>	<i>Full name</i>
Agreed:		
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Head of the Legal Service		Asilkhanov N.S.


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1 General rules

1.1 The Academic Council of Shymkent University (hereinafter referred to as the University) is an elected form of representation of the university. In accordance with the legislation of the Republic of Kazakhstan, the Academic Council has the right to independently resolve issues related to the work.

Regulation 1.2 is a regulatory document that forms the academic policy of Shymkent University and the internal quality assurance system, all structural units are required to comply with the requirements of the Rules.

1.3 the composition, structure and activities of the Academic Council and the procedure for its election are determined by the Law of the Republic of Kazakhstan "On Education" (as amended on 07/04/2018), "Model Regulations on the Activities of the Academic Council of a higher educational institution and the procedure for its election" (Order No. 574 of 11/22/2007), "On education implementing educational programs programs of higher education Standard rules of activity of educational organizations" (Resolution of the Government of the Republic of Kazakhstan dated 04/07/2017 No. 181), is determined in accordance with the Charter of Shymkent University and this Regulation. The activities of the Academic Council are based on transparency of collective discussion of issues within its competence.

1.3 The "Regulations on the Academic Council" is the main document defining the procedure for the formation and activities of the Academic Council. The competence of the Academic Council is 3 years.

1.4 The decisions of the Academic Council are binding on all university staff.

1.5 persons holding positions and employees of structural divisions are responsible to the Academic Council for the late execution of decisions taken at the Scientific Council and control over the implementation of decisions taken at the Council.

2 Main tasks

2.1 the main purpose of the Academic Council is the systematic introduction and improvement of progressive educational, scientific, information, computer and communication technologies and equipment that develop innovative (information, computer, ideological, communicative, activity) competencies of teachers and students.

- mobilization of the university staff to implement the decisions of the Government of the Republic of Kazakhstan in high-quality training of specialists;


- decision-making on the main issues of the organization of educational, scientific and educational processes of the university;

- regulation of the financial sphere of the university, strengthening of the material and technical base;

- strengthening the requirements for the quality of professional activity of teachers and the quality of their knowledge of educational technologies;

2.2 the main tasks of the Academic Council:


- ensuring the implementation of state programs in the field of education and science;

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- creating the necessary conditions for students of the teaching staff in order to successfully implement professional training programs;
- improvement and further development of a multi-stage system for training future specialists;
- search for new ways in the development of educational and scientific technologies that harmoniously solve the problems facing the university;
- the transition from a subject-oriented form of organization of the educational process, which provides an additional competitive advantage to an educational institution, to a form of organization of student-centered learning;
- Development of internal infrastructure and creation of a distance learning system that provides the university with new educational paths that allow increasing the geographical area of educational activities, implementing an active marketing policy of the university in promoting educational activities;
- creation of a Foundation for the state language teaching system, expanding the opportunities for students to master foreign languages at the European and Asian levels that meet modern international standards;
- improvement of the credit technology of education and development of its regulatory framework;
- methodological and informational support of the educational process and strengthening of the material fund and potential of specialists of educational departments;
- introduction of innovative methods of teacher training and retraining;
- development of national and international cooperation with leading educational institutions of the near and far abroad in order to exchange educational, innovative and information programs;
- development of cooperation with the Supervisory Board of the University, the Board of Trustees and the Alumni Association.

3 Position


- 3.1 making proposals to the Supervisory Board on changing and approving the structure of the University;
- 3.2 discussion of the University's charter and proposal to the Supervisory Board on amendments and additions to it;
- 3.3 discussion of the proposals of the Supervisory Board, the Board of Trustees and the Alumni Association of the University and making a decision on their implementation;
- 3.4 creation, reorganization and termination of the work of educational and scientific departments of the University (laboratories, departments, faculties, etc.);
- 3.5 definition of the concept and strategy of the university development;
- 3.6 decision-making on the main issues of the organization of educational, research and economic activities of the University;
- 3.7 listening to the annual reports of the rector, vice-rectors, heads of structural divisions, reports on the types and methods of conducting educational, research, educational, financial, economic, informational and international activities;

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- 3.8 approval of curricula and programs, academic calendar;
- 3.9 discussion of the results of creating a contingent of students;
- 3.10 approval of the regulations of structural divisions, faculties and departments;
- 3.11 consideration of issues of logistical, personnel, organizational and methodological support of the educational process;
- 3.12 creating conditions for retraining and advanced training of specialists;
- 3.13 attraction of additional financial sources and material resources for the implementation of statutory activities;
- 3.14 timely provision of additional benefits and types of financial assistance to certain categories of students;
- 3.15 creating the necessary conditions for accommodation, catering, medical care for students and their organization;
- 3.16 current monitoring of students' academic performance, discussion of the results of intermediate and final certification;
- 3.17 organization of control over the financial and economic activities of the University;
- 3.18 determination of the procedure for using extra-budgetary funds, as well as directions for reinvesting income received by the university through the provision of paid educational services and the sale of processed products;
- 3.19 approval of applicants for a nominal scholarship from among the leading students of the University;
- 3.20 organization and conduct of comprehensive inspections of faculties, departments and other structural units;
- 3.21 submission to the state certification bodies of the Republic of Kazakhstan (Committee for Control in the field of education and Science) for the assignment of academic titles of professor and associate professor (associate professor);
- 3.22 submission to the state certification bodies of the Republic of Kazakhstan for awarding honorary titles, titles of Honored Workers of science and technology, State prizes and prizes;
- 3.23 approval of the topics of dissertation research of undergraduates and appointment of a scientific supervisor;
- 3.24 approval of internal regulations, staffing table, regulations on official duties;
- 3.25 public self-government and assistance to objects of public organizations;
- 3.26 consideration of issues of preparation and publication of textbooks and monographs, provision of sabbatical leave in order to prepare for a dissertation;
- 3.27 consideration of other issues of daily work provided for by the charter of the university, requiring a collegial (collegial) decision.

4 Rights

- 4.1 The Academic Council has the right to:
 - to receive additional information from structural divisions on issues of educational, methodological and logistical support for educational work and the educational process,

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on issues related to the competition for awarding an academic degree, presentation for awarding, etc.;

- to hear reports from vice-rectors, deans, heads of departments, heads of structural divisions, directors of research institutes;
- To involve specialists from each industry for the purpose of expert examination of the academic council, consulting, and preparation of questions;
- to make decisions on all issues of the educational process and the organization of scientific research.

5 Responsibility

5.1 The Academic Council is responsible for the proper and timely performance of the services and tasks specified in this regulation.

6 Relations with other structures

6.1 The Academic Council of the University has official relations with all structural divisions of the University, the public and research institute, as well as at the university.



Application A
(tasks)

The dating list

Post	Full name	day	signature
Chairman of the Academic Council	Сейтмухамбетов Н. А.	30.10.2023	
Deputy Chairman of the Academic Council	Керимидерова А. А.	30.10.2023	
Members of the Academic Council	Мамеджанова Б. С.	30.10.2023	
	Арзуманов Н. Н.	30.10.2023	
	Есимов Б. Б.	30.10.2023	
	Кысмышев Е. У.	30.10.2023	
	Мамеджанова С. М.	30.10.2023	
	Мамеджанова З. К.	30.10.2023	
	Сабдалиева А. К.	30.10.2023	
	Кобланова О. Н.	30.10.2023	
	Жигарова А. А.	30.10.2023	
	Сәулембетов А. М.	30.10.2023	
	Джанатаев Д. Д.	30.10.2023	
	Алишанов А.	30.10.2023	
	Шегенова К. Б.	30.10.2023	
	Жалилжанов А. Б.	30.10.2023	
	Шарипов Б. А.	30.10.2023	
	Бисман Н.	30.10.2023	
	Кобеева З.	30.10.2023	
	Шурар Б. У.	30.10.2023	
	Шурмухамбетов И. У.	30.10.2023	

