

**EKIBASTUZ ENGINEERING AND TECHNICAL INSTITUTE
NAMED AFTER ACADEMICIAN K.SATPAYEV**



"Approved"
Chairman of the Academic Council,
Rector, Candidate of Technical
Sciences, associate professor
D.M. Sivaraksha
2023



**THE ACADEMIC COUNCIL'S WORK PLAN
for the 2023-2024 academic year**

№	Issues considered	Speaker
Protocol № 1 - August		
1.	Review and approval of the Academic Council's plan for the 2023-2024 academic year.	Rector Academic Secretary
2.	The results of the Institute's activities for the 2022-2023 academic year and priority areas in the new academic year.	Rector
3.	Approval of the volume of teaching load and staffing for the 2023-2024 academic year	Vice-Rector for EMW
4.	Exclusion of educational programs from the Register of educational programs of higher and postgraduate education	Vice-Rector for EMW
5.	Approval of updated educational programs for the 2023-2024 academic year	Head of Education department
6.	The results of spring examination session and summer semester for the 2022-2023 academic year	Dean of the Faculty
7.	Competition question	Chairman of Competition Commission
8.	Approval of the weighted average assessment of students' academic achievements (GPA) for the 2023-2024 academic year.	Dean of the Faculty
9.	Approval of Working curricula for 1st year students for the 2023-2024 academic year.	Head of Education department
10.	Miscellaneous	
Protocol № 2 - September		
1.	The results of the admissions committee work in 2023. Consideration and approval of career guidance plan for recruitment of students for the new 2023-2024 academic year	Head of CGSR center
2.	Information about the employment of graduates	Deputy Dean
3.	Consideration and approval of the Comprehensive exam questions (Final certification)	Vice-Rector for EMW
4.	Approval of topics, scientific supervisors, consultants of theses (diploma projects)	Vice-Rector for EMW
5.	Miscellaneous	

Protocol № 3 October		
1.	About the work of Automation and Distance Learning Center	Head of the Automation and Distance Learning Center
2.	Approval of exam programs in the discipline "History of Kazakhstan"	Head of Education department
3.	Miscellaneous	
Protocol №4 November		
1.	About the work of Academic Mobility and International Cooperation Service	Vice-Rector for Research and IR
2.	On the approval of the form of examinations during the interim certification (examination session) and the state examination in the discipline "History of Kazakhstan". Approval of the chairman and members of the state exam on the discipline "History of Kazakhstan".	Dean of the Faculty
3.	Miscellaneous	
Protocol № 5 December		
1.	About the QMS, standardization and norm control service work	Head of the QMS, Standardization and Norm Control Management Service
2.	Research work of the Institute	Vice-Rector for Research and IR
3.	About organization of diploma design in 2024.	Head of Education department
4.	On the approval of candidacies of chairmen and members of Attestation Commissions	Head of Education department
5.	Miscellaneous	
Protocol № 6 January		
1.	On the results of academic activity of fall semester of the 2023-2024 academic year and further improvement of the quality of educational process	Dean of the Faculty
2.	Rector's report on implementation of the strategic plan of the university for 2023	Rector
3.	Miscellaneous	
Protocol № 7 February		
1.	On the results of educational work	Head of EWD
2.	About the work of the library	Head of the library
3.	On the work of the Institute Supervisory Board	Chairman of SB
4.	Miscellaneous	
Protocol № 8 March		
1.	About the career guidance work of Ekibastuz Engineering and Technical Institute named after academician K.Satpayev and its further development	Head of CGSR center
2.	On the approval of educational process schedule and the academic calendar of Bachelor's degree for the 2024-2025 academic year	Vice-Rector for EMW
3.	Approval of educational programs in all areas of training	Vice-Rector for EMW
4.	Miscellaneous	
Protocol № 9 April		
1.	On the approval of elective disciplines catalog in all areas of training and time standards for the 2024-2025 academic year	Vice-Rector for EMW
2.	About preparation for International Scientific and Practical	Vice-Rector for Research and

	Conference	IR
3.	AC Chairmen's Reports	Vice-Rector for EMW
4.	On the progress of the Final certification	Head of Education department
Protocol № 10 May		
1.	About the career center	Head of EWD
2.	On the results of conference	Vice-Rector for Research and IR
3.	On approval of the rules for students admission to EETI for the 2024 academic year	Head of CGSR center
4.	About organization and course of students' summer semester.	Dean of the Faculty
5.	Miscellaneous	
Protocol № 11 June		
1.	Reports of the collegial bodies of the Institute for the 2023-2024 academic year and work plans for the 2024-2025 academic year	Rector Vice-Rectors Dean Head of Departments Heads of structural divisions
2.	Reports of the Chairmen of the AC	Chairmen of the AC
3.	On the implementation of the Academic Council decisions for the 2023-2024 academic year	Academic Secretary
4.	Miscellaneous	

Secretary of the Academic Council

Abeuova A.A.