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APPROVED
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**QUALITY MANAGEMENT SYSTEM
PROVISIONS
ABOUT THE ETHICS COMMISSION**

**SHYMKENT UNIVERSITY QUALITY MANAGEMENT SYSTEM THE
PROVISIONS of the UNIVERSITY 01-13-2023**

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1. General provisions

1.1 This regulation has been developed in order to approve the status of the Ethnic and Disciplinary Commission of Shymkent University (hereinafter -EC) and establishes the procedure for holding meetings, forming its composition and exercising its powers

1.2 This provision is used by the members of the Ethics and Discipline Commission appointed by the order of the Rector of the University.

1.3 The EC of Shymkent University, on the basis of statements, recommends that the teaching staff who violated disciplinary measures and, on the basis of the university, issue an order to resolve the resolution.

1.4 The number of members and the Chairman of the Shymkent University EC is represented by the Rector of the University.

1.5 This regulation defines the EC of the University in accordance with the rules of the University, the corporate code of conduct of the teaching staff, the code of honor of the student, the Code of academic integrity and the program for the prevention of corruption.

1.6 Shymkent University makes decisions on issues of its competence in accordance with the procedure established by law, formalized by orders of the Ministry of Science and Higher Education of the Republic of Kazakhstan and other acts.

2. Main tasks

2.1 The main objective of the Ethics and Discipline Commission is the implementation of state policy in the field of education of teaching staff and employees, ensuring competitiveness and sustainable socio-ethical growth of students.

2.2 The main task of the ethical and disciplinary commission is to ensure compliance by University staff with the rules of discipline, observance of labor discipline, underrepresentation of misconduct on behalf of a teacher, promotion of ethical standards with medicine, conducting unified educational work in the field of socio-educational, youth policy, creating the necessary conditions for improving the organization, ensuring the protection of the rights and legitimate interests of students by University staff educational decision, acceptance of proposals.

2.3 Respect for the status of the university, the honorable dignity of a teacher of Shymkent University and the status of students.

2.4 To respect the business honor of the university, to abandon any business that contradicts the interests of the university, to avoid any actions that damage its rank and reputation.


2.5 Shymkent University students carry out activities in order to receive daily education, participate in current, intermediate, final observations, prevent immoral actions in the course of scientific work, and prevent corruption.

2.6 Consideration and prevention of disputes arising between the employer, teaching staff and employees;

2.7 Refusal of a student of Shymkent University to participate in any actions contrary to the interests of the university and damaging the image and reputation of his educational institution;

2.8 Smoking in specially designated areas, the import and use of alcoholic, narcotic, psychotropic and substance abuse substances on the territory of the University, constantly warn that in accordance with current legislation, administrative and criminal legislation is prohibited. Cessation of alcohol use, drug addiction and toxic intoxication;

2.9 Consideration of the issue of students who violated the rules and obligations of the hostel, that is, committing acts unworthy of a student in the hostel, actions, not keeping their surroundings clean, causing damage to the property of the hostel, etc.;

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2.10 Provide for the prevention of cases of discipline violations in the field of disagreements, rude behavior and classes between teaching staff and students;

3. Responsibilities

3.1 Meetings of the Ethics Commission shall be held as necessary.

3.2 When preparing for a meeting of the Ethics Commission (hereinafter referred to as the meeting), taking into account proposals from the members of the commission, its chairman: - determines the date, time and place of the meeting; - approves the agenda of the meeting; - determines the list of materials and documents necessary for consideration of the issues on the agenda of the meeting; - determines the list of persons convened for the meeting who are not its members - resolves other issues related to preparation for the meeting.

3.3 A meeting of the Ethics Commission shall be competent if more than half of the total number of members of the Ethics Commission are present.

3.4 The conclusion on the issue under consideration shall be adopted by open voting by a majority of votes of the members of the Ethics Commission present at the meeting. In the event of a tie, the vote of the chairman of the Ethics Commission shall be decisive.

3.5 The decisions of the Ethics Commission shall be recorded in a protocol with the preparation of a corresponding conclusion.

4. Rights

4.1 The chairman of the ethics commission is the rector. He:

- manages the activities of the ethics commission and organizes its work;
- signs all documents representing the ethics commission.

4.2 The deputy chairman of the ethics commission is the chairman of the university expert council.

4.3 Members of the Ethics Commission:

- Personally participate in meetings of the Ethics Commission.
- ensures compliance with the secrecy regime of information received and does not allow the commission to disclose information that has become known to it in the course of its work;
- participates in the formation of the work plan of the Ethics Commission, the agenda of its meetings, proposals for inclusion in the consideration of issues of ethical behavior.

5. Responsibility

5.1 This university regulation is approved by the senior management of Shymkent University.

5.2 The rector is responsible for the implementation of the requirements of this university regulation.