

PROVISIONS
On the Academic Board activities
of Karaganda State Technical University

1. General Provisions

1.1. The Academic Board is one of the forms of collegial management of the RSE on the REM “Karaganda State Technical University” that performs general management of the University activity

1.2. In its activity the Academic Board is governed by the legislature of the Republic of Kazakhstan, Standard Rules for the activity of the Academic Board of a higher education institution and procedure of its election approved by the Order No. 574 of the acting Minister of Education and Science of the RK dated 22 November 2007, and by the Charter of the University;

1.3. Activity of the Academic Board is based on publicity of panel discussions of the questions which are within its competence.

2. Members, Structure and Procedure of Electing the Academic Board

2.1. The Academic Board consists of the Rector, Vice-Rectors, Department Directors, deans, heads of the academic departments, heads of a number of structural units and social organizations, leading scientists, master students and students;

2.2. The members of the Academic Board are elected at the general meeting of the University by open voting;

2.3. Members of the Academic Board are elected for a period of 3 years and includes an odd number of its members;

2.4. The chairman of the Academic Board is the Rector who presides at the meetings and follows up on execution of decisions of the Board. The chairman appoints a vice-chairman who performs the offices of the chairman in case of his absence;

2.5. Records management and organizational support of the Academic Board rests with an academic secretary who is elected by the Academic Board;

2.6. The Academic Board has a right to form commissions in various directions of the University’s activity;

2.7. The Academic Board is entitled to make decisions if a panel session is attended by at least 2/3 of its members. Presence of the Board members at the session is verified by their personal signature in the attendance list;

2.8. Decisions of the Academic Board are made by open voting of its attending members. The Academic Board can make decisions on some issues by secret voting procedure. For the purpose of conducting a secret voting procedure, the Board forms a counting board consisting of at least 3 persons;

2.9. Decision of the Academic Board shall be deemed accepted if it casted an affirmative vote of more than half of attending members of the Board;

2.10. Decisions of the Academic Board come into effect after being approved by the Rector of the University;

2.11. Sessions of the Academic Board are registered by minutes that are signed by the chairman and the academic secretary of the Board;

2.12. Sessions of the Academic Board are conducted at least once a month during an academic year;

2.13. The Academic Board works according to a plan developed for each year (semester) and approved at a panel session of the Academic Board.

3. Primary Objectives of the Academic Board

3.1. Management of the University activity for the purpose of assuring quality of education services according to the requirements of the State Compulsory Standards;

3.2. Assurance of implementing the State programs in the sphere of education and research.

4. Principal Authorities of the Academic Board

4.1. Solution of vital questions of academic, methodical, research, education and financial-economic activity of the University;

4.2. Presentation of suggestions and amendments to the University Charter;

4.3. Determination of the University development concept;

4.4. Approval of the University structure. Solution of the issues on establishing, reorganizing and eliminating structural units of the University;

4.5. Approval of working curricula of specialties;

4.6. Approval of an editorial calendar of the publications of academic and methodical and scientific literature;

4.7. Review and approval of prospective plans and programs of the University development in basic directions of academic and methodical, scientific and research, educational work and international relations;

4.8. Debriefing of reports of the Rector, Vice-Rectors, and the heads of structural units;

4.9. Approval of dissertations subjects, research supervisors, advisers for Master and doctoral students;

4.10. Consideration of representations for awarding Honorary titles, State and departmental awards, scholarships, recommendations for competitions;

4.11. Award of academic, honorary titles and awards of the University, and scholarships;

4.12. Decisions regarding development of the State language and language of students instruction;

4.13. Approval of principal provisions about implementing innovative education technologies and knowledge assessment;

4.14. Approval of rules for rating assessment of the University teaching staff;

4.15. Decision on transferring students from the paid education to the education under the state education grants;

4.16. Solving issues of social protection of students and employees;

4.17. Consideration of and making suggestions on projects of fundamental regulatory and legal documents regulating the University activity;

4.18. Consideration of arrangements for using extra-budgetary funds, and directions for reinvestment of incomes earned by rendering commercial services and sale of manufactured products;

4.19. Discussion of results of student body formation;

4.20. Consideration of suggestions on opening new programs;

4.21. Consideration of other issues requiring collective decisions.