



I Assent
 The Board Member – Vice-
 Rector for Academic Affairs
 NAO «Abylkas Saginov
 Karaganda Technical University»
 Temerbayeva A.M.
 « » 2023 y.

The work plan of the Faculty of Energy, Automation and Telecommunications for the
 2023/2024 academic year

Name of the event	Responsible performers	Deadlines for execution
1	2	3
1. Organization of the educational process and educational and methodical work		
Improvement of work on interaction with employer organizations: field meetings, coordination and approval of the UMKD, organization of educational and industrial practices -100 % participation of employers in the organization of students' academic and industrial practice; - Discussion and coordination of educational programs and educational and methodological developments with employers and social partners 100%	Head of Departments	According to the plan of meetings with the enterprises of the corporation
Constant monitoring of student attendance, compliance with the Charter, internal regulations - Analysis of the identification of groups of Faculty with low academic performance; - To carry out work on informing first-year students about the rules of the educational process organization; - Analysis of the results of the examination session on Faculty teaching staff with the identification of low academic performance and attendance. Identification of the causes of low academic performance for this teacher; - To increase the effectiveness of the curators' work in timely communicating relevant information to students of academic groups.	Dean	Weekly
The use of an automated system in the educational process (schedule of classes, student performance, student body, UMKD, etc., placement and use of them in the university portal) in all disciplines of departments by 100% - Control over the placement of the Faculty's teaching Staff; - Control over the timely filling of logs; - Control over the closure of ROK statements, KP and exams	Dean, head of Departments	Daily
An increase in the number of textbooks in basic, core and elective disciplines by 20% - - textbooks, methodological recommendations in the amount of 23	Head of Departments	According to the UML plan

<p>Increasing the level of education of departments by 10%</p> <p>Obtaining a PhD degree</p> <ul style="list-style-type: none"> - Shaltakov S.N. kaf Physics - - Bazhanova D.K. kaf ES - Baidyusenov G.N. kaf ES - Ospanov B.K. kaf ES - Kayumov D.I. kaf ES - Gavrilova M.A. kaf.Shh 	Head of Departments	Daily
<p>Ensuring at least 15 % of the internal academic mobility of students</p> <ul style="list-style-type: none"> - - VKTU, VKTU, KazATU, KarU 	Head of Departments	according to the comprehensive program
<p>Conducting career guidance work in schools and colleges of the city, region and Kazakhstan</p> <ul style="list-style-type: none"> - Holding an open day - Preparation, organization and participation in student Olympiads, competitions and conferences 	Dean, head of Departments,	According to the CPOR plan March
<p>The results of the boundary controls of the autumn semester, preparation and holding of the winter examination session 2023-2024 academic year</p> <ul style="list-style-type: none"> - Results of the examination sessions of the 2023-2024 academic year and work with debtors - To carry out work on the timely conclusion of contracts for re-education, especially for students who have poor academic performance and graduate students 	Dean, head of Departments	October, December, January, March, April, May
<p>Approval of the work plan and composition of the Faculty's COC for 2023-2024 academic year: readiness of departments for the new academic year, educational and methodological provision</p>	head of Departments	September
<p>Work to reduce by 10% the number of students left for a repeat course:</p> <ul style="list-style-type: none"> - - Calculation of the intermediate GPA based on the results of the autumn semester session in order to identify students who do not have a transfer score; - To strengthen the work on informing parents and relatives of the student. 	Dean, head of Departments	Daily
<p>Implementation of at least 2 Double Degree educational programs with partner universities from among the TOP 700 QS-WURS for obtaining two or more academic degrees</p> <ul style="list-style-type: none"> -TPU Research Institute - MEI 	Нурмаганбетова Г.С. Нешина Е.Г.	August
2. Training and retraining of personnel		
<p>Employment of graduates in the specialty in the first year after graduation – 85%:</p> <ul style="list-style-type: none"> - Active participation of graduates in the Job Fair; - Work with enterprises of the bases of practices and KU for the employment of graduates; - - Participation in various exhibitions and competitions of students of the Faculty to promote the status of a graduate; - Increase the percentage of completion of theses on problematic issues of enterprises 	Dean, head of Departments	June-August

<p>Ensuring preparation for the competitive selection of 90% of graduates and teaching staff for master's and PhD studies</p> <ul style="list-style-type: none"> - To increase the effectiveness of consultations for the preparation of admission in these areas: - To analyze the delivery of previous years with the study of problem areas: - To carry out constant knowledge cross-sections in order to track the dynamics of results. 	Head of Departments	Daily
<p>Training of the personnel reserve, the share of employees – 5%</p>	Head of Departments	Daily
<p>Professional development of teaching staff through training at the FPC, various courses and internships</p> <ul style="list-style-type: none"> - LLP MTU "Quartz" (9 PPS) - in JSC "KAZPROMAVTOMATIKA" (13 points) - - in JSC "Megalight Engineering" (13 points) 	Dean, head of Departments, ПИIC	according to the comprehensive program
<p>Conducting open classes for teaching staff of departments of the Faculty</p>	Head of Departments	According to the plan of open classes
<p>Conducting master classes with the involvement of young teachers</p>	Head of Departments	According to the master class plan
3. Improvement of the laboratory and material and technical base		
<p>Purchase and installation of new laboratory equipment:</p> <ul style="list-style-type: none"> - Laboratory installation "Emergency modes of the 110/10/0.4 kV distribution electric network" - Modular educational laboratory "Energy saving in electric lighting systems": - Laboratory stand "Switchgear in electrical networks" 	Нешина Е.Г.	During the school year
<p>Purchase and installation of new laboratory equipment:</p> <ul style="list-style-type: none"> - Laboratory installation "Study of the heat capacity of solids" - - Laboratory installation "Investigation of the operation of the Michelson interferometer" - Laboratory installation "Faraday effect and determination of the Verde constant" 	Турдыбеков Д.М.	During the school year

<p>Purchase and installation of new laboratory equipment:</p> <ul style="list-style-type: none"> - A training stand based on Mitsubishi Electric equipment (Japan), consisting of 1 0.75 kW asynchronous electric motor, a frequency converter, an operator panel, an encoder and switching and lighting equipment; - A training stand based on Mitsubishi Electric equipment (Japan), consisting of controller equipment, operator panel and switching and lighting equipment; - - R04CPU iQR CPU module, 40 t. Steps; - R60AD4 Analog input module, 4 channels, current/voltage; - - RJ61BT11 CC-Link Communication Module, Master/Local Station CC-Link Ver.2; - GT2710-STBA Graphic panel <p>with touch screen 10.4": TFT Display, 65536 colors, 800x600, Multi-touch touch screen, Ethernet; RS422\485; RS232; USB (host 1ch+dev 1ch); SD card, 220B AC power supply; IP67F</p>	Юрай В.В.	During the school year
<ul style="list-style-type: none"> - Educational laboratory complex "Theory of electrical communication"; - Educational laboratory complex "Radio Automation-linear and continuous pulse systems" 	Калиаскаров Н.Б.	During the school year
4. Development and implementation of new information technologies in the educational process		
Development and implementation of 15 MOOCs and 10 video lecture courses in the educational process	Head of Departments	According to the EOR plan
Improving the level of ICT proficiency by representing the university in the digital educational space:	Head of Departments	Daily
Provide 200 external links to the map	Dean Head of Departments	Daily
Constant work on updating information on the pages of the Faculty and departments in three languages	Head of Departments	During the school year
5. Scientific research and international cooperation		
Formation of R&D circles	Научные руководители	September
Participation in competitions of scientific projects and works for grant financing in scientific developments and directions of departments of the Faculty with the inclusion of students	Head of Departments	During the school year
Implementation of contractual and state-funded research with the inclusion of students (5% of the contingent)	Head of Departments	During the school year

Students' participation in annual conferences held by the University:	Head of Departments	March June
- Republican student scientific conference "Contribution of youth science to the implementation of the Strategy "Kazakhstan-2050":	Head of Departments	January
- International scientific and practical conference "Integration of science, education and production - the basis for the implementation of the national plan"	Head of Departments	November May
Students' participation in the Republican Research and Development Competition	Югай В.В. Калиаскаров Н.Б. Алькина А.Д. Юрченко А.В.	Daily
Participation in external academic mobility competitions	Ясинский В.Б.	Daily
To continue international cooperation on the topic:	Маженов Н.А.	Daily
"A new generation information and measurement system based on fiber-optic sensors"	Нурмаганбетова Г.С.	Daily
6. Improving educational work		
Appointment of academic group curators	Deputy Dean for Educational Work	August
Constant updating and addition of the University's IP database for student portfolios	Deputy Dean for Educational Work	Daily
	Deputy Dean for Educational Work	September
Familiarization with the Charter of the University, internal regulations, schedule of the educational process, etc.	Deputy Dean for Educational Work	
Approval of calendar plans for curatorial hours	Секретарь ФЭАТ	September
Issuance of certificates from the place of study	Deputy Dean for Educational Work	
Working with students from social categories	Deputy Dean for Educational Work	On demand
Results of the work of the faculty's professional bureau, holding meetings and meetings with faculty assets	Deputy Dean for Educational Work	Constantly
Organization of events in the student dormitory "Armandastar Ordasy"	Deputy Dean for Educational Work	April
Preparation of documents for participation in the competition "The best curator", "The best student", "The best headman", "The best group"	Dean, Deputy Dean for Educational Work	Daily
Questionnaire of students of 1 – 4 courses of the FET card with the purpose of studying the quality of training of students and professional masters of training "teacher with eyes of students". 100%	Dean, Deputy Dean for Educational Work	October
Master Class: "V. Byrka - учены, organizer, учитель. The main Scientific School of automation of production processes of Kazakhstan"	AiU-21-2	September
(Ohvat -30)	PE-21-1	November