

“Approve”
Rector of Bukhara State University
 _____ **O.Kh. Khamidov**
 “ _____ ” _____ **2023 .**

It was discussed and approved at the meeting No. 1 of
 Council of Bukhara State University on August 28,
 2023

WORK PLAN

For the 2023/2024 academic year of the Education Quality Control Department of Bukhara State University

№	The content of the work to be carried out	Execution mechanism	Due date	Officials Responsible for implementation
1	Development and approval of the work plan of the department of quality control of education within Bukhara State University (BukhSU).	The work plan of the department is developed on the basis of model documents and approved by the Council of BukhSU.	August, 2023	Head of the department and specialists
2	Evaluation of the KPI system of performance indicators of university teaching staff and management staff within the framework of decisions PQ-60 and 61 of December 24, 2021	On the basis of the developed Regulation on the application of the KPI system of performance indicators of university teaching staff and management staff, automatic assessment of the mechanisms of activity monitoring is carried out on the UNIWORK educational platform in a digitized state.	August, 2023	Head of the Education Quality Control Department, heads of relevant structures, members of the working group
3	Updating the nomenclature of regulatory and legal documents necessary for the activity of the department based on the reforms carried out in the field of education, studying their content and organizing the work of the department accordingly	The regulatory and legal documents related to the activity of the department are studied based on the reforms in the field of education and an electronic database is created, on the basis of which work is organized.	During the 2023/2024 academic year	Z. S. Nurov and the staff of the department
4	Conducting regular lesson analysis processes in order to establish quality education at the university level	In order to establish quality education at the university level, lesson analyzes are regularly conducted at the faculties through video surveillance cameras.	During the 2023/2024 academic year	Z. S. Nurov and the staff of the department
5	Preparing and presenting information and organizing events in this direction in order to ensure the university's participation in international ratings	On September 18 of this year, the national seminar of UI GreenMetric international rating organization will be organized online at the initiative of Bukhara State University as the national coordinator of the rating agency in Uzbekistan. The main goals of the event are to increase	On 18 th of September and on 24-25 th November	Z. S. Nurov and the staff of the department

		the participation of higher education institutions in Uzbekistan in the world rankings, to improve campuses with a sustainable environment, to present the UI GreenMetric rating questionnaire, and to integrate sustainability into education. Preparations for the International Forum of Young Leaders scheduled for November 24-25 will be carried out. The event will be organized at Bukhara State University.		
6	Monitoring of the compliance with the principles of the credit-module system in the education of students of the 1st stage of bachelor's and master's degrees	The complete development and approval of educational and regulatory documents for the introduction of the credit-module system in the education of students of the 1st stage of bachelor's and master's degrees, the introduction of lesson schedules based on the module system in the prescribed manner, the credit-module system requirements, the status of work in this direction in the faculties, guidelines for introducing the new procedure to students are studied. An analysis of the lessons organized on the basis of the module is carried out. The process of organizing independent education is assessed. During the academic year, monitoring of the implementation of the credit module system will be started.	In October, 2023 throughout the academic year	Head of the Education Quality Control Department, heads of relevant structures, members of the working group
7	Preparation of university documents for the rating of HEIs of the Republic for 2023 and submission to the Department of Evaluation of the Efficiency of International and National Indicators of Educational Institutions within the Department of Analysis of the Activities of Higher Education Institutions	In order to determine the place of the university in the ranking of national HEIs for the calendar year 2023, reasonable information will be submitted to the Department of Evaluation of the Efficiency of International and National Indicators of Educational Institutions within the Department of Analysis of Higher Education Institutions	December, 2023 – January, 2024	Head of the Education Quality Control Department, heads of relevant structures, members of the working group
8	To study the involvement of scientific-research institutes, production enterprises and organizations, as well as qualified specialists of foreign countries in the educational process at the university	The involvement of scientific-research institutes, production enterprises and organizations, as well as qualified experts from foreign countries in the educational process at the university is studied.	December, 2023	Staff of Education Quality Control Department
9	Evaluation of the quality of education by conducting anonymous questionnaires among	At the end of the first semester, the objective and fair evaluation of students' knowledge, the quality of the	Twice per semester	Head of the Education Quality

	students at the end of the first semester	lesson and the factors affecting it are studied by conducting anonymous surveys "Teacher - from the perspective of the student" among students, and the results of the study will be presented to the university council for discussion		Control Department, heads of relevant structures, members of the working group
10	To study the organization of independent education at the university (departments).	Conditions related to the organization of students' independent education at the university (availability of methodological recommendations and instructions, provision of educational and laboratory rooms with the necessary equipment, creation of opportunities for their use by students, conditions in the ARM, its work order, computer equipment and their connection to the Internet, speed of operation, availability of Wi-Fi zones, availability of libraries in TTJs, conditions created in them, etc.) are studied. Appropriate proposals are prepared, they are presented to the rector (Council) of the university. The implementation of the specified measures is monitored	February, 2024	Head of the Education Quality Control Department, heads of relevant structures, members of the working group
11	Forming a base of internal public experts at the university and regularly holding seminars within the framework of the tasks assigned to them	A base of internal community experts will be formed at the university, and seminars will be held regularly within the framework of the tasks assigned to them.	Throughout the academic year	Z. S. Nurov and the staff of the department
12	To study the mechanisms of training and promotion of specialized subjects in a foreign language	The teaching of specialized subjects in a foreign language and the availability of incentive mechanisms at BukhSU are studied. Proposals based on study results are prepared and presented to the rector (Council) of the university	March, 2024	Head of the Education Quality Control Department, heads of relevant structures
13	Analysis of the international cooperation established at the university, exchange of students, basic doctoral students, doctoral students, scientific staff on the basis of contracts with foreign countries, organization of international scientific events in the field of science (seminar, conference), scientific research works carried out on the basis of foreign grants, and preparing	Analysis of the international cooperation established at the university, exchange of students, basic doctoral students, doctoral students, scientific staff on the basis of contracts with foreign countries, organization of international scientific events in the field of science (seminar, conference), scientific research works carried out on the basis of foreign grants, and preparing proposals for the development of this area	March, 2024	Z. S. Nurov and the staff of the department

	proposals for the development of this area			
14	To systematically monitor the implementation of issues aimed at improving the quality of education in the work plans of faculties, departments and relevant departments	The implementation of the work plans of the structural units is monitored, the information is summarized and relevant proposals are submitted to the university management (university council) in the established order.	Throughout the academic year	Z. S. Nurov and the staff of the department
15	Monitoring the process of evaluating the level of students' knowledge at the end of the 2023/2024 academic year	At the end of the 2022/2023 academic year, the performance indicators of the students are analyzed based on tests (on the basis of selection), comparison tables, qualitative and quantitative indicators, proposals are prepared and submitted to the rector (Council) of the university. is provided	May-June 2024	Head of the Education Quality Control Department, heads of relevant structures, members of the working group
16	Analytical study of the work of the special commission on the implementation of the distribution of university graduates to workplaces based on appeals (requests) of personnel consumers, monitoring the elimination of existing shortcomings	The real situation is analytically studied based on the information of the university's department of order portfolio formation, job distribution and monitoring of graduates, and the special commission. Based on the results of the study, the measures determined to eliminate the existing deficiencies will be monitored	May-June 2024	Z. S. Nurov and the staff of the department
17	Prepare a report on the implementation of the department's work plan for the end of the 2023/2024 academic year, submit it to the rector of the university and the State Inspectorate	A report will be prepared and submitted to the rector of the university and the State Inspectorate for Quality Control of Education	June, 2024	Z. S. Nurov and the staff of the department

Note: This work plan was approved by the report of the meeting of BukhSU Council on August 28, 2023.

Head of the Education Quality Control Department:

Z.S. Nurov