

**APPROVED BY**  
**President-Rector**  
**JSC "Academy of Logistics and Transport"**  
**Amirgalieva S.N.**  
*09 2023.*



**WORK PLAN**  
**of Administration**  
**JSC "Academy of Logistics and Transport"**  
**for the 2023-2024 academic year**

**Almaty 2023.**

## WORK PLAN OF THE UNIVERSITY ADMINISTRATION

Date	Events, types of activities, main issues	Responsible persons for the execution	The structural department preparing the issue	Expected results
1	2	3	4	5
<b>1<sup>st</sup> meeting</b>				
<b>September 11, 2023.</b>	1. About the readiness of institutes and departments for the new 2023-2024 academic year	Zharmagambetova M.S. Vice-Rector for Academic Affairs	Vice-Rector for Academic Affairs	Information
	1.1. Formation of the staff of departments for the 2021-2022 academic year	Zharmagambetova M.S. Vice-Rector for Academic Affairs, Bazhenov R.M. Director of HR Department	Vice-Rector for Academic Affairs, HR Department	Report, presentation
	1.2. Readiness and approval of the educational documentation of the departments (as of 07.09.2023): Calculation of the hours of the department, assignment of the academic load, staffing of the departments	Lipskaya M.A. Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Information
	2. 2. Provision of students in the House of students (students settling in the SH)	Director of the Department of Educational and Social Work Turlybekova Akmaral Salavatovna, Director of the Department of Infrastructure Management Oraz Abzal Amangaliuly	Director of the Department of Educational and Social Work, Director of the Department of Infrastructure Management	Presentation
	3. About the results of the enrollment of students in the 2023-2024 academic year	Blen Zh. Responsible secretary	Admission Committee, Managing Director of	Report, presentation

		of Admission Committee, Managing Director of Marketing Imangaliyev Duman Myrzagalievich	Marketing	
	4. Executive discipline of employees of structural divisions	Yerbosynova M.S. Specialist-expert	Office	Report, presentation
	<b>Various</b>			
<b>2- meeting</b>				
<b>September 25, 2023</b>	1. Report on a business trip to China, participation in the International Forum "China- Eurasia Expo 2023 – International Forum on Education" 15/09/2023.	Vice-rector for Science and Cooperation Gani Balbayev, Beisakhmetova J.A. Chief Specialist of the International Cooperation Department	Vice-rector for Science and Cooperation, Department of Postgraduate Programs and International Cooperation	Report, presentation
	2. Students' attendance	Director of the Institute "Automation and Telecommunication" Toigozhinova Ainur, Director of the Institute "Logistics and Management" Gulmira S. Mussayeva, Director of the Institute "Transport Engineering" Abdreshov Shamil Askarovich	Institute "Automation and Telecommunication"  Institute "Logistics and Management"  Institute "Transport Engineering"	Report, presentation



	3. Monitoring the controlling of training sessions	Kojabergenova A.K. Head of the Office of Academic Planning and Quality Control	Office of Academic Planning and Quality Control	Report, presentation
	4. The work of the permanent commission for monitoring the conduct of training sessions	Baktybayeva K.S. Chief Specialist	Department of Academic Policy and Quality	Information
	5. Executive discipline of employees of structural divisions	Yerbosynova M.S. Specialist-expert	Office	Report, presentation
	<b>Various</b>			
<b>3- meeting</b>				
<b>October 2, 2023</b>	1. Report on a business trip to China, participation in the International Forum “China- Eurasia Expo 2023 – International Forum on Education” 15/09/2023.	Vice-rector for Science and Cooperation Gani Balbayev, Beisakhmetova J.A. Chief Specialist of the International Cooperation Department	Vice-rector for Science and Cooperation, Department of Postgraduate Programs and International Cooperation	Report, presentation
	2. Anniversary Youth Forum based on ALT	Vice-Rector for Corporate and Social Development Ivanov Andrey Alexandrovich	Vice-Rector for Corporate and Social Development	Information
	3. About the results of ALT's participation in the Forum “School of Corporate Volunteering” in Astana	Nurzhan M. Chief Specialist of the Department of Educational and Social Work	Department of Educational and Social Work	Report, presentation
	4. Report of the Institute of Military Affairs on the recruitment and analysis of the Admissions Committee	Head of the Institute of Military Affairs Ishanov Yernazar	Head of the Institute of Military Affairs	Report, presentation



		Khamidullovich		
	5. Students' attendance	Director of the Institute "Automation and Telecommunication" Toigozhinova Ainur, Director of the Institute "Logistics and Management" Gulmira S. Mussayeva, Director of the Institute "Transport Engineering" Abdreshov Shamil Askarovich	Institute "Automation and Telecommunication"  Institute "Logistics and Management"  Institute "Transport Engineering"	Report, presentation
	6. Monitoring the controlling of training sessions	Kojabergenova A.K. Head of the Office of Academic Planning and Quality Control	Office of Academic Planning and Quality Control	Report, presentation
	7. The work of the permanent commission for monitoring the conduct of training sessions	Baktybayeva K.S. Chief Specialist	Department of Academic Policy and Quality	Information
	8. Executive discipline of employees of structural divisions	Yerbosynova M.S. Specialist-expert	Office	Report, presentation
	<b>Various</b>			
<b>4- meeting</b>				
<b>October 9, 2023</b>	1. Participation of the Academy in the Forum "1st Business and Science Event" (30.09.23, Almaty). Reception on the occasion of the celebration of the 74th anniversary of the founding of the People's Republic of China (09/25/23, Almaty)	Vice-rector for Science and Cooperation Gani Balbayev	Vice-rector for Science and Cooperation	Report, presentation
	2. Execution of Order No. 134a dated 09/21/2023 On carrying out sanitary-epidemiological and sanitary-preventive measures in JSC «ALT»	Director of the Department of Educational and Social	Department of Educational and Social Work	Information

		Work Turlybekova Akmaral Salavatovna		
	3. The state and analysis of the information system - LMS of the university. (Letter from the EOM dated 05.10.23. Regarding the relevance of data according to the Criteria for assessing the degree of risk and checklists for the education system, due date is 14.10.23)	Managing Director for Digitalization Anargul Yerbosynova	Department of Digitalization	Information
	4. Executive discipline of employees of structural divisions	Yerbosynova M.S. Specialist-expert	Office	Report, presentation
	<b>Various</b>			Report, presentation
<b>5- meeting</b>				
<b>October 16, 2023</b>	1. The Academy's participation in the Transport Week and in the IV International Transport and Logistics Business Forum "New Silk Way"	Director of the Corporate Cooperation Department	Corporate Cooperation Department	Report, presentation
	2. Execution of order MSHE №14-0 / 968 from 03.10.2023 on participation in the competition "Best Researcher"	Lipskaya M.A. Director of the Department of Academic Policy and Quality, Director of the Institute "Automation and Telecommunication" Toigozhinova Ainur, Director of the Institute "Logistics and Management" Gulmira S. Mussayeva, Director of the Institute "Transport Engineering" Abdreshov Shamil Askarovich	Department of Academic Policy and Quality, Institute "Automation and Telecommunication"  Institute "Logistics and Management"  Institute "Transport Engineering"	Report, presentation



	3. Conducting an internal audit of the Integrated management system at the Academy (execution of Order No. 140 dated 02.10.23)	Lipskaya M.A. Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Information
	4. Conducting online post-monitoring by an expert group (Independent Accreditation and Rating Agency)	Lipskaya M.A. Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Information
	5. Organization of the IBDE educational process in offline format (2.5 g, 3 years of study)	Director of the Institute "Basic and Distance Education" Tashimbetova Akdana Tursynkhanovna	Institute "Basic and Distance Education"	Report, presentation
	6. Information on updating and developing educational programs of higher and postgraduate education (Master's degree, MBA)	Temirbekova M.N. Director of the Department of Postgraduate Programs and International Cooperation, Director of the Institute "Logistics and Management" Gulmira S. Mussayeva, Head of the Department "Transport Logistics and Management" Kenzhebaeva Gaukhar Zhumashevna	Department of Postgraduate Programs and International Cooperation, Department of Science and Innovation, Institute "Logistics and Management"	Report, presentation
	7. Presentation of Planned documentation of departments (current status)	Kojabergenova A.K. Head of the Office of	Office of Academic Planning and Quality	Report, presentation



		Academic Planning and Quality Control	Control	
	<b>Various</b>			
<b>6- meeting</b>				
<b>October 30, 2023</b>	1. The work of the permanent commission for monitoring the educational process	Makhmetova N.M. Chairman, Doctor of Technical Sciences, Professor	Institute "Transport Engineering"	Report, presentation
	2. Information about participation in the competition for grant financing	Ermoldina G.T. Director of the Department of Science and Innovation	Department of Science and Innovation	Information
	3. Conducting the I intravuzovsky stage "The Best Researcher" (ISP. order MSHE №14-0 / 968 from 03.10.2023)	Lipskaya M.A. Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Information
	4. Extension of the internal audit of the Integrated management system at the Academy (according to Order No. 140 dated 02.10.23)	Lipskaya M.A. Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Information
	5. Information on updating and developing educational programs of higher and postgraduate education (Master's degree, MBA, EMBA, MTA)	Temirbekova M.N. Director of the Department of Postgraduate Programs and International Cooperation, Kojabergenova A.K. Head of the Office of Academic Planning and Quality Control	Department of Postgraduate Programs and International Cooperation, Office of Academic Planning and Quality Control	Report, presentation

	<b>Various</b>			Report, presentation
	About the participation of the teaching staff of the Academy in the Bolashak International Scholarship program	Vice-rector for Science and Cooperation Gani Balbayev	Vice-rector for Science and Cooperation	Report, presentation
<b>7- meeting</b>				
<b>November 6, 2023</b>	1. Information on the assignment of bonuses, taking into account labor and performance discipline (discussion and decision-making)	Yerzhan Yermekovich Turlybaev Director of the Legal Department	The Legal Department	Information
	2. Information on the execution of the Order on sanitary-epidemiological and sanitary-preventive measures in ALT	Director of the Department of Educational and Social Work Turlybekova Akmaral Salavatovna, Oraz Abzal Amangalievich director of the Department of infrastructure management	Department of Educational and Social Work, Department of infrastructure management	Report, presentation
	3. Students' attendance of online training sessions	Director of the Institute "Automation and Telecommunication" Toigozhinova Ainur, Director of the Institute "Logistics and Management" Gulmira S. Mussayeva, Director of the Institute "Transport Engineering" Abdreshov Shamil Askarovich	Institute "Automation and Telecommunication"  Institute "Logistics and Management"  Institute "Transport Engineering"	Report, presentation
	4. Monitoring the verification of training sessions online	Kojabergenova A.K. Head of the Office of	Office of Academic Planning and Quality	Report, presentation



		Academic Planning and Quality Control	Control	
	Various			
<b>8- meeting</b>				
<b>November 13, 2023</b>	1. Information on the execution of the Order on sanitary-epidemiological and sanitary-preventive measures in ALT	Director of the Department of Educational and Social Work Turlybekova Akmaral Salavatovna, Oraz Abzal Amangalievich director of the Department of infrastructure management, the representative of the medical center "NurLab", a doctor of the ALT health center	Department of Educational and Social Work, Department of infrastructure management	Report, presentation
	2. On the fulfillment of requests from structural divisions for infrastructure, Information Technology , purchase from 1.09.23 to 10.11.23	Oraz Abzal Amangalievich director of the Department of infrastructure management, Starostin Egor Sergeevich Director of the Information Technology Department, Nurmukhambetov U.H. Procurement Department	Department of infrastructure management, Information Technology Department, Procurement Department	Report, presentation



	3. Students' attendance of online training sessions	Director of the Institute "Automation and Telecommunication" Toigozhinova Ainur, Director of the Institute "Logistics and Management" Gulmira S. Mussayeva, Director of the Institute "Transport Engineering" Abdreshov Shamil Askarovich	Institute "Automation and Telecommunication"  Institute "Logistics and Management"  Institute "Transport Engineering"	Report, presentation
	4. Monitoring the verification of training sessions online	Kojabergenova A.K. Head of the Office of Academic Planning and Quality Control	Office of Academic Planning and Quality Control	Report, presentation
	<b>Various</b>			Report, presentation
	Execution of the Rector's protocol decisions	Toyimbetova S.R. The Assistant Secretary	Office	Report, presentation
<b>9- meeting</b>				
<b>November 20, 2023</b>	1. Interim report on the completed work and work plans of the technopark	Chigambayev Temirbai Otarbaevich Director of the Technopark of ALT	Technopark	Report, presentation
	2. Interim report on the completed work and work plans of the business incubator	Kaltayev Aydin Kaldayakovich Director Business Incubator of ALT	Business Incubator	Report, presentation
	3. Information on the execution of the Order on sanitary-epidemiological and sanitary-preventive measures in ALT	Director of the Department of Educational and Social Work Turlybekova Akmaral Salavatovna,	Department of Educational and Social Work, Department of infrastructure management	Report, presentation

		Oraz Abzal Amangalievich director of the Department of infrastructure management, the representative of the medical center "NurLab", a doctor of the ALT health center		
	4. Information on the results of monitoring the admission of students	Nurlanbek A.D. Head of the monitoring group	Information	Information
	5. Information on the liquidation of accounts receivable for tuition and accommodation	Director of the Institute "Automation and Telecommunication" Toigozhinova Ainur, Director of the Institute "Logistics and Management" Gulmira S. Mussayeva, Director of the Institute "Transport Engineering" Abdreshov Shamil Askarovich , Ishanov Ernazar Khamidullovich Head of the Institute of Military Affairs, Tashimbetova Akdana Tursynkhanovna Director of the Institute of Basic Distance	Institute "Automation and Telecommunication"  Institute "Logistics and Management"  Institute "Transport Engineering"  Institute of Military Affairs Institute of Basic Distance Education Department of Postgraduate Programs and International Cooperation	Report, presentation



		Education, Temirbekova M.N. Director of the Department of Postgraduate Programs and International Cooperation		
	<b>Various</b>			
<b>10- meeting</b>				
<b>November 27, 2023</b>	1. Participation of the Academy in the Congress of the Union of China and five Central Asian countries on personnel training in the field of transport infrastructure construction, (16-21.11.23, China)	Vice-rector for Science and Cooperation Gani Balbayev, Beisakhmetova J.A. Chief Specialist of the International Cooperation Department	Department of Postgraduate Programs and International Cooperation	Report, presentation
	2. Totals at the ACADEMY: with honors from the OSNABRÜCK UNIVERSITY OF APPLIED SCIENCES, (11/15.23); - with the Chairman of the UNITED NATIONS, the JOINT NATIONAL ESPAP, Mr. B.Rakhmatov, (11/16/23); - with the delegation of SOUTHWEST JIAOTONG UNIVERSITY (China), (11/17.23)	Temirbekova M.N. Director of the Department of Postgraduate Programs and International Cooperation	Department of Postgraduate Programs and International Cooperation	Report, presentation
	3. Information about participation in contests «grant financing », «young scientist»	Ermoldina Gulnaz Tleubayeva Director of the Department of Science and Innovation	Department of Science and Innovation	Report, presentation
	4. Organization of academic mobility of students and teaching staff (internal and external)	Beisakhmetova J.A. Chief Specialist of the International Cooperation	Institute "Automation and Telecommunication"	Report, presentation



		<p>Department, Director of the Institute "Automation and Telecommunication" Toigozhinova Ainur, Director of the Institute "Logistics and Management" Gulmira S. Mussayeva, Director of the Institute "Transport Engineering" Abdreshov Shamil Askarovich, Tashimbetova Akdana Tursynkhanovna Director of the Institute of Basic Distance Education</p>	<p>Institute "Logistics and Management"  Institute "Transport Engineering" Institute of Basic Distance Education Department of Postgraduate Programs and International Cooperation</p>	
	<p>5. On the fulfillment of requests from structural divisions for infrastructure, IT, procurement from 1.09.23 to 11/24.23</p>	<p>Oraz Abzal Amangalievich director of the Department of infrastructure management, Starostin Egor Sergeevich Director of the Information Technology Department, Nurmukhambetov U.H. Procurement Department</p>	<p>Department of infrastructure management, Information Technology Department, Procurement Department</p>	<p>Report, presentation</p>
	<p>6. Students' attendance</p>	<p>Director of the Institute "Automation and</p>	<p>Institute "Automation and</p>	<p>Report, presentation</p>

		Telecommunication" Toigozhinova Ainur, Director of the Institute "Logistics and Management" Gulmira S. Mussayeva, Director of the Institute "Transport Engineering" Abdreshov Shamil Askarovich	Telecommunication"  Institute "Logistics and Management"  Institute "Transport Engineering"	
	7. Monitoring the controlling of training sessions	Kojabergenova A.K. Head of the Office of Academic Planning and Quality Control	Office of Academic Planning and Quality Control	Report, presentation
	8. Approval of the monthly calendar of events for the Academy	Turlybekova Akmaral Salavatovna Director of the Department of Educational and Social Work	Department of Educational and Social Work	Information
	<b>Various</b>			
	Executive discipline of employees of structural divisions	Yerbosynova M. S. Specialist-expert	Office	Report, presentation
	Execution of the Rector's protocol decisions	Beisebek S.N. Secretary	Office	Report, presentation
<b>11- meeting</b>				
<b>December 4, 2023</b>	1. About the formation of a social portrait of an ALT student	Turlybekova Akmaral Salavatovna Director of the Department of Educational and Social Work	Department of Educational and Social Work	Information
	2. About the results of the implementation of the anti-corruption policy	Atymtaev E.S. Compliance Officer	Compliance Service	Report, presentation



	3. Formation of a database of certified digital technology experts	Yerbosynova A.S. Managing Director for Digitalization	Office registrar	Information
	<b>Various</b>			
<b>12<sup>th</sup> meeting</b>				
<b>December 11, 2023</b>	1. The results of the meeting "Job Fair"	Dusebaeva A.M., Director of the Department of Corporate Cooperation	Department of Corporate Cooperation	Report, presentation
	2. Information about cooperation with universities in China	Balbaev G.K., Vice-Rector for Science and Cooperation		Information
	3. Information about the Academy's participation in the QS World University Rankings	Temirbekova M.N., Director of the Department of Postgraduate Programs and International Cooperation, Beisakhmetova Zh.A., Chief Specialist of the Office of International Programs	Department of Postgraduate Programs and International Cooperation	Information
	4. Organization of academic mobility of students and teaching staff (internal and external) in the 2 <sup>nd</sup> term	Temirbekova M.N., Director of the Department of Postgraduate Programs and International Cooperation, Beisakhmetova Zh.A., Chief Specialist of the Office of International Programs	Department of Postgraduate Programs and International Cooperation	Report, presentation
	5. Readiness for intermediate and final attestation	Lipskaya M.A., Director of the	Department of Academic Policy and	Report, presentation



		Department of Academic Policy and Quality	Quality	
	<b>Various</b>			
<b>13<sup>th</sup> meeting</b>				
<b>December 19, 2023</b>	1. Information on the implementation of the Digitalization Roadmap	A.S. Yerbosynova, Managing Director for Digitalization		Report, presentation
	2. Information about the preparation for the passage of institutional and specialized accreditation in 2024. Preparation of self-assessment reports	Lipskaya M.A., Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Report, presentation
	3. Information about passing the intermediate attestation	Kojabergenova A.K., Head of the office of academic planning and quality control	Department of Academic Policy and Quality, Institutes	Information
	4. Information on preparations for the meeting of students of transport universities with leading companies in the transport industry with the support of the Ministry of Transport	Chigambayev T.O., Director of "Technopark ALT" Kaltaev A.K., Director of "Business Incubator ALT"	Technopark, Business incubator	Information
	5. About the work of student clubs, creative circles and sports sections	Turlybekova A.S., Director of the Department of Educational and Social Work	Department of Educational and Social Work	Report, presentation
	6. Accounts receivable	Toigozhinova A.J. Director of the Institute of Automation and Telecommunications Musaeva G.S. Director of the Institute	Institutes "Automation and Telecommunications", "Logistics and Management", "Transport	Information

		of Logistics and Management, Abdreshov S.A. Director of the Institute of Transport engineering Tashimbetova A.T., Director of the Institute of Basic and Distance Learning	engineering”, “Basic and Distance Learning”	
	<b>Various</b>			
<b>14<sup>th</sup> meeting</b>				
<b>January 15, 2024</b>	1. The results of the HIGH PROFESSIONAL WEEK "Innovative education management using artificial intelligence"	Duisebaeva A.M., Director of the Department of Corporate Cooperation	Department of Corporate Cooperation	Report and presentation
	2. Information about the award of the international scholarship of the President of the Republic of Kazakhstan "Bolashak" by the Faculty of the Academy	Sergazin G.K., Vice - Rector for Science and Cooperation	Department of Science	Information
	3. Information about the Academy's participation in the QS World University Rankings	Temirbekova M.N., Director of the Department of Postgraduate Programs and International Cooperation	Department of Postgraduate Programs and International Cooperation	Report and presentation
	4. Organization of academic mobility of students (internal and external) in the 2 <sup>nd</sup> term	Temirbekova M.N., Director of the Department of Postgraduate Programs and International Cooperation	Department of Postgraduate Programs and International Cooperation	Report and presentation
	5. Ready for the beginning of the spring semester	Lipskaya M.A., Director of the	Department of Academic Policy and	Information



		Department of Academic Policy and Quality	Quality	
	<b>Various</b>			
	Information about a work trip within the framework of academic mobility (December 11-20, 2023) (Bulgaria, Sofia)	Abdiraimova A.S., Head of the department "Social and Humanitarian Disciplines and Physical Education"	department "Social and Humanitarian Disciplines and Physical Education"	Report and presentation
	Consideration of candidates for referral to the Ministry of Science and Higher Education for the award of vacant educational grants based on the results of the winter examination session of the 2023/2024 academic year	Toigozhinova A.J. Director of the Institute of Automation and Telecommunications Musaeva G.S. Director of the Institute of Logistics and Management, Abdreshov S.A. Director of the Institute of Transport engineering	Institutes "Automation and Telecommunications", "Logistics and Management", "Transport engineering"	Information
<b>15<sup>th</sup> meeting</b>				
<b>January 29, 2024</b>	1. Preparation for the final certification of students on distance learning	Tashimbetova A.T., Director of the Institute of Basic and Distance Learning	Institute of Basic and Distance Learning	Information
	2. Academic performance and attendance of graduate students	Toigozhinova A.J. Director of the Institute of Automation and Telecommunications Musaeva G.S. Director of the Institute of Logistics and	Institutes "Automation and Telecommunications", "Logistics and Management", "Transport engineering"	Report and presentation

		Management, Abdreshov S.A. Director of the Institute of Transport engineering		
	3. Analysis based on the results of monitoring disruptions, delays and violations by teaching staff in the organization of the educational process in the 1st semester. Current status	Lipskaya M.A., Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Information
	4. Organization of work on checking master's theses, theses (projects) for Anti-Plagiarism in the 2023/2024 academic year	Sergazin G.K., Vice - Rector for Science and Cooperation	Department of Science	Information
	5. Action plan and roadmap for the development of ALT science	Sergazin G.K., Vice - Rector for Science and Cooperation	Department of Science	Information
	6. On the state of the Academy's IT infrastructure and a long-term development plan	Starostin E.S., Director of the Department of Information Technology	Department of Information Technology	Report and presentation
	<b>Various</b>			
<b>16<sup>th</sup> meeting</b>				
<b>February 5, 2024</b>	1. On the results of the survey: satisfaction of students with the quality of teaching "Teacher through the eyes of students"	Turlybekova A.S., Director of the Department of Educational and Social Work	Department of Educational and Social Work	Report
	2. About the list of educational admission programs in 2024	Executive Secretary of the Admissions Committee	Admissions Committee	List of Educational programs
	3. On the publication activity of the Academy's	Sergazin G.K., Vice	Department of Science	Information



	scientists in the journals included in the Web of science and Scopus databases	- Rector for Science and Cooperation		
	<b>Various</b>			
<b>17<sup>th</sup> meeting</b>				
<b>February 12, 2024</b>	1. About the work on protecting students from radical religious movements	Turlybekova A.S., Director of the Department of Educational and Social Work	Department of Educational and Social Work	Report and presentation
	2. On the readiness for the final certification of the final course	Lipskaya M.A., Director of the Department of Academic Policy and Quality	Graduating departments	Information
	3. About the work and development prospects of the library and information center	Bryantseva E.V., Director of the Library and Information Center	Library and Information Center	Information
	<b>Various</b>			
<b>18<sup>th</sup> meeting</b>				
<b>February 19, 2024</b>	1. On the results of the survey: satisfaction of students with the quality of teaching "Teacher through the eyes of students"	Turlybekova A.S., Director of the Department of Educational and Social Work	Department of Educational and Social Work	Report
	2. About the organization of the educational process in the winter semester of the 2023-2024 academic year: problems and solutions	Lipskaya M.A., Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Report
	3. On the state of mass sports work and formation of a healthy lifestyle at the Academy	Turlybekova A.S., Director of the Department of Educational and Social Work	Department of Educational and Social Work	Report and presentation

		Work		
	<b>Various</b>			
	On the progress of organizing the registration of students for academic disciplines	Yerbosynova A.S., Managing Directors for Digitalization, Head of Registration Department	Registration Department	Information
<b>19<sup>th</sup> meeting</b>				
<b>February 26, 2024</b>	1. On the implementation of Internal Quality Assurance Policies and standards	Zharmagambetova M.S., Vice-rector for academic affairs	Structural divisions	Information
	2. The state and prospects of social and educational work in ALT	Turlybekova A.S., Director of the Department of Educational and Social Work	Department of Educational and Social Work	Information
	3. On the book supply of OP disciplines and the formation of applications for the purchase of educational and methodical work	Bryantseva E.V. Director of the Library and Information Center	Library and Information Center	Information
	<b>Various</b>			
<b>20<sup>th</sup> meeting</b>				
<b>March 4, 2024</b>	1. On the execution of the Rector's order "On preparation for the new 2024-2025 academic year"	Lipskaya M.A., Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Information
	2. About the condition of student accommodation	Turlybekova A.S., Director of the Department of Educational and Social Work	Department of Educational and Social Work	Information
	3. About the work of the Disciplinary Council	Ivanov A.A., Vice- Rector for Corporate	Disciplinary Council	Information



		and Social Development		
	<b>Various</b>			
<b>21<sup>st</sup> meeting</b>				
<b>March 11, 2024</b>	1. Report on the activities of advisors in the organization of educational and methodological work	Yerbosynova A.S., Managing Directors for Digitalization, Head of Registration Department	Registration Department	Report
	2. On the implementation of the ROS component in the educational process for the 2nd half of the 2023-2024 academic year	Lipskaya M.A., Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Report and presentation
	3. About ALT's scientific and innovative activities	Ermolina G.T. Director of the Department of Science	Department of Science	Report and presentation
	<b>Various</b>			
<b>22<sup>nd</sup> meeting</b>				
<b>March 18, 2024</b>	1. About the organization of the educational process in the spring semester of the 2023-2024 academic year: problems and solutions	Lipskaya M.A., Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Report
	2. Monitoring the implementation of the Operational Plan, work plans of departments	Zharmagambetova M.S., Vice-rector for academic affairs	Structural divisions	Information
	3. On the implementation of projects on grants of the Ministry of Education and Science of the Republic of Kazakhstan	Project managers	Department of Science	Information
	<b>Various</b>			
	Planning the teaching staff's workload for the new 2024-2025 academic year	Lipskaya M.A., Director of the	Department of Academic Policy and	Report and presentation

		Department of Academic Policy and Quality	Quality	
<b>23<sup>rd</sup> meeting</b>				
<b>April 1, 2024</b>	1. About the work on protecting students from radical religious movements	Turlybekova A.S., Director of the Department of Educational and Social Work	Department of Educational and Social Work	Information
	2. Educational, methodological and logistical support of educational programs of “Transport Engineering” Institute	Abdreshov Sh.A., Director of Institute of Transport Engineering	Institute of Transport Engineering	Report and presentation
	3. On the readiness for the final certification of the final course	Lipskaya M.A., Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Report and presentation
	<b>Various</b>			
<b>24<sup>th</sup> meeting</b>				
<b>April 15, 2024</b>	1. Information about the course of the first stage of the selection of students for the military department according to the programs: "Reserve officers" and "Reserve Sergeants"	Ishchanov E.H., Head of the Institute of Military Affairs	Institute of Military Affairs	Information
	2. Information about the organization and holding of the Republican Olympiad among students of universities of the Republic of Kazakhstan in ALT	Sergazin G.K., Vice - Rector for Science and Cooperation	Department of Science	Information
	3. Information about the organization and holding of the annual Republican Research and Development Competition in ALT	Sergazin G.K., Vice - Rector for Science and Cooperation	Department of Science	Information
	4. Information on the results of boundary control No. 1	Yerbosynova A.S., Managing Directors for Digitalization, Head of Registration	Registration Department	Information



		Department		
	5. Information on the results of the final certification of graduates of the winter period (bachelor's and master's degrees)	Yerbosynova A.S., Managing Directors for Digitalization, Head of Registration Department	Registration Department	Information
	<b>Various</b>			
<b>25<sup>th</sup> meeting</b>				
<b>April 29, 2024</b>	1. Organization of industrial practice of the 3rd year (provision of practice places)	Dusebaeva A.M., Director of the Department of Corporate Cooperation	Department of Corporate Cooperation	Information
	2. Organization of the 2nd year training practice (presentation of the practice calendar)	Heads of the graduate departments of the institutes "Transport Engineering", "Logistics and Management", "Automation and Telecommunication"	Institutes "Transport Engineering", "Logistics and Management", "Automation and Telecommunication"	Information
	3. Information on the use of software products in the organizational and educational activities of ALT	Sergazin G.K., Vice - Rector for Science and Cooperation	Department of Science	Information
	4. Preparation for the summer examination session	Kojabergenova A.K., Head of the office of academic planning and quality control	Department of Academic Policy and Quality, Institutes	Information
	<b>Various</b>			
<b>26<sup>th</sup> meeting</b>				
<b>May 13, 2024</b>	1. The results of the analysis of the provision of advanced training for teachers (in accordance with clause 13 of the KW) by institutes	Toigozhinova A.J. Director of "Automation and Telecommunication",	Institutes "Transport Engineering", "Logistics and Management",	Information

		Musaeva G.S. Director of the “Logistics and Management”, Abdreshov S.A. Director of “Transport Engineering”	“Automation and Telecommunication”	
	2. Plan of using software products in educational process in the 2024/2025 (problematic issues, training of leading teachers)	Toigozhinova A.J. Director of “Automation and Telecommunication”, Musaeva G.S. Director of the “Logistics and Management”, Abdreshov S.A. Director of “Transport Engineering”	Institutes “Transport Engineering”, “Logistics and Management”, “Automation and Telecommunication”	Report and presentation
	3. On the state of development of new Educational Programs	Lipskaya M.A., Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Information
	<b>Various</b>			
<b>27<sup>th</sup> meeting</b>				
<b>May 27, 2024</b>	1. The results of the events "Job Fair", "Olympiad"	Ivanov A.A., Vice- Rector for Corporate and Social Development		Report and presentation
	2. About the preparation of the Academy staff for the English language exams to participate in the Bolashak program	Sergazin G.K., Vice - Rector for Science and Cooperation	Department of Science	Information
	3. On the preparation of applications for the grant financing competition for the current year	Sergazin G.K., Vice - Rector for Science and	Department of Science	Information



		Cooperation		
	4. About the preparation for the final certification	Kojabergenova A.K., Head of the office of academic planning and quality control	Department of Academic Policy and Quality, Institutes	Information
	<b>Various</b>			
<b>28<sup>th</sup> meeting</b>				
<b>June 10, 2024</b>	1. Reports of structural divisions on the implementation of work plans for the current year	Zharmagambetova M.S., Vice-rector for academic affairs	Structural divisions	Information
	2. On the implementation of individual Work Plans of teaching staff for the 2023-2024 academic year	Lipskaya M.A., Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Information
	3. On the results of the survey: satisfaction of students with the quality of teaching "Teacher through the eyes of students"	Turlybekova A.S., Director of the Department of Educational and Social Work	Department of Educational and Social Work	Information
	<b>Various</b>			
<b>29<sup>th</sup> meeting</b>				
<b>June 24, 2024</b>	1. Information on recruitment to the Military Institute	Ishchanov E.H., Head of the Institute of Military Affairs	Institute of Military Affairs	Information
	2. Information about the final certification of students in the 2023-2024 academic year	Kojabergenova A.K., Head of the office of academic planning and quality control	Department of Academic Policy and Quality, Institutes	Information
	3. Information about the preparatory activities for the presentation of diplomas	Yerbosynova A.S., Managing Directors for Digitalization, Head of	Registration Department, Department of	Information

		Registration Department, Turlybekova A.S., Director of the Department of Educational and Social Work	Educational and Social Work	
	4. On the results of the work of departments, institutes and structural divisions	Lipskaya M.A., Director of the Department of Academic Policy and Quality	Department of Academic Policy and Quality	Information
	5. Information about financial activities	Financial Director	Financial Director	Information
	<b>Various</b>			
<b>30<sup>th</sup> meeting</b>				
<b>July 1, 2024</b>	1. Information about the work of the structural units supervised by the Financial Director	Financial Director	Financial Director	Information
	2. Information about the preliminary ranking results of teaching staff by KPI for 2023/2024	Sergazin G.K., Vice - Rector for Science and Cooperation	Department of Science	Information
	<b>Various</b>			