APPROVED BY

Member of the Management Board for Academic Affairs, Vice-Rector
NLC "Karaganda National Research University named after academician Ye.A. Buketov"
M.M. Umurkulova
"__" _____ 2026

REGULATIONS
on the Faculty Quality Assurance Commission of the Karaganda National Research University named after academician Ye.A. Buketov

(as amended on 23 October 2026, Minutes No. 4 of the Academic Council)

1. General Provisions

1.1 These Regulations have been developed in accordance with Law of the Republic of Kazakhstan No. 319-III dated 27 July 2007 "On Education"; the Rules for Organising and Conducting Educational and Methodological and Scientific and Methodological Work in Educational Organisations, No. 583 dated 29 November 2007; and the Model Rules for the Activities of Higher and Postgraduate Education Organisations, No. 595 dated 30 October 2018.

1.2 The Faculty Quality Assurance Commission (hereinafter referred to as the Commission) is a collegial body that ensures the implementation of the University's academic policy and monitors the quality of specialist training.

2. Operating Procedures of the Faculty Quality Assurance Commission

2.1 The Commission's term of office is one academic year.

2.2 The composition of the Commission is approved by the Faculty Council upon the recommendations of the heads of departments.

2.3 The Commission operates in accordance with an annual plan adopted at a meeting of the Academic Board and approved by the Member of the Management Board for Academic Affairs – Vice-Rector.

2.4 Meetings of the Commission are held at least once every two months.

2.5 Decisions of the Commission are adopted by open vote.

2.6 Each meeting of the Commission is documented in minutes signed by the Chair and the Secretary.

3. Composition of the Faculty Quality Assurance Commission

3.1 The permanent membership of the Commission includes representatives of the academic staff from all departments of the Faculty. Students and employers may

be invited to serve on the Commission, and their participation in meetings may be selective and determined by the Chair. The participation of students and employers in a Commission meeting shall be determined by the content of the meeting agenda.

3.2 Representation shall safeguard the interests of all departments of the Faculty. The number of Commission members may not be less than the number of departments within the Faculty and shall be no fewer than nine.

3.3 A quorum for a meeting shall consist of at least two-thirds of the permanent members.

3.4 The Commission is headed by a Chair who has experience in methodological and teaching work at a higher education institution.

4. Functions of the Faculty Quality Assurance Commission

4.1 Providing methodological support for the educational process at the Faculty;

4.2 Planning reciprocal classroom observations by the Faculty's academic staff;

4.3 Conducting reciprocal classroom observations, analysing the quality of classes, and developing recommendations for improvement;

4.4 Participating in the development of planning documents for the advancement of the Faculty's educational and methodological resources;

4.5 Organising activities to enhance the teaching skills of the Faculty's academic staff;

4.6 Providing methodological assistance to academic staff in the implementation of educational programmes;

4.7 Analysing the academic performance of Faculty students and the satisfaction of participants in the educational process with the quality of training;

4.8 Participating in the implementation of the University's strategic objectives aimed at ensuring the quality of education;

4.9 Monitoring the effectiveness of knowledge assessment mechanisms in the context of the Academic Integrity Rules of the Academician E.A. Buketov Karaganda National Research University;

4.10 Reviewing draft innovative educational programmes submitted to the University Academic Board for consideration;

4.11 Interacting with the University Academic Board within the framework of the approved work plan and the University's education development strategy;

4.12 Developing the Commission's work plan for the academic year;

4.13 Participating in the development of publication plans for educational and methodological materials within the Faculty's educational programmes, including materials in electronic format;

4.14 Monitoring the quality of educational and methodological materials prepared by academic staff;

4.15 Informing heads of departments and the Dean of the Faculty about potential quality-related risks and decisions of the University Academic Board;

4.16 Organising the Faculty's implementation of decisions adopted by the Academic Board.

5. Procedure for Approving and Amending the Regulations on the Faculty Quality Assurance Commission

5.1 These Regulations are approved by the Member of the Management Board for Academic Affairs – Vice-Rector;

5.2 These Regulations may be amended or supplemented in response to new external requirements for the organisation of academic work at the University, updates to the Academic Policy of the Academician E.A. Buketov Karaganda National Research University, or decisions of the Academic Board, Academic Council, or Board of Directors.

Approved at a meeting of the Academic Board of Buketov University
(Minutes No. 1 dated 12 February 2025)