

Shymkent University
Protocol No. 1 from the meeting of the Council of the Ethics Commission

Participants:

1. Seitkulov N. A.-Rector, doctor of Pedagogical Sciences, Professor
2. Mambetova L. M.-head of the Department for Academic Affairs
3. Aitzhanov T. A.-head of the Anti-Corruption service
4. Rustemov M. M.-head of the Department "Physical Culture and sports"
5. Belgibaeva G. A.-head of the Department "Philology", master, senior lecturer
6. Abylkasym A. B.-head of the Department "business and management", candidate of Economic Sciences
7. Zharylkapova G. P.-head of the Department "Law and history"
8. Kobeeva Z. S.-head of the Department "Mathematics and informatics"
9. Ibrahim K. A.-head of the Department "pedagogy", senior lecturer
10. Tlegenova K. B.-head of the Department "Natural Sciences",
11. Patashova A. N.-Senior Teacher of the master of the Department "Natural Sciences"
12. Orazymbetova G. A. - Master's teacher of the Department of Natural Sciences
13. Sultanova Sh. zh. - senior teacher of the master of the Department "Natural Sciences"
14. Kenesova A. P.-senior teacher of the master of the Department "Natural Sciences"
15. Ashirbayeva S. B.-senior teacher of the master of the Department "Natural Sciences"
16. Sypabekov N. S.-senior teacher of the master of the Department "Natural Sciences"
17. Tyumenbayeva A. P. - master's teacher of the Department "Law and history"
18. Khavazmetova D. A. - Master's teacher of the Department "Law and history"
19. Kamalkhanov S. - master's teacher of the Department "Law and history"
20. Eszhanova G. S. - master's teacher of the Department "pedagogy"
21. Raimkulova A. B. - master's teacher of the Department "pedagogy"
22. Umirzakova A.-Master's student of the Department "pedagogy"
23. Akhynova U. S.-Department of Science, Secretary

The agenda:

1. Preparation for the new academic year

Chairman of the Committee, Seitkulov N.A., reported on the need to carry out ethical awareness activities for the upcoming academic year.

It was noted that seminars and training sessions should be organized among teachers and staff to explain ethical standards.

This work will be aimed at maintaining the university's Code of Academic Integrity, strengthening corporate culture, and promoting moral values.

Recommendations:

Define and approve a calendar for conducting seminars and training sessions;

Prepare and distribute informational materials on the importance of observing ethical norms;

Review the ethical aspects of relationships between students and teachers.

2. Approval of the composition of the Ethics Committee

The members of the Committee reviewed the proposed composition of the Ethics Committee.

The Committee includes heads of academic units, representatives of law enforcement services, members of the teaching staff, and student representatives.

The responsibilities and duties of the members were clarified, and a decision was made to approve the proposed composition.

Recommendations:

Plan to hold the first meeting of the Committee;

Define the duties of Committee members and areas of work, and approve the work plan.

3. Conclusion:

Decisions were made on the two issues mentioned above, and appropriate measures will be taken to start work according to the plan.

Explanatory work on ethical requirements for all teachers and staff will be organized promptly and effectively.

A decision was made to approve the composition of the Ethics Committee and to begin its activities.

Secretary:



Akhynova U.S.

Shymkent University

Protocol No. 2 from the meeting of the Council of the Ethics Commission

Participants:

1. Seitkulov N. A.-Rector, doctor of Pedagogical Sciences, Professor,
2. Ospanova G. K.-vice-rector for social and educational affairs
3. Zhumagulova K. K.-head of the Personnel Management Department
4. Mambetova L. M.-head of the Department for Academic Affairs
5. Aitzhanov T. A.-head of the Anti-Corruption service
6. Rustemov M. M.-head of the Department "Physical Culture and sports"
7. Belgibaeva G. A.-head of the Department "Philology", master, senior lecturer
8. Kalykulov K. M.-head of the Department "business and management", candidate of Economic Sciences
9. Zharylkapova G. P. - head of the Department "Law and history"
10. Kобеeva Z. S.-head of the Department "Mathematics and informatics"
11. Ibrahim K. A.-head of the Department "pedagogy", senior lecturer
12. Tlegenova K. B.-head of the Department "Natural Sciences",
13. Patashova A. N.-Senior Teacher of the master of the Department "Natural Sciences"
14. Orazymbetova G. A. - Master's teacher of the Department of Natural Sciences
15. Sultanova Sh. zh. - senior teacher of the master of the Department "Natural Sciences"
16. Kenesova A. P.-senior teacher of the master of the Department "Natural Sciences"
17. Ashirbayeva S. B.-senior teacher of the master of the Department "Natural Sciences"
18. Sypabekov N. S.-senior teacher of the master of the Department "Natural Sciences"
19. Tyumenbayeva A. P. - master's teacher of the Department "Law and history"
20. Khavazmetova D. A. - Master's teacher of the Department "Law and history"
21. Kamalkhanov S. - master's teacher of the Department "Law and history"
22. Eszhanova G. S. - master's teacher of the Department "pedagogy"
23. Umirzakova A.-Master's student of the Department "pedagogy"
24. Akshataeva zh. B. - Department of Science, Secretary

The agenda:

1. Review of the status of compliance with labor discipline by university staff.
2. Explanation and promotion of corporate culture.

Discussed Issues:

1. Status of Compliance with Labor Discipline by University Staff

The Chairman of the Commission, N.A. Seitkulov, delivered a report on the general compliance with labor discipline at the university and its key aspects. He emphasized the importance of staff arriving to work on time, using work hours efficiently, observing rest periods, and strictly following discipline. He also pointed out that violations of labor discipline can negatively affect the overall performance of the university.

Recommendations:

Conduct special monitoring to ensure labor discipline is observed by academic and administrative staff.

Distribute official warning letters to staff and responsible personnel regarding labor discipline requirements.

Organize special briefings on labor discipline within each department and faculty.

2. Explanation and Promotion of Corporate Culture

The commission members discussed the importance of corporate culture and emphasized the need to implement specific measures for its development within the university. It was noted that strengthening awareness of cultural values and norms is essential for improving workplace relations and communication among employees. The Chairman of the Commission highlighted that corporate culture has a significant impact on the quality of the university's operations.

Recommendations:

Organize trainings and seminars on corporate culture.

Distribute special brochures and informational materials to promote corporate culture rules among staff.

Organize events aimed at fostering trustful and open communication among employees within the university.

Establish discussion platforms within each department and faculty for exchanging ideas on corporate culture.

Conclusion:

During the meeting, the issues of labor discipline and corporate culture among university staff were thoroughly discussed. All recommendations were approved, and an action plan was developed for their implementation. Specific measures will be taken to address these issues.

Secretary:



Akhynova U.S.

Shymkent University

Protocol No. 3 from the meeting of the Council of the Ethics Commission

Participants:

1. N.A. Seitkulov – Rector, Doctor of Pedagogical Sciences, Professor
2. L.M. Mambetova – Senior Lecturer, “Philology” Department, Master
3. B.B. Yesimov – Senior Lecturer, “Philology” Department, Master
4. Z.K. Zhamalova – Lecturer, “Philology” Department, Master
5. T.A. Aitzhanov – Lecturer, “Philology” Department, Master
6. M.M. Rustemov – Head of “Physical Education and Sports” Department
7. G.A. Belgibayeva – Head of “Philology” Department, Senior Lecturer, Master
8. A.B. Abylkasym – Head of “Business and Management” Department, PhD in Economics
9. G.P. Zharilkassova – Head of “Law and History” Department
10. Z.S. Kobeeva – Head of “Mathematics and Informatics” Department
11. K.A. Ibragim – Head of “Pedagogy” Department, Senior Lecturer
12. K.B. Tlegenova – Head of “Natural Sciences” Department
13. B.A. Toibekova – Senior Lecturer, “Philology” Department, Master
14. G.A. Orazymbetova – Lecturer, “Natural Sciences” Department, Master
15. D.A. Khavazmetova – Lecturer, “Law and History” Department, Master
16. A.B. Raimkulova – Lecturer, “Pedagogy” Department, Master
17. G.A. Amangeldieva – Master, “Business and Management” Department
18. U.N. Abdimalik – Lecturer, “Mathematics and Informatics” Department, Master
19. Zh.Sh. Serimbetov – Senior Lecturer, “Physical Education and Sports” Department, Master
20. U.S. Akhynova – Secretary, Department of Science

The agenda:

1. Ensuring academic integrity by lecturers in the research and teaching process.

2. Monitoring compliance with the Code of Integrity.

Discussed Issues:

1. Ensuring academic integrity by lecturers in the research and teaching process

The Chairman of the Commission, N.A. Seitkulov, emphasized the importance of maintaining academic integrity in the educational and research processes. He spoke about the need to ensure fairness between lecturers and students, prevent plagiarism, and take specific measures to improve the quality of research work. Suggestions were made to tighten internal university regulations regarding compliance with the Academic Integrity Code.

Recommendations:

Conduct specialized training and seminars for lecturers and staff on academic integrity.

Introduce anti-plagiarism software and verification systems.

Involve independent reviewers in each department to ensure the quality of scientific work.

Define disciplinary measures for violations of academic integrity.

2. Monitoring compliance with the Code of Integrity

Commission members discussed strengthening control over the implementation of the Code of Integrity. It was proposed to create a special monitoring group to oversee compliance during educational and research activities. The necessity of conducting internal audits and inspections to prevent violations was also discussed.

Recommendations:

Distribute informational materials to all staff and faculty explaining the requirements of the Code of Integrity.

Create a special electronic system or online platform to receive reports of violations.

Strengthen the reporting system for integrity violations and organize explanatory events among students and lecturers on the rules of the Code.

Conclusion:

The meeting addressed the issues of maintaining academic integrity in educational and research activities, as well as monitoring compliance with the Code of Integrity. Relevant recommendations were approved, and concrete steps were planned for implementation. It was concluded that upholding integrity in the academic process and research significantly affects the university's reputation, scientific quality, and discipline.

Secretary:



Akhynova U.S.

Shymkent University
Protocol No. 4 from the meeting of the Council of the Ethics Commission

Participants:

1. N.A. Seitkulov – Rector, Doctor of Pedagogical Sciences, Professor
2. L.M. Mambetova – Senior Lecturer, “Philology” Department, Master
3. B.B. Yesimov – Senior Lecturer, “Philology” Department, Master
4. Z.K. Zhamalova – Lecturer, “Philology” Department, Master
5. T.A. Aitzhanov – Lecturer, “Philology” Department, Master
6. M.M. Rustemov – Head of “Physical Education and Sports” Department
7. G.A. Belgibayeva – Head of “Philology” Department, Senior Lecturer, Master
8. A.B. Abylkasym – Head of “Business and Management” Department, PhD in Economics
9. G.P. Zharilkassova – Head of “Law and History” Department
10. Z.S. Kobeeva – Head of “Mathematics and Informatics” Department
11. K.A. Ibragim – Head of “Pedagogy” Department, Senior Lecturer
12. K.B. Tlegenova – Head of “Natural Sciences” Department
13. D.O. Aytenova – Senior Lecturer, “Philology” Department, Master
14. A.N. Patashova – Senior Lecturer, “Natural Sciences” Department, Master
15. A.P. Tumenbayeva – Lecturer, “Law and History” Department, Master
16. G.S. Eszhanova – Lecturer, “Pedagogy” Department, Master
17. R.N. Moldaliyeva – Senior Lecturer, “Business and Management” Department, Master
18. Z. Tursynkulova – Senior Lecturer, “Business and Management” Department, Master
19. Zh.B. Dauren – Lecturer, “Physical Education and Sports” Department, Master
20. U.S. Akhynova – Secretary, Department of Science

The agenda:

1. Interim analysis of disciplinary violations over the year.
2. Culture of maintaining the university's professional reputation.

Discussed Issues:

1. Interim Analysis of Disciplinary Violations Over the Year

Commission members conducted an interim analysis of disciplinary violations that occurred at the university during the past academic year. The analysis covered issues such as violations of labor discipline among staff and faculty, breaches of academic integrity, and non-compliance with the university's internal rules. The types and causes of the most frequent violations since the beginning of the year were also reviewed.

Conclusions:

Disciplinary violations among staff and faculty are still occurring, although their number has decreased compared to the previous year.

Most violations involve tardiness, improper use of working hours, and breaches of academic integrity.

To address these issues, it was proposed to implement a monthly monitoring system and strengthen informational and awareness-raising efforts to emphasize the importance of discipline.

Recommendations:

Introduce a system for recording and tracking disciplinary violations in each department.

Conduct special seminars and training sessions on discipline for faculty members.

Strengthen the role of department heads in monitoring and preventing disciplinary offenses.

2. Culture of Maintaining the University's Professional Reputation

The Commission Chair raised the issue of cultivating a culture of maintaining the university's professional reputation. It was emphasized that upholding professional honor, strengthening the university's image in society, and fostering positive relationships between lecturers and students are among the institution's key responsibilities. To this end, systematic efforts are required to develop internal culture and promote honesty and fairness.

Recommendations:

Organize cultural events and training sessions to promote internal values and strengthen the university's professional reputation.

Implement corporate culture programs aimed at improving ethical behavior and communication among faculty and staff.

Introduce the role of mediators to help resolve conflicts and prevent disputes that could damage the university's reputation.

Conclusion:

The meeting addressed the analysis of disciplinary violations and the development of a culture of maintaining the university's professional reputation. All participants unanimously supported the recommendations and stressed the need for concrete actions to implement them. It was concluded that further development of the university's internal monitoring system and cultural initiatives is necessary to resolve these issues effectively.

Secretary:



Akhynova U.S.

Shymkent University

Protocol No. 5 from the meeting of the Council of the Ethics Commission

Attendees:

1. Seitkulov N.A. – Rector, Doctor of Pedagogical Sciences, Professor
2. Mambektova L.M. – Senior Lecturer, Department of Philology, Master's degree
3. Esimov B.B. – Senior Lecturer, Department of Philology, Master's degree
4. Zhamalova Z.K. – Lecturer, Department of Philology, Master's degree
5. Aitzhanov T.A. – Lecturer, Department of Philology, Master's degree
6. Rustemov M.M. – Head of the Department of Physical Education and Sports
7. Belgibaeva G.A. – Head of the Department of Philology, Senior Lecturer, Master's degree
8. Abilkasym A.B. – Head of the Department of Business and Management, Candidate of Economic Sciences
9. Zharlykapova G.P. – Head of the Department of Law and History
10. Kobeeva Z.S. – Head of the Department of Mathematics and Informatics
11. Ibragim K.Ä. – Head of the Department of Pedagogy, Senior Lecturer
12. Tlegenova K.B. – Head of the Department of Natural Sciences
13. Aytenova D.O. – Senior Lecturer, Department of Philology, Master's degree
14. Patashova A.N. – Senior Lecturer, Department of Natural Sciences, Master's degree
15. Tumenbayeva A.P. – Lecturer, Department of Law and History, Master's degree
16. Eszhanova G.S. – Lecturer, Department of Pedagogy, Master's degree
17. Moldalieva R.N. – Senior Lecturer, Department of Business and Management, Master's degree
18. Tursynkulova Z. – Senior Lecturer, Department of Business and Management, Master's degree
19. Dauren Zh.B. – Lecturer, Department of Physical Education and Sports, Master's degree
20. Akhynova U.S. – Secretary, Department of Science

Agenda:

1. Report on employees' compliance with ethical standards.
2. Approval of the preventive measures plan for the New Year.

Discussed Issues:

1. Report on employees' compliance with ethical standards

During the meeting, the issue of employees' adherence to ethical standards was discussed. The level of discipline and politeness among university staff, workplace culture, and norms of interpersonal communication were presented. Various aspects of compliance with ethical standards were reviewed, including internal regulations and professional ethics in interactions between employees.

Conclusions:

The level of compliance with ethical standards among faculty and staff is generally satisfactory. However, attention is needed in some cases to maintain discipline.

Cases of ethical violations are rare but sometimes there are instances of discourtesy in professional communication among lecturers.

Recommendations:

Organize special seminars and trainings to prevent violations of ethical standards.

Assign additional responsibility to department heads to monitor compliance with ethical standards.

Hold regular meetings, discussions, and open-door days to develop ethical relationships among employees.

2. Approval of the preventive measures plan for the New Year

The preventive measures plan for the New Year was discussed. Commission members planned measures to maintain employees' health, strengthen discipline, enhance safety, and develop corporate culture. Issues such as promoting a healthy lifestyle, providing psychological support, and organizing individual and group trainings were raised.

Recommendations:

Conduct health and discipline-related events in all departments according to the approved plan.

Organize special trainings and seminars aimed at improving employees' psychological well-being.

Carry out informational and explanatory work on mandatory rules and norms before the New Year to prevent violations.

Pay attention to employees' observance of culture and discipline during corporate events.

Conclusion:

At the meeting, issues of employees' compliance with ethical standards and approval of the preventive measures plan for the New Year were discussed. The overall situation regarding ethical standards compliance is satisfactory, but it was noted that preventive work needs to be strengthened. The approved plan includes measures aimed at improving employees' psychological climate and enhancing disciplinary culture within the team.

Secretary:



Akhynova U.S.

Minutes No. 6 of the Ethics Committee Meeting

Attendees:

1. Seitkulov N.A. — Rector, Doctor of Pedagogical Sciences, Professor
2. Mambekova L.M. — Master's Degree Holder, Senior Lecturer of the "Philology" Department
3. Yesimov B.B. — Master's Degree Holder, Senior Lecturer of the "Philology" Department
4. Zhamalova Z.K. — Master's Degree Holder, Lecturer of the "Philology" Department
5. Aytzhanov T.A. — Master's Degree Holder, Lecturer of the "Philology" Department
6. Rustemov M.M. — Head of the "Physical Culture and Sports" Department
7. Belgibayeva G.A. — Master's Degree Holder, Senior Lecturer, Head of the "Philology" Department
8. Abilkassym A.B. — Candidate of Economic Sciences, Head of the "Business and Management" Department
9. Zharilkapova G.P. — Head of the "Law and History" Department
10. Kobeyeva Z.S. — Head of the "Mathematics and Informatics" Department
11. Ibragim K.A. — Senior Lecturer, Head of the "Pedagogy" Department
12. Tlegenova K.B. — Head of the "Natural Sciences" Department
13. Patashova A.N. — Master's Degree Holder, Senior Lecturer of the "Natural Sciences" Department
14. Orazymbetova G.A. — Master's Degree Holder, Lecturer of the "Natural Sciences" Department
15. Sultanova Sh.Zh. — Master's Degree Holder, Senior Lecturer of the "Natural Sciences" Department
16. Kenesova A.P. — Master's Degree Holder, Senior Lecturer of the "Natural Sciences" Department
17. Ashirbayeva S.B. — Master's Degree Holder, Senior Lecturer of the "Natural Sciences" Department
18. Sypabekov N.S. — Master's Degree Holder, Senior Lecturer of the "Natural Sciences" Department
19. Tyumenbayeva A.P. — Master's Degree Holder, Lecturer of the "Law and History" Department
20. Khavazmetova D.A. — Master's Degree Holder, Lecturer of the "Law and History" Department
21. Kamalkhanov S. — Master's Degree Holder, Lecturer of the "Law and History" Department
22. Yeszhanova G.S. — Master's Degree Holder, Lecturer of the "Pedagogy" Department

23. Raimkulova A.B. — Master's Degree Holder, Lecturer of the "Pedagogy" Department
24. Umirzakova A. — Master's Degree Student of the "Pedagogy" Department
25. Akhynova U.S. — Department of Science, Secretary

Agenda:

- 1.Improvement of the culture of interpersonal relationships among university staff.
- 2.Clarification of the rights and responsibilities of university staff.

Discussed Issues:

1. Improvement of the culture of interpersonal relationships among staff

During the meeting, issues regarding effective interaction among university staff, the development of a culture of respect and mutual understanding among colleagues were discussed. The current level of internal culture at the university and existing problems were reviewed. Various methods and recommendations were proposed to enhance communication and interaction among employees.

Conclusion:

The culture of interpersonal relationships among staff is generally at a good level. However, in some cases, misunderstandings and communication barriers are observed.

In many situations, more attention should be paid to personal matters of employees and fair treatment within the team.

Recommendations:

Organize specialized trainings and seminars on the development of interpersonal communication culture.

Establish psychological support services (individual and group).

Hold "Open Door Days" more frequently to foster open and fair relationships.

Organize group activities to enhance professional development and mutual understanding among colleagues.

2. Clarification of the rights and responsibilities of university staff

The issue of clarifying the rights and responsibilities of university employees was considered. Committee members emphasized the need to inform employees about their labor rights, responsibilities toward the university, and internal regulations. Issues of proper fulfillment of duties and compliance with university rules were discussed.

Conclusion:

The level of awareness among staff regarding their rights and responsibilities may be insufficient. Some employees are not fully informed about internal regulations and obligations.

It is necessary to intensify efforts to raise awareness on these matters.

Recommendations:

Conduct special informational seminars and distribute materials on the university's internal regulations, employee rights and responsibilities.

In cooperation with the university's legal department, organize seminars to improve legal literacy.

Conduct annual information campaigns aimed at protecting employees' rights and clarifying their responsibilities.

Conclusion:

The meeting addressed the improvement of interpersonal relationships among staff and the clarification of their rights and responsibilities.

The need to organize special events and trainings to enhance staff relations was noted.

The importance of strengthening efforts to inform employees about their rights and responsibilities was also emphasized.

Secretary:



Akhynova U.S.

Shymkent University
Protocol No. 7 from the meeting of the Council of the Ethics Commission

Attendees:

1. Seitkulov N.A. – Rector, Doctor of Pedagogical Sciences, Professor
2. Mambekova L.M. – Master, Senior Lecturer, Department of Philology
3. Yesimov B.B. – Master, Senior Lecturer, Department of Philology
4. Zhamalova Z.K. – Master, Lecturer, Department of Philology
5. Aytzhanov T.A. – Master, Lecturer, Department of Philology
6. Rustemov M.M. – Head of the Department of Physical Culture and Sports
7. Belgibayeva G.A. – Head of the Department of Philology, Master, Senior Lecturer
8. Abilkassym A.B. – Head of the Department of Business and Management, Candidate of Economic Sciences
9. Zharylkapova G.P. – Head of the Department of Law and History
10. Kobeeva Z.S. – Head of the Department of Mathematics and Informatics
11. Ibragim K.Ə. – Head of the Department of Pedagogy, Senior Lecturer
12. Tlegenova K.B. – Head of the Department of Natural Sciences
13. Toybekova B.A. – Master, Senior Lecturer, Department of Philology
14. Orazymbetova G.A. – Master, Lecturer, Department of Natural Sciences
15. Khavazmetova D.A. – Master, Lecturer, Department of Law and History
16. Raimkulova A.B. – Master, Lecturer, Department of Pedagogy
17. Amangeldieva G.A. – Master, Department of Business and Management
18. Abdimalik Y.N. – Master, Lecturer, Department of Mathematics and Informatics
19. Serimbetov Zh.Sh. – Master, Senior Lecturer, Department of Physical Culture and Sports
20. Akhynova U.S. – Department of Science, Secretary

Agenda:

1. Anti-corruption measures
2. Ethical behavior of teachers as a role model for students

Items Discussed:

1. Anti-corruption measures

The meeting addressed the prevention and deterrence of corruption within the university.

Key topics included enhancing legal awareness among staff and faculty, adherence to the principles of fairness, and the implementation of various anti-corruption initiatives.

Conclusions:

Anti-corruption activities must be carried out at all levels of the university.

Transparency and a strong culture of accountability between faculty and students are essential.

Special attention should be given to fairness and integrity in grading, research, and all professional activities.

Recommendations:

Conduct regular training sessions and seminars on anti-corruption topics.

Introduce a university-wide course titled “Anti-Corruption Culture.”

Strengthen monitoring and reporting systems and promote ethical standards among both students and faculty.

Remind faculty members of the need to strictly adhere to principles of discipline and fairness in interactions with students.

2. Ethical behavior of teachers as role models for students

The ethical behavior of university instructors was discussed, emphasizing their role as examples for students.

The professional and ethical image of teachers, their interactions with students, classroom discipline, and their influence on the university’s public image were reviewed.

Conclusions:

Teachers must adhere to high ethical standards not only in academic work but also in fostering the overall culture and image of the university.

To be effective role models, instructors must demonstrate values such as honesty, fairness, discipline, and responsibility.

Recommendations:

Develop specific guidelines and regulations regarding the professional and personal conduct of faculty when interacting with students.

Organize seminars and training sessions to raise faculty awareness about their role as behavioral models.

Implement a monthly evaluation and feedback system to monitor adherence to high ethical standards.

Summary:

The meeting focused on corruption prevention and the ethical conduct of faculty members.

Proposals were developed to enhance ethical discipline and strengthen the university's positive image.

Adhering to the principles of honesty, fairness, discipline, and responsibility by teaching staff significantly contributes to the effective learning environment and institutional reputation.

Secretary:



Akhynova U.S.

Shymkent University

Protocol No. 8 from the meeting of the Council of the Ethics Commission

Attendees:

1. Seitkulov N.A. – Rector, Doctor of Pedagogical Sciences, Professor
2. Mambektova L.M. – Master, Senior Lecturer, Department of Philology
3. Yesimov B.B. – Master, Senior Lecturer, Department of Philology
4. Zhamalova Z.K. – Master, Lecturer, Department of Philology
5. Aytzhanov T.A. – Master, Lecturer, Department of Philology
6. Rustemov M.M. – Head of the Department of Physical Education and Sports
7. Belgibayeva G.A. – Head of the Department of Philology, Master, Senior Lecturer
8. Abilkassym A.B. – Head of the Department of Business and Management, Candidate of Economic Sciences
9. Zharylkapova G.P. – Head of the Department of Law and History
10. Kобеeva Z.S. – Head of the Department of Mathematics and Informatics
11. Ibragim K.Ә. – Head of the Department of Pedagogy, Senior Lecturer
12. Tlegenova K.B. – Head of the Department of Natural Sciences
13. Aytenova D.O. – Master, Senior Lecturer, Department of Philology
14. Patashova A.N. – Master, Senior Lecturer, Department of Natural Sciences
15. Tumenbayeva A.P. – Master, Lecturer, Department of Law and History
16. Eszhanova G.S. – Master, Lecturer, Department of Pedagogy
17. Moldalieva R.N. – Master, Senior Lecturer, Department of Business and Management
18. Tursunkulova Z. – Master, Senior Lecturer, Department of Business and Management
19. Dauren Zh.B. – Master, Lecturer, Department of Physical Education and Sports
20. Akhynova U.S. – Department of Science, Secretary

Agenda:

1. Analysis of the moral and psychological climate within the university staff
2. Explanation of employees' rights and responsibilities

Issues Discussed:

1. Analysis of the moral and psychological climate within the university staff

During the meeting, the moral and psychological climate among university staff was discussed.

Participants shared their views on interpersonal relations, general workplace atmosphere, and the current level of discipline. The impact of the psychological climate on employee productivity and the university's overall image was also examined.

Conclusion:

The moral climate within the team is not at a high level. In some departments, misunderstandings and negative interactions among staff were noted.

It is necessary to foster mutual respect and trust between students and faculty members.

Organizing targeted training and seminars was recommended to improve employees' psychological well-being.

Recommendations:

Conduct motivational activities and group training to improve the university's overall moral climate.

Consider the individual psychological needs of each staff member.

Ensure open and fair communication among team members.

2. Explanation of employees' rights and responsibilities

The issue of understanding and explaining employees' rights and responsibilities was discussed.

The importance of clearly communicating labor rights, duties, and responsibilities to university staff was emphasized. Measures to ensure that each employee fully exercises their legal rights were also considered.

Conclusion:

Understanding of rights and responsibilities among employees varies, which may lead to violations of workplace discipline.

Activities aimed at protecting employee rights should be held regularly.

Legal education and awareness must be strengthened.

Recommendations:

Organize seminars and training sessions to provide all staff with information on internal regulations, rights, and responsibilities.

Prepare individual consultations and informational materials to support employee rights.

Implement specific measures to prevent violations of employment conditions at the university.

Overall Conclusion:

During the meeting, several proposals were made to improve the moral and psychological climate among university staff and to clarify their rights and responsibilities. These measures aim to enhance team efficiency and improve the overall functioning of the university.

Secretary:



Akhynova U.S.

Shymkent University

Protocol No. 9 from the meeting of the Council of the Ethics Commission

Attendees:

1. Seitkulov N.A. – Rector, Doctor of Pedagogical Sciences, Professor
2. Mambektova L.M. – Master, Senior Lecturer, Department of Philology
3. Yesimov B.B. – Master, Senior Lecturer, Department of Philology
4. Zhamalova Z.K. – Master, Lecturer, Department of Philology
5. Aytzhanov T.A. – Master, Lecturer, Department of Philology
6. Rustemov M.M. – Head of the Department of Physical Education and Sports
7. Belgibayeva G.A. – Head of the Department of Philology, Master, Senior Lecturer
8. Abilkassym A.B. – Head of the Department of Business and Management, Candidate of Economic Sciences
9. Zharylkapova G.P. – Head of the Department of Law and History
10. Kobeeva Z.S. – Head of the Department of Mathematics and Informatics
11. Ibragim K.Ə. – Head of the Department of Pedagogy, Senior Lecturer
12. Tlegenova K.B. – Head of the Department of Natural Sciences
13. Aytenova D.O. – Master, Senior Lecturer, Department of Philology
14. Patashova A.N. – Master, Senior Lecturer, Department of Natural Sciences
15. Tumenbayeva A.P. – Master, Lecturer, Department of Law and History
16. Eszhanova G.S. – Master, Lecturer, Department of Pedagogy
17. Moldalieva R.N. – Master, Senior Lecturer, Department of Business and Management
18. Tursunkulova Z. – Master, Senior Lecturer, Department of Business and Management
19. Dauren Zh.B. – Master, Lecturer, Department of Physical Education and Sports
20. Akhynova U.S. – Department of Science, Secretary

Agenda:

1. Prevention of violations of labor and professional discipline
2. Preparation for the annual performance review

Issues Discussed:

1. Prevention of violations of labor and professional discipline

During the meeting, measures to prevent violations of labor discipline among staff were discussed.

Issues of employee responsibility, compliance with job duties, and professional ethics were reviewed.

It was emphasized that the behavior and discipline of all staff members are essential for maintaining the university's professional image.

Conclusions:

Concrete measures are needed to prevent violations of labor discipline.

Regular promotion of discipline, responsibility, and ethical conduct among staff is required.

It is important to strengthen the individual accountability of each employee and monitor their compliance.

Recommendations:

Conduct quarterly checks and analysis of violations of labor discipline.

Introduce additional control measures to monitor staff behavior.

Review the university's internal regulations and ensure all staff members are formally acquainted with them.

2. Preparation for the annual performance review

Preparations for the annual performance review were discussed.

It was noted that it is necessary to analyze the performance of all departments and academic units and improve the effectiveness of reporting processes.

Conclusions:

The deadline for submitting annual reports is approaching.

Reports must contain accurate data and measurable outcomes to ensure their quality.

Heads of departments and divisions should begin analyzing their activities and prepare their respective reports.

Recommendations:

All departments and units must submit their annual reports within the set deadlines.

Appoint responsible persons to organize reporting and ensure continuous monitoring of the process.

Provide methodological support during the preparation and collection of materials for the annual summary.

Final Summary:

The meeting addressed the prevention of labor discipline violations and the preparation of the annual performance summary.

Several proposals and actions were adopted to enhance the university's efficiency and promote adherence to professional ethics among staff.

Secretary:



Akhynova U.S.

Shymkent University
Protocol No. 10 from the meeting of the Council of the Ethics Commission

Participants:

1. Seitkulov N.A. – Rector, Doctor of Pedagogical Sciences, Professor
2. Mambektova L.M. – Master, Senior Lecturer, Department of Philology
3. Yesimov B.B. – Master, Senior Lecturer, Department of Philology
4. Zhamalova Z.K. – Master, Lecturer, Department of Philology
5. Aytzhanov T.A. – Master, Lecturer, Department of Philology
6. Rustemov M.M. – Head of the Department of Physical Education and Sports
7. Belgibayeva G.A. – Head of the Department of Philology, Master, Senior Lecturer
8. Abilkassym A.B. – Head of the Department of Business and Management, Candidate of Economic Sciences
9. Zharylkapova G.P. – Head of the Department of Law and History
10. Kobeeva Z.S. – Head of the Department of Mathematics and Informatics
11. Ibragim K.Ə. – Head of the Department of Pedagogy, Senior Lecturer
12. Tlegenova K.B. – Head of the Department of Natural Sciences
13. Toibekova B.A. – Master, Senior Lecturer, Department of Philology
14. Orazymbetova G.A. – Master, Lecturer, Department of Natural Sciences
15. Khavazmetova D.A. – Master, Lecturer, Department of Law and History
16. Raimkulova A.B. – Master, Lecturer, Department of Pedagogy
17. Amangeldieva G.A. – Master, Department of Business and Management
18. Abdimalik U.N. – Master, Lecturer, Department of Mathematics and Informatics
19. Serimbetov Zh.Sh. – Master, Senior Lecturer, Department of Physical Education and Sports
20. Akhynova U.S. – Science Department, Secretary

Agenda:

1. Review of the Ethics Commission's work during the 2023–2024 academic year
2. Proposals for the next academic year

Issues Discussed:

1. Review of the Ethics Commission's Work during the 2023–2024 Academic Year

The meeting reviewed the activities and decisions of the Ethics Commission during the 2023–2024 academic year.

In particular, issues related to violations of the university's ethical standards and conduct, preventive measures taken, and a report on the work accomplished were discussed.

Conclusions:

The Ethics Commission functioned effectively, but certain areas require stronger oversight.

Several disciplinary and ethical violations occurred during the year, but these were addressed in a timely manner.

There was a noted lack of awareness among university staff and students about the commission's activities, which sometimes led to misunderstandings.

Overall adherence to ethical obligations as defined in the university's internal regulations remains insufficient among staff.

2. Proposals for the Next Academic Year

Based on the results of the commission's work in 2023–2024, a number of proposals for future actions and improvements were presented for the upcoming academic year.

Recommendations:

Conduct specialized training sessions for university staff and students on adhering to ethical standards.

Systematically inform all employees about the university's internal rules and policies.

Develop practical guidelines and resources to address ethical issues and increase responsibility.

Promote the Ethics Commission's work across all university levels through announcements, brochures, and awareness campaigns.

Organize seminars and masterclasses to improve the qualifications of commission members and enhance their effectiveness.

Conclusion:

The Ethics Commission's work during the 2023–2024 academic year was largely effective. However, several proposals were made to further improve operations.

In the coming academic year, greater emphasis will be placed on promoting adherence to ethical standards and increasing the level of legal and ethical awareness among both staff and students.

Secretary:

A handwritten signature in blue ink, appearing to read 'Akhynova', written over a light blue rectangular background.

Akhynova U.S