

**«Approve»**  
 Dean of the Faculty of Engineering  
 Economics and Management  
 \_\_\_\_\_ Biryukov V.V.  
 « \_\_\_\_ » \_\_\_\_\_ 2022

**Educational work plan for the Department of  
 "Economics and Enterprise Management" for the  
 2021-2022 academic year**

№	Activities	Date	Responsible
1	2	3	4
<b>1. Organizational work</b>			
1	Discussion of the quality of curatorial hours in academic groups supervised by teachers of the department at meetings of the department	During the year	Head of the department, senior tutor
2	Organization of the work of the electronic community of students of the group	During the year	tutors of groups
8	Analysis of curators' reports on the work carried out in groups	2nd decade of January 2022, 3rd decade of June 2022	Head of the department, senior tutor
9	Providing methodological assistance to young curators and curators of the 1st year	During the year	senior tutor
<b>2. Educational work</b>			
1	Selective control of curatorial hours on academic performance and attendance	During the year	Head of the department, senior tutor
2	Conducting group reviews based on the results of current certifications	4 times during the academic year according to the schedule of the educational process	Head of the Department, senior tutor group tutors
3	Constant communication with parents	during the year	tutors of groups
4	Dorm duty	according to the schedule	tutors of groups
6	Explanation of the University Charter and internal regulations, strategic orders and speeches of the rector	constantly	tutors of groups
<b>3. Patriotic education</b>			
2	To organize and control the quality of curatorial hours on the topic "Innovative development of the industry of Kazakhstan"	January - May 2022	senior tutor, curators of 2nd year groups
3	Organize and control the quality of curatorial hours on the topic "Contribution of outstanding scientists and teachers to the development of KSTU"	January - May 2022	senior tutor, curators of 3rd year groups
4	Organize and control the quality of curatorial hours on the topic "Fundamentals of Kazakhstan Law"	February - May 2022	senior tutor, curators of 3rd year groups
<b>4. Cultural and sports work</b>			

2	Organize and control the quality of curatorial hours on the topic "World Development Trends"	February - May 2022	senior tutor, curators of 1st year groups
3	Organize and control the quality of curatorial hours on the topic "Ecology and health of the nation"	January - May 2022	senior tutor, curators of 4th year groups
4	Participation in the organization of the graduation ceremony	July 2022	curators of 4th year groups
<b>5. Labor and legal education</b>			
1	Organization of student participation in the summer working semester	July-August 2022	curators of 1st year groups
2	Organize and control the quality of curatorial hours on the topic "Contribution of outstanding engineers to the industrialization of the country"	February - May 2022	senior tutor, curators of 2nd year groups

**Deputy Dean for EW EEMF**

**A.O. Uaidilda**