

Regulation on School's Advisory Board

Each School has an **Advisory Council**, which includes a dean, a program leader, teachers, a representative of a foreign university, alumni, representatives of employers and students. The Advisory Council analyzes and reviews the content and structure of the programs, provides recommendations based on changes in employers' requests, professional standards, and best practices. The Advisory Council organizes and improves monitoring of the quality of the educational process and the quality of training of students. At the meetings of the Advisory Board, issues of relevance and ensuring high-quality training of students are raised, the working curriculum, learning outcomes, and the passport of the educational program are discussed and approved.

Regulations on the Advisory Council of the School's

1. General Provisions

1.1. The Advisory Council is an advisory body at the School on the development of educational programs and the provision of quality educational services.

1.2. In its activities, the Advisory Council is guided by the legislation of the Republic of Kazakhstan, internal regulatory documents, and these Regulations.

1.3. The composition of the Advisory Council is formed from representatives of science, education, business, public service, experts in the field of education, economics, students and graduates of relevant educational programs.

1.4. The chairman of the council is the dean of a certain School.

1.5. The Council operates on a voluntary basis.

1.6. Decisions of the Council, taken in the form of proposals and protocols, are advisory in nature.

1.7 The Council is organized, reorganized and liquidated by the order of the Rector of the University.

2. Purpose and main tasks

2.1. The purpose of the Advisory Council is to improve the quality and introduce new trends in relevant professional areas in educational programs by creating an effective communication platform for the university, science and business.

2.2. Tasks:

- assistance in the implementation of educational services;
- assistance in determining priority and promising areas for the development of educational programs;
- ensuring the interaction of the school with the scientific and business community on the issues of training personnel in demand on the labor market.

3. Functions

The main functions of the Advisory Council:

- development and implementation of the work plan of the Advisory Council together with the Schools;
- advisory, informational and methodological assistance to improve and develop the content of the School programs;
- implementation of the principles and forms of implementation of the social responsibility of business in the curricula and programs of Schools;
- development of practical measures to address the urgent and priority tasks of higher education in Kazakhstan.

Functions are formed in accordance with the current business processes and, when changes are made, be considered valid for the newly approved business processes.

4. Powers of the Council

4.1. Make decisions on the implementation of the activities of the Council, having a recommendatory nature.

4.2. Request and receive from the administrative staff of the Schools the information necessary for the performance of the tasks assigned to the Council.

4.3. Give instructions to members of the Council on the preparation of issues to be considered at meetings of the Council.

4.4. Involve, in the prescribed manner, administrative and managerial personnel, legal entities and individuals to develop proposals on the areas of activity of the Council.

4.5. Invite representatives of the administration and structural divisions of the University to meetings of the Council.

4.6. To forward to the Dean of Schools the recommendations adopted by the Council.

5. Composition of the Council

5.1. The personal composition of the Council is approved by the order of the Rector of the University, for a period of 3 years, in the amount of at least 5 members. Early termination of membership in the Council is possible.

5.2. The Council consists of the Chairman of the Council, members of the Council, one of which acts as the secretary of the Council.

5.3. The members of the Council include:

- representatives of government authorities, social and entrepreneurial corporations, national companies;

- heads and members of small, medium and large businesses;

- leading representatives of the scientific and pedagogical community in the field of education;

- Members of the Advisory Council representing the business community must meet the following requirements: membership in professional associations in the areas of the School's programs. (Some Schools have their own rules for members of the Advisory Council. For example, in the School of Management, membership can only be granted to representatives of companies with an average annual income of 30,000 MCI).

- leading representatives of civil society;

- experts in the field of education, law, economics, political science, international relations;

- teachers and staff, representatives of the administration of the University;

6. The procedure for the implementation of activities

6.1. The Council carries out its work in accordance with the work plan and agenda of the meeting approved by the Chairman of the Council.

6.2. Meetings of the Council are convened by the Chairman of the Council and are held, as a rule, at least once a year.

6.3. Council meetings may be held in person, online, in exceptional cases by e-mail.

6.4. Meetings of the Council are considered competent if at least two thirds of its members take part in their work.

6.5. Decision-making by the Council is carried out by open voting. The decision is considered adopted if the majority of the Council members present at the meeting voted for it. In exceptional cases, with an equal number of votes, the vote of the Chairman of the Council is decisive.