**Approved by the decision**

**of the meeting of the Academic Council**

**NpJSC "Astana Medical University"**

**Protocol No. 3 of February 29, 2024**

**WORK PLAN OF THE ACADEMIC COUNCIL**

**NpJSC "Astana Medical University"**

**for 2024**

**Astana, 2024**

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| **№** | **Dates** | **Issues submitted for discussion by the Academic Council** | **Responsible** |
| 1. | January 2024 | Review and approval of the list of applicants for transfer to vacant state educational grants, based on the results of the winter interim certification of the 2023-2024 academic year. | Dean of the School of Nursing |
| Review and approval of the list of applicants for master's programs for the award of a scholarship established by the President of the Republic of Kazakhstan. | Dean of the Research School |
| 2. | February 2024 | Trends in the development of modern education and science. | Vice-Rector (for scientific work and strategic development) |
| University Research Activity Report 2023. | Vice-Rector (for scientific work and strategic development) |
| Review and approval of master's degree programs. | Dean of the Research School |
| Approval of candidates for chairpersons of the final certification commission for master's degree programs. | Dean of the Research School |
| Approval of the composition of dissertation councils in the specialties “Medicine” and “Public Health”. | Dean of the Research School |
| Approval of the Work Plan of the Academic Council for 2024. | Scientific Secretary |
| Miscellaneous |  |
| 3. | March 2024 | University development strategy: results of implementation and ways for further improvement. | Vice-Rector (for scientific work and strategic development) |
| University Clinical Activity Report 2023. | Vice-Rector (Clinical Affairs) |
| Information on the financial and economic activities of the University for 2023 and long-term work plans for 2024. | Financial Director |
| Miscellaneous |  |
| 4. | April 2024 | State and prospects of digitalization and economic activities of the university. | Managing director |
| Report on the provision of continuing professional education services by the university for 2023. | Director of the Institute of Continuing Professional Education |
| Status and prospects for the activities of the Research Institute of Radiobiology and Radiation Protection. | Director of the Research Institute |
| Miscellaneous |  |
| 5. | May  2024 | Approval of the teaching load of teaching staff for the 2024-2025 academic year. | Vice-Rector (Academic Affairs) |
| State and prospects of university internationalization. | Head of the Center for International Cooperation |
| State and prospects for the activities of the Scientific Research Institute of Preventive Medicine named after Academician E.D. Dalenov. | Director of the Research Institute |
| State and prospects of the library's activities. | Library director |
| Report on the work of the student administration for the 2023-2024 academic year. | Rector of the Student Administration |
| Miscellaneous |  |
| 6. | June 2024 | Approval of educational programs at all levels of education | Deans of schools |
| Report on educational work for the 2023-2024 academic year and approval of the educational work plan for the 2024-2025 academic year. | Vice-rector (for social and educational work) |
| State and prospects of activity of the Scientific Research Institute of Radiology named after Academician Zh.Kh. Khamzabaev. | Director of the Research Institute |
| Report of the chairmen of the SСС for graduates of the 2023-2024 academic year. | Chairmen of the state certification commission |
| Miscellaneous |  |
| 7 | July 2024 | Identification of applicants for transfer to vacant educational grants. | Vice-Rector (Academic Affairs) |
| Identification of applicants for scholarships established by the President of the Republic of Kazakhstan and personal scholarships. | Deans of schools |
| Approval of the list of applicants for personalized scholarships. | Deans of schools |
| Miscellaneous |  |
| 8 | August 2024 | Report on the academic activities of the university for the 2023-2024 academic year. | Vice-Rector (Academic Affairs) |
| Report of the chairmen of the State Attestation Commission on the results of the final certification of PhD and master's students for the 2023-2024 academic year. | Chairmen of the final certification |
| About readiness for the new 2024-2025 academic year. | Vice-Rector (Academic Affairs) |
| Reports of school deans for the 2023-2024 academic years and work plans of school deans for the 2024-2025 academic years. | Deans of schools |
| Miscellaneous |  |
| 9 | September 2024 | Report on the admission of students to NJSC “Astana Medical University” for educational programs for the 2024-2025 academic year. | Responsible Secretary of the Admissions Committee |
| Information about the results of the summer examination session. | Deans of schools |
| Analysis of the results of independent certification of students’ knowledge in basic disciplines in pilot mode. | Deans of schools |
| Report on the work of the Council of Young Scientists (CYS) and the Student Scientific Society (SSS). | Head of CYS and SSS |
| Miscellaneous |  |
| 10 | October 2024 | The state and prospects for the development of the university’s personnel policy. | Executive Director |
| Consideration and approval of applicants for the annual award of the Ministry of Science and Higher Education of the Republic of Kazakhstan “Best University Teacher”. | Vice-Rector (Academic Affairs) |
| Status and prospects for the activities of the Competence Center for the development of remote medical services and big data analysis. | Head of the Competence Center |
| Approval of topics and scientific supervisors of master's theses and scientific advisors of PhD doctoral students. | Dean of the Research School |
| Miscellaneous. |  |
| 11 | November 2024 | Information on the state of preventing and combating corruption. | Compliance officer |
| Consideration and approval of applicants for the annual award of the Ministry of Science and Higher Education of the Republic of Kazakhstan “Best Researcher”. | Vice-Rector (for scientific work and strategic development) |
| Approval of topics and scientific supervisors of master's theses and scientific advisors of PhD doctoral students. | Dean of the Research School |
| Miscellaneous. |  |
| 12 | December 2024 | Main results of the university's work for 2024. | Chairman of the Board - Rector |
| Reports of the Chairmen of the Committees of the Academic Council | Chairmen of the Academic Council Committees |
| Approval of candidates for chairpersons of the state certification commission. | Deans of schools |
| Approval of topics and scientific supervisors of master's theses and scientific advisors of PhD doctoral students. | Dean of the Research School |
| Miscellaneous. |  |