

NON-PROFIT JOINT STOCK COMPANY KAZAKH NATIONAL PEDAGOGICAL UNIVERSITY NAMED AFTER ABAI

Regulations

on the Academic Council

1. General provisions

- 1.1. Academic Council of the NAO "Kazakh National Pedagogical University named after Abai" (hereinafter – University) in its activities is guided by the Law of the Republic of Kazakhstan dated July 27, 2007 No. 319-III "On Education" and regulatory legal acts of the Ministry of Education and Science of the Republic of Kazakhstan, the Law of the Republic of Kazakhstan dated February 18, 2011 No. 407-IV "On Science", the State mandatory Standard of Higher Education, approved by the order of the Ministry of Education and Science of the Republic of Kazakhstan No. 604 dated 10/31/2018, the Rules of the organization of the educational process on credit technology of education, approved by the Order of the Ministry of Education and Science of the Republic of Kazakhstan No. 563 dated 12.10.2018, the Regulations on the Republican Educational and Methodological Association of Higher and Postgraduate Education, approved by the order of the Minister of Education and Science of the Republic of Kazakhstan No. 562 dated October 12, 2018, the Charter of the non-profit joint stock company "Kazakh National Pedagogical University named after Abai", the University Development Strategy, orders, orders of the Rector of the University, decisions and orders of the Vice-rector on academic issues, quality guidelines, regulations, procedures, instructions and other internal documents of the university's quality management system and this Regulation.
- 1.2. The Academic Council is a collegial advisory and advisory management body, a center for discussing academic and educational issues of the university's activities and the organization of academic developments.
- 1.3. 1.3. The Academic Council decides on the issues of determining the directions and mechanisms of quality management of higher and vocational education, provides assistance to structural units on the implementation of quality management principles, the introduction of new technologies of organization and management of the educational process into the educational process.
- 1.4. The recommendations of the Academic Council, if necessary, are submitted to the meetings of the Academic Council or the University Board for approval.

2. The main tasks of the Academic Council

- 2.1. Organization of the activities of academic committees in the field of quality assurance of the educational process.
- 2.2. Planning, organization of expertise and recommendations for the publication of educational, methodical and academic literature, manuals and other teaching materials.
- 2.3. Coordination of activities to strengthen the research content of methodological work at the university.
- 2.4. Methodological support and improvement of the educational process at the university.
- 2.5. Discussion and development of recommendations on the introduction of new technologies for the intensification of the educational process, ensuring the effectiveness of the organization of management and control over the quality of education.
- 2.6. Generalization and dissemination of best practices in the organization and improvement of educational, methodological and academic work.
- 2.7. Identification of priority areas of activity in the field of quality management of higher professional education, on which academic research should be conducted, focused on creating conditions for the integration of the university into the world educational space.
- 2.8. Coordination of academic work of institutes/faculties and other departments of the University in the field of quality management of education.
- 2.9. Analysis and generalization of academic developments in priority areas of improvement and intensification of the educational process, evaluation of the effectiveness of the quality management system.
- 2.10. Coordination of work on improving the academic potential of the University teaching staff.
- 2.11. Generalization of best practices on quality management of education of institutes/faculties, and departments, methodological bureaus of institutes/faculties and other departments of the university.
- 2.12. Organization and holding of conferences, seminars, round tables on improving the scientific and pedagogical potential of the University teaching staff.
- 2.13. Discussion and submission of proposals for improving draft regulatory legal documents related to issues of methodological support of the educational process at the university.

3. Functions of the Academic Council

The main activities of the Academic Council of the University are:

- 1) coordination of the activities of academic committees;
- 2) organization of examination of university educational programs and course curricula taking into account the requirements of the state mandatory standard of education;
- 3) coordination of work on the writing of monographs, the development of textbooks, teaching aids, including on electronic media;
- 4) consideration of issues related to solving the problems of continuous improvement of the quality of the educational process, educational services and the results of academic research in order to use them in the educational activities of the university;
- 5) analysis of the organization of the educational process and the issuance of recommendations for improving educational, methodological and academic work in order to improve the quality of training specialists;
- 6) if necessary, review of the results of the examination of educational and methodological documentation (state mandatory standard of education, educational programs) and issue an opinion on the submitted draft documents;
- 7) development of recommendations on the introduction of new technologies, interactive teaching methods and quality control of students' knowledge into the educational process;
- 8) analysis and generalization of the results of academic research and provision of methodological assistance to all structural units by organizing meetings, round tables, etc.;
- 9) consideration of the implementation of various forms of methodological work aimed at improving the educational process and providing practical assistance to teaching staff;
- 10) improvement of the system of professional development and certification of pedagogical and scientific personnel;
- 11) preparation of recommendations for the development of a quality management system and the implementation of the results of methodological developments in the educational process;
- 12) discussion of proposals for improving the list of educational programs based on forecasting priority areas of science and education;
- 13) generalization and dissemination of best practices in the organization and improvement of educational, methodological and academic work;
- 14) discussion and development of recommendations on the introduction of new technologies for the intensification of the educational process, ensuring the effectiveness of the organization of management and control over the quality of education;
- 15) development, discussion and recommendation for adoption of draft regulatory documents that ensure the implementation of strategic plans for personnel training.

4. Rights of the Academic Council

The Academic Council, in accordance with the tasks assigned to it, has the right to:

- 1) receiving reports from faculties, institutes, departments, methodological bureaus, departments and other structural divisions of the university, for making requests, necessary information on issues of quality management of education;
- 2) creation of working groups, expert groups and commissions on academic support of the educational process.

5. The procedure for the election and work of the Academic Council

5.1. The Academic Council is created and liquidated by the order of the Rector of the University.

5.2. The Academic Council consists of vice-rectors, heads of individual structural divisions, heads of institutes (faculties) and departments, chairmen of academic committees, experts from undergraduate, graduate and PhD doctoral students. The personal composition of the Academic Council is approved by the Rector's order for the current academic year.

5.3. The Academic Council is headed by the chairman - Vice-rector of the University. Preparation of meetings of the Academic Council and bringing its decisions to the attention of interested structural units is carried out by the executive Secretary. Changes and additions to the composition of the council are made and approved by the order of the rector of the university.

5.4. The Executive Secretary is elected from among the members of the Council by open vote.

5.5. The work of the Council is carried out in accordance with the annual work plan adopted at the meeting of the Council, approved by the Chairman.

5.6. Meetings of the Academic Council are held at least once every two months, are drawn up by protocols signed by the Chairman or Vice-rector for Academic Affairs and the executive Secretary of the Council.

5.7. Decisions of the Academic Council are made by a majority vote, with the presence of at least $2/3$ of the members of the Council.

5.8. Each member of the Council is obliged to attend all meetings, take an active part in its work, timely and accurately carry out the tasks assigned to him.