

**MINISTRY OF HIGHER AND SECONDARY SPECIAL EDUCATION OF THE REPUBLIC OF
UZBEKISTAN**

SAMARKAND STATE UNIVERSITY NAMED AFTER SHAROF RASHIDOV

WORK PLAN OF

**SAMARKAND STATE UNIVERSITY NAMED AFTER SHAROF RASHIDOV FOR 2022-2023
ACADEMIC YEAR**

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“APPROVED”

Rector of SamSU

Khalmuradov R.I.

2022 June

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**SAMARKAND STATE UNIVERSITY NAMED AFTER SHAROF RASHIDOV FOR 2022-2023
ACADEMIC YEAR**

Samarkand - 2022

Work plan of Samarkand State University named after Sharof Rashidov for the 2022-2023 academic year - Samarkand, SamSU, 2022, 67 pages.

This work plan was formulated by the vice-rectors of the relevant areas on the basis of the university's work regulations and summarized by the secretary of the university council M. Boltaev. The work plan is intended for the activities of Samarkand State University for the 2022-2023 academic year and includes issues included in the agenda of the meetings of the University Council and the Council of Deans, youth issues and the spiritual and educational sphere, educational and methodological, research, the formation of a portfolio of customers , distribution and monitoring of graduates, international cooperation, financial and economic, postgraduate education, internal control and monitoring, covers work plans for the implementation and use of information and communication technologies.

The work plan was discussed and approved at a meeting of the university council on June 28, 2022 (minutes 13).

AGREED:

First Vice-Rector for Affairs youth
and spiritual and educational
the work of **NEGMATOVA Sh.Sh.**

Vice-Rector for Academic Affairs
SOLIEV A.S.

Vice-Rector for Research and
innovation **KHUSHVAKTOV H.A.**

Vice-Rector for International
cooperation **AKHATOV A.R.**

Vice-rector for financial and economic work
S. B. ABDUJABBOROV

Senior Legal Counsel **I.B. BURIEV**

Scientific Secretary, Associate Professor **BOLTAEV M.**

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1. ORDER OF WORK OF THE UNIVERSITY.

No.	Current events	Place and date of the event	Time	Responsible
1.	Meeting of the University Council.	On the last Wednesday of each month in the main educational building, room 105.	15.00	Secretary of the University Council
2.	Meeting of the university council for the coordination of spiritual, moral and educational work.	Every third week of the month on Tuesdays in the main educational building, room 105	15.00	First Vice-Rector for Youth Affairs and Spiritual and Educational Work
3.	Dean's Council meeting.	Monday in the main academic building, room 105	15.00	Secretary of the University Council
4.	Meeting of the scientific and technical council.	Every last Friday of the month in the main educational building, room 105.	15.00	Vice-Rector for Research and Innovation H.A. Khushvaktov
5.	Meeting of the educational and methodological council of the university.	Every fourth week of the month on Friday in the main educational building, 105 aud.	15.00	Vice-Rector for Academic Affairs A.S. Soleev
6.	Meeting of the Council of mentors of the university.	On the first Friday of every month in room 105 of the main academic building	15.00	Chairman of the Council of Mentors
7.	Meeting of the scientific society of university students.	2nd Thursday of each month, main building, room 105	15.00	Head of Department for Training Scientific and Pedagogical Personnel
8.	Meeting of the Council of Young Scientists.	Every second Friday of the month in the main educational building, room 105.	15.00	Chairman of the Council of Young Scientists
9.	Meeting of the rector's adviser on women's issues.	On the last Wednesday of each month in the main educational building, room 105.	15.00	Advisor to the Rector for Women's Affairs
10.	University trade union meeting.	On the last Monday of each month in the main educational building, room 105.	16.00	Chairman of the trade union committee Sh. Makhmatmurodov
11.	Spiritual Day. Information hour.	Every week on Tuesday as scheduled	9.30	Head of the spirituality department, deans of faculties
12.	Meeting of faculty councils.	Second Thursday of every month	15.00	Chairmen and secretaries of faculty councils

13.	Meeting of educational and methodological councils of faculties.	Every second Tuesday of the month at faculties	15.00	Chairmen of educational and methodological councils of faculties
14.	Meeting of councils of mentors of faculties.	On the first Thursday of every month at the faculties	15.00	Chairs of Mentor Councils
15.	Department meetings.	First Thursday of every month, in the pulpits	15.00	Heads of departments
16.	Scientific and methodological seminars of departments.	Last Thursday of every month	15.00	Chairmen of scientific and methodological seminars
17.	Cultural events for students.	At the appointed dates and places based on the plan	15.00	Deans of faculties
18.	Organization of evenings, debates, meetings with students.	Every Saturday in student dormitories	17.00	Deans of faculties
19.	Speeches of university creative teams of amateur performances.	Third Saturday of each month as scheduled	17.00	Head of the spirituality department, deans of faculties
20.	Sports activities for teachers and students.	Every Sunday in designated gyms	10.00	Head of the spirituality department, deans of faculties
21.	Monitoring the employment of graduates.	At the Council of Deans in the first month of each quarter	15.00	Vice-Rector for Academic Affairs A.S. Soleev

2. PLAN OF SESSIONS OF THE UNIVERSITY COUNCIL.

No.	Task name	Task Responsible	Task writer	speaker
First meeting. August.				
1.	On the ongoing work to improve the work of tutors at the university.	First Vice-Rector for Youth Affairs and Spiritual and Educational Work.	Head of Department for Youth, Spirituality and Enlightenment	First Vice-Rector for Youth Affairs and Spiritual and Educational Work.
2.	Duties of the department of magistracy of the department in the new academic year.	Head of the Master's Department	Head of the Master's Department	Vice-Rector for Academic Affairs A.S. Soleev
3.	Confirmation of updated prices for tuition and other services provided by the university.	Vice-rector for financial and economic work Abdujabborov S.B.	Head of Planning and Finance Department	Vice-rector for financial and economic work Abdujabborov S.B.
4.	Various tasks			
Second meeting. September.				
1.	Tasks defined in the concept of development of the higher education system until 2030 and target indicators for the development of the education system, tasks defined in Resolution No. PP-82 "On additional measures to further improve the activities of SamSU" Implementation: achievements, problems and shortcomings.	Head of the educational and methodological department, deans of faculties	Educational and Methodological Department	Vice-Rector for Academic Affairs A.S. Soleev .
2.	On the preparation for the "Day of the teacher and mentor" and the organization of its celebration.	First Vice-Rector for Youth Affairs and Spiritual and Educational Work.	Head of Department for Youth, Spirituality and Enlightenment	First Vice-Rector for Youth Affairs and Spiritual and Educational Work.

3.	Analysis of appeals of performing discipline, individuals and legal entities.	Head of the Department for Work with Individuals and Legal Entities, Control and Monitoring Pardaev I.	Head of the Department for Work with Individuals and Legal Entities, Control and Monitoring Pardaev I.	Head of the Department for Work with Individuals and Legal Entities, Control and Monitoring Pardaev I.
4.	The state of participation of researchers and students in competitions for scholarships announced by foreign universities and foundations.	Head of International Cooperation Department, Information Center	Vice-Rector for International Cooperation A. Akhatov	Vice-Rector for International Cooperation A. Akhatov
5.	Various tasks.			
Third meeting. October.				
1.	On the spiritual and educational and educational activities carried out with students living in rented premises and student dormitories.	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.	Head of Department for Youth, Spirituality and Enlightenment	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.
2.	On the preparation of educational and methodological kits (sets of independent study tasks) and electronic resources on subjects taught in the 2021-2022 academic year and their inclusion in the university's distance learning network.	Head of the educational and methodological department, Head of Information Technology Center	Head of the educational and methodological department, Head of Information Technology Center	Vice-Rector for Academic Affairs A.S. Soleev.
3.	The state of provision with educational literature in subjects taught in educational areas and specialties, and the implementation of the university's publication plan for 2022.	Head of the educational and methodological department, deans of the faculty	Educational and methodological management	Vice-Rector for Academic Affairs A.S. Soleev.
4.	Issues of raising funds (international and national grants) for research activities carried out at the university.	Head of the research complex	Head of the research complex	Vice-Rector for Research and Innovation Kh.A. Khushvaktov

5.	Various tasks.			
Fourth meeting. November.				
1.	In accordance with the decree of the President of the Republic of Uzbekistan dated March 19, 2019 “On the implementation of 5 important initiatives to increase interest in culture, art, sports, information technology, reading books in the effective organization of work with youth” Implementation of the tasks specified in decision PQ-6300.	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.	Head of Department for Youth, Spirituality and Enlightenment	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.
2.	Approval of topics and supervisors of master's theses, final qualification dissertations.	Head of the educational and methodological department, Head of the Master's Department	Head of the Educational and Methodological Department, Head of the Master's Department	Vice-Rector for Academic Affairs A.S. Soleev.
3.	Various tasks.			
Fifth meeting. December.				
1.	On the work carried out at the university in accordance with the development strategy of New Uzbekistan for 2022-2026.	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.	Head of Department for Youth, Spirituality and Enlightenment	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.
2.	On the progress of preparations for the rating control of the fall semester of the 2022-2023 academic year.	Head of the educational and methodological department, deans of faculties	Head of the educational and methodological department, deans of faculties	Vice-Rector for Academic Affairs A.S. Soleev.
3.	About achievements, problems and tasks in the field of scientific research in 2022.	Head of Department for Training Scientific and Pedagogical Personnel	Head of Department for Training Scientific and Pedagogical Personnel	Vice-Rector for Research and Innovation H.A. Khushvaktov
4.	Report on the activities of the admissions committee for the 2022-2023 academic year, preliminary results of admission to the magistracy.	Chairman of the Admissions Committee for the Master's Program	Selection committee	Responsible Secretary of the Admissions Committee

5.	Carrying out work on the preparation and signing of draft cooperation agreements and agreements, memorandums with foreign international educational organizations and diplomatic missions, foreign universities.	Deans of Faculties, Head of International Cooperation Department	Vice-Rector for International Cooperation A. Akhatov	Vice-Rector for International Cooperation A. Akhatov
6.	Various tasks.			
Sixth meeting. January.				
1.	Fulfillment of orders and instructions of the Ministry of Higher and Secondary Specialized Education, decisions of the Collegium. Analysis of appeals of individuals and legal entities.	Head of the Department for Work with Individuals and Legal Entities, Control and Monitoring Pardaev I.	Head of the Department for Work with Individuals and Legal Entities, Control and Monitoring Pardaev I.	Head of the Department for Work with Individuals and Legal Entities, Control and Monitoring Pardaev I.
2.	Monitoring employment and changes in professional positions of graduates in the 2021-2022 academic year.	Head of the educational and methodological department, deans of faculties	Head of the educational and methodological department, deans of faculties	Vice-Rector for Academic Affairs A.S. Soleev.
3.	The activities of specialists invited from the US Fulbright program, KOIKA Korea organizations at the university and the results achieved.	Deans of responsible faculties and Head of International Cooperation Department	Vice-Rector for International Cooperation A. Akhatov	Vice-Rector for International Cooperation A. Akhatov
4.	On the financial and economic activities of the university in 2022.	Vice-rector for financial and economic work Abdujabborov S.B.	Head of planning and financial department, chief accountant	Vice-rector for financial and economic work Abdujabborov S.B.
5.	Various problems. 5.1. Appointment of wage increases for employees of universities for 2023.	Vice-rector for financial and economic work Abdujabborov S.B.	Head of Planning and Finance Department	Vice-rector for financial and economic work Abdujabborov S.B.
Seventh meeting. February.				

1.	About the work carried out at the university on the implementation of the project "Corruption-Free Sphere".	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.	Heads of the Department of Spirituality and Education, Anti-Corruption Department	R. Abriev, Head of the Compliance Control Department for Combating Corruption
2.	Analysis of the effectiveness of training highly qualified scientific and pedagogical personnel at the university, analysis of the activities of doctoral studies.	Head of Department for Training Scientific and Pedagogical Personnel	Head of Department for Training Scientific and Pedagogical Personnel	H. Khushvaktov, Vice-Rector for Research and Innovation
3.	The work and results of professors and teachers recruited from foreign universities and organizations to conduct online classes.	Deans of responsible faculties and Head of International Cooperation Department	A. Akhatov, Vice-Rector for International Cooperation	A. Akhatov, Vice-Rector for International Cooperation
4.	Various tasks.			
Eighth meeting. March.				
1.	On the ongoing educational work to prevent such vices as fanaticism, missionary work, crime, delinquency, drug addiction among students.	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.	Head of Department for Youth, Spirituality and Enlightenment	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.
2.	Analysis of the results of rating control for the autumn semester of the 2022-2023 academic year at the faculties.	Head of the educational and methodological department, deans of faculties	Head of the educational and methodological department, deans of faculties	Vice-rector for educational work Soleev A.S.
3.	Status of writing master's theses.	Head of the Master's Department	Head of the Master's Department	Head of the Master's Department
4.	Various tasks			
Ninth meeting. April.				
1.	On the work carried out by the primary organization of the university of the Agency for Youth Affairs of Uzbekistan to increase the socio-political activity of university students.	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.	Head of the Department of Spirituality and Enlightenment, Head of the Primary Organization of the University	A. Norboev, head of the university primary organization of the Agency for Youth Affairs

2.	Preparation for the new academic year and approval of the regulation on recruitment in the process, working curricula and undergraduate and graduate programs.	Head of the educational and methodological department, Head of the department of magistracy, deans of faculties	Head of the educational and methodological department, Head of the department of magistracy, deans of faculties	Head of the educational and methodological department
3.	Ranking indicators of the university for 2022 and a comparative analysis of these indicators by faculties.	H. Khushvaktov, Vice-Rector for Research and Innovation	Heads of the research complex, transfer center	H. Khushvaktov, Vice-Rector for Research and Innovation
for	Status of joint educational programs with prestigious foreign universities.	Dean of the Faculty of International Educational Programs, Head of the Department of International Cooperation	A. Akhatov, Vice-Rector for International Cooperation	A. Akhatov, Vice-Rector for International Cooperation
for	Various tasks.			

Tenth meeting. May.

1.	analysis of appeals of the Performing discipline, individuals and legal entities.	Pardaev I., Head of the department for work with appeals of individuals and legal entities, control and monitoring	Pardaev I., Head of the department for work with appeals of individuals and legal entities, control and monitoring	Pardaev I., Head of the department for work with appeals of individuals and legal entities, control and monitoring
2.	The state of the organization of student practice in undergraduate and graduate programs and increasing its effectiveness.	Head of the educational and methodological department, Head of the Master's Department	Head of the educational and methodological department, Head of the Master's Department	Vice-rector for educational work Soliev A.S.
3.	The results of the educational process in the magistracy of the university and the state of preparation of master's theses, preparation for the IGA tests.	Head of the educational and methodological department, Head of the Master's Department	Head of the educational and methodological department, Head of the Master's Department	Vice-rector for educational work Soliev A.S.

4.	Works and results of foreign professors and teachers involved in lectures, as well as delegations visiting prestigious foreign higher educational institutions, organizations and embassies.	Deans of Faculties, Head of International Cooperation Department	A. Akhatov, Vice-Rector for International Cooperation	A. Akhatov, Vice-Rector for International Cooperation
5.	Various tasks.			
Eleventh meeting. June.				
1.	On the analysis and effectiveness of the work carried out in the spiritual and educational sphere at the university.	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.	Head of Department of Spirituality and Enlightenment	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.
2.	Preliminary IGA test results, preliminary results of the rating control for the spring semester of 2022-2023 academic year.	Head of Educational and Methodological Department, deans of faculties	Head of Educational and Methodological Department, deans of faculties	Soliev A.S., vice-rector for educational work.
3.	The use by professors and researchers of information from the Scopus and Science Direct systems and the publication of articles in journals included in these systems.	Head of the Department of Scientific Research, Innovation and Training of Scientific and Pedagogical Personnel	Head of the Department of Scientific Research, Innovation and Training of Scientific and Pedagogical Personnel	H. Khushvaktov, Vice-Rector for Research and Innovation
fo ur .	Report on international cooperation at the university.	Deans of Faculties, Head of International Cooperation Department	A. Akhatov, Vice-Rector for International Cooperation	A. Akhatov, Vice-Rector for International Cooperation
fi v e.	Various questions. 5.1. Approval of curricula and work plans for the specialties of the master's program for the 2023-2024 academic year. 5.2. Approval of natural science programs in the specialties of the master's program for the 2023-2024 academic year.	Head of the educational and methodological department, Head of the Master's Department	Head of the educational and methodological department, Head of the Master's Department	Head of Educational and Methodological Department

Note : On behalf of the rector, based on the instructions of the Ministry of Higher and Secondary Specialized Education, instructions of the regional government, as well as the need for current work carried out at the university, changes and additions to the agenda of the meeting can be made.

3. SCHEDULE OF MEETINGS OF THE COUNCIL OF DEANS.

No	Task name	Period of execution	Responsible
1.	The state of readiness of educational buildings and premises for the academic year.	August 2022	S. B. Abdujabborov, Vice-Rector for Financial and Economic Affairs
2.	Preparation for the 31st anniversary of the Independence of the Republic of Uzbekistan and the Day of Knowledge.	August 2022	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.
3.	Completion report for the last academic year.	August 2022	Head of Marketing and Student Practice
four.	On the state of payment for the first half of the academic year of senior students and 1st year students studying under a contract for the 2022-2023 academic year.	September 2022 and on dates	S. B. Abdujabborov, Vice-Rector for Financial and Economic Affairs
five.	Appointment of tutors, organization of their activities and placement of students in TTZ.	September 2022	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh., deans of faculties
6.	About the events held in connection with the "Day of teachers and mentors".	September 2022	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.
7.	The state of the organization of the educational process in the 2022-2023 academic year	September 2022	A. Soliev, vice-rector for educational work
8.	The distribution of the teaching load by departments and its compliance with the state. units.	September 2022	A. Soliev, vice-rector for educational work
nine.	On the course of the educational process, the attendance of students and the activities of professors and teachers.	Every week	A. Soliev, vice-rector for educational work
10.	The state of preparation of UMU and electronic resources in subjects and placement in the system of distance education of the university.	September 2022	Head of Educational and Methodological Department
eleven.	The state of research activity is covered on the web page.	September 2022	Head of Department for Training Scientific and Pedagogical Personnel
12.	On the activity of the periodical "scientific herald".	September 2022	Head of the research complex

13.	Fulfillment of duties under the documents of the President of the Republic of Uzbekistan, the Cabinet of Ministers and the Ministry of Education and Culture for international cooperation.	September 2022	A.R. Akhatov, Vice-Rector for International Cooperation
fourteen.	On the activity and the educational programs of the center of instruction in foreign languages.	October 2022	A.R. Akhatov, Vice-Rector for International Cooperation
15.	On the activity of scientific seminars of departments and departments.	October 2022	Head of the Scientific and Pedagogical Department of Personnel Training
sixteen.	The state of preparation of candidates for the State Scholarship named after the President of the Republic of Uzbekistan and the results of the 2021-2022 academic year.	October 2022	Head of the Department of Scientific Research, Innovation and Training of Scientific and Pedagogical Personnel, Deans of Faculties
17.	ONLINE lectures jointly with foreign higher educational institutions.	November 2022	A.R. Akhatov, Vice-Rector for International Cooperation
eighteen.	Results of projects implemented within the framework of state programs.	November 2022	Head of the research complex
nineteen.	Preparation of reports on research activities at the faculties.	November 2022	Head of the research complex
20.	Report on the distribution of university graduates for the 2021-2022 academic year.	November 2022	Head of Marketing and Student Practice
21.	The state of completion of preparations for the autumn-winter season.	November 2022	S. B. Abdujabborov, Vice-Rector for Financial and Economic Affairs
22.	The state of the implementation of educational services and forecasts of the service sector for 2022.	November 2022	S. B. Abdujabborov, Vice-Rector for Financial and Economic Affairs, Head of Planning and Finance Department
23.	Tasks for preparing for the IGA and their implementation.	November 2022	A. Soliev, vice-rector for educational work

24.	Preparation for rating control and final assessments.	December 2022	A. Soliev, vice-rector for educational work
25.	Compliance with safety regulations by students and employees of the university, prevention of fire situations.	December 2022	S. B. Abdujabborov, Vice-Rector for Financial and Economic Affairs, Head of Civil Defense and Occupational Safety Department
26.	Events dedicated to the International AIDS Day.	December 2022	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.
27.	On the occasion of the 30th anniversary of the Constitution of the Republic of Uzbekistan, on spiritual and educational activities carried out at the university.	December 2022	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh., deans of faculties
28.	On the results of admission to doctoral studies and self-study for 2023.	December 2022	Head of Department for Training Scientific and Pedagogical Personnel
29.	About the work carried out with the special groups organized at the faculties.	December 2022	Head of Department for Training Scientific and Pedagogical Personnel
thirty.	Organization of the educational process and scientific practices of graduate students (internships) in the magistracy.	December 2022	Head of the Master's Department
31.	Preparing for the new financial year.	January 2023	S. B. Abdujabborov, Vice-Rector for Financial and Economic Affairs
32.	Organization of meetings with representatives of ministries of education of foreign countries, representatives of international educational organizations and diplomatic missions, delegations of foreign universities, preparation and signing of draft memorandums.	January 2023	A.R. Akhatov, Vice-Rector for International Cooperation
33.	On the activities of the University "Council of Young Scientists".	January 2023	Head of Department for Training Scientific and Pedagogical Personnel
34.	January 14 - about spiritual and educational events held in connection with the Day of Defenders of the Fatherland.	January 2023	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh., S.B. Abdujabborov, Vice-Rector for Financial and Economic Affairs

35.	The tasks are set in the target indicators for the development of the education system for 2022.	January 2023	A. Soliev, vice-rector for educational work
36.	On the preliminary results of the final audits of the autumn session.	February 2023	Head of Educational and Methodological Department
37.	Events dedicated to the 582th anniversary of the birth of Alisher Navoi and the 540th anniversary of the birth of Babur.	February 2023	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh., deans of faculties
38.	The results of the final checks of the autumn semester of the 2022-2023 academic year.	March 2023	Head of the Master's Department
39.	The practical significance of research conducted in laboratories.	March 2023	Head of the research complex
40.	Analysis of the scientific potential of the university in the context of faculties.	March 2023	Head of the research complex
41.	Implementation of the action plan for the celebration of the national holiday Navruz.	March 2023	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.
42.	Determination of the admission plan for the 2023-2024 academic year and the opening of new directions.	March 2023	A. Soliev, vice-rector for educational work
43.	Analysis of the results of the final audits of the autumn session.	March 2023	A. Soliev, vice-rector for educational work
44.	Analysis of the admission plan for the 2023-2024 academic year.	March 2023	Head of Educational and Methodological Department
45.	Progress in preparation for the 2023-2024 academic year.	March 2023	A. Soliev, vice-rector for educational work
46.	On the analysis of the studies of the teaching staff and improving the efficiency of the educational process.	April 2023	Head of the Education Quality Control Inspectorate, Head of the Educational and Methodological Department
47.	State of preparation for IGA tests and MD defenses.	April 2023	A. Soliev, vice-rector for educational work
48.	On the work carried out by the women's committee of the university among the students.	April 2023	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh., Advisor to the Rector for Women's Affairs

49.	Receipt of funds under the contract for the second half of the 2022-2023 academic year.	April 2023	S. B. Abdujabborov, Vice-Rector for Financial and Economic Affairs
50.	Events dedicated to the Day of Remembrance and Gratitude.	2023 May	First Vice-Rector for Youth Affairs and Spiritual and Educational Work Negmatova Sh.Sh.
51.	Definition and distribution of jobs for graduates of the 2022-2023 academic year.	2023 May	A. Soliev, vice-rector for educational work
52.	On the preliminary results of the final checks of the spring semester.	June 2023	A. Soliev, vice-rector for educational work
53.	On the state of fulfillment of loads of departments.	June 2023	A. Soliev, vice-rector for educational work
54.	Annual reports on the activities of the faculties.	June 2023	Head of Educational and Methodological Department
55.	Preliminary results of the YN spring semester 2022-2023 academic year and the results of the IGA.	June 2023	Head of the Master's Department
56.	Implementation of the semi-annual plan for the sphere of educational services and services established for 2023.	June 2023	S. B. Abdujabborov, Vice-Rector for Financial and Economic Affairs, Head of Planning and Finance Department

4. PLAN OF WORK ON YOUTH ISSUES, SPIRITUAL AND EDUCATIONAL, MORAL AND EDUCATIONAL WORK.

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
1. Organizational work to improve the effectiveness of spiritual, moral, educational work based on the distance education system .				
1.	Development of a work plan for public organizations of the university, faculties, departments for working with youth, spiritual and educational, "Master-student" system.	2022 August	Vice-Rector, Head of the Department of Spirituality and Education, deans, heads of departments, tutors, public organizations	-
	Organization of promotional events with the participation of scientists and specialists to highlight the importance of youth in public life, speeches by President Shavkat Mirziyoyev on the occasion of the 31st anniversary of the Independence of the Republic of Uzbekistan.	September 2022	Vice-Rector for Youth Affairs, Department of Spirituality and Education, deans, tutors, public organizations, press secretary	-
	Organize the process of adaptation of first-year students to the conditions of the university: holding extracurricular activities for "first-year students"; formation of a socio-psychological portrait of first-year students; connecting mentors, providing mentors with methodological materials.	September 2022 according to plan	Vice-rectors Sh.Negmatova, A.Soliev, department of spirituality and education, tutors, university psychologist, public organizations, press secretary	Funds allocated for spiritual and educational work
	Explanation of the content of the charter of the university, "Internal Regulations", "Code of Conduct" to students: showing a video film reflecting the content of the "Rules of Conduct"; organization of communication between students and teachers of faculties with the rector; control over the observance by students of the "Rules of Conduct" and regular discussion of the results at the department and faculty .	September 2022. Quarterly	First Vice-Rector for Youth Affairs, Spiritual and Educational Work, department of youth affairs, spirituality and education, deans, public organizations, press secretary	-
	Improving the national culture in the teaching staff of the university:	At the end of every quarter	Vice-Rector for Youth Affairs, Department of Spirituality and Education, deans, public organizations, press secretary	-

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	Conducting theoretical seminars on the topic "Ethical qualities of leading personnel, teachers and students" and developing appropriate recommendations based on their results.			
	Attracting students to scientific and educational, artistic, creative, creative, sports competitions and olympiads, creating a database of winners and prize-winners of students, wide involvement in university activities: international and winners of republican olympiads, competitions, science olympiads, state awards, the Future of the Country award ", "Zulfiya" and "Brave Boy", Nihol awards.	September 2022 June 2023	Vice-rectors Sh. Negmatova, Kh. Khushvaktov, department of spirituality and education, university psychologist, public organizations, press secretary	Funds allocated for spiritual and educational work
	The study of the history of our country under the slogans "The theater is a place of education", "Journey through the Motherland", widespread propaganda, strengthening the sense of national pride and pride among students, "Remembering the memory of our ancestors", "Uzbekistan - organizing cultural excursions for professors and teachers on the topics" Zhannatmonand Dior", "Valley of happiness", "How do we love Uzbekistan?", "On the way to creativity".	September 2022 June 2023	Vice-Rector Sh.Negmatova, department of youth affairs, spirituality and education, deans, heads of departments, curators of university museums, public organizations, press secretary	Funds allocated for spiritual and educational work
	Organization of days of culture together with national cultural centers operating in the Samarkand region, and a cultural festival on the theme "Uzbekistan - the land of interethnic harmony and religious tolerance."	November-December 2022	Vice-Rector Sh.Negmatova, department of spirituality and education, deans, heads of departments, tutors, university psychologist, public organizations, press secretary	Funds allocated for spiritual and educational work
	Organization of historical dates and public holidays of Uzbekistan at a high level and on a large scale under the	September 2022-	Vice-Rector Sh.Negmatova,	Funds allocated for spiritual and educational work

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	slogan "Holidays are worthy of a peaceful and prosperous country."	June 2023	department of spirituality and education, deans, tutors, press secretary	
	Organization of challenges under the motto "Sport unites us", "Sport is the guarantee of health", "Physical culture and culture are the main criteria of a modern student".	September 2022- June 2023	Vice-Rector Sh.Negmatova, university sports club, faculty of sports activities and arts	-
	Conducting "Months of spirituality, education and culture" aimed at forming a healthy lifestyle among students, educating them in highly spiritual qualities: September - "Month of kindness", October - "Month of teacher and mentor", November - "Month of environmental protection", December - "Legal Literacy and Culture Month", January - "Information Security Month", February - "Healthy Culture Month", March - "Greening and Beautification Month", April - "Savings Month", May - "Booking and Reading Month" , June - "Youth Creativity Month".	September 2022- June 2023. Plan-on-schedule	Industry vice-rectors, deans, heads of departments, tutors, dormitory leaders, educators, university psychologist, public organizations, press secretary	Funds allocated for spiritual and educational work
	On the topic "Together with our brave and noble people we will build our great future", aimed at strengthening the qualities of loyalty to the Motherland, courage and courage among students, to promote the thoughts of President Sh. Mirziyoyev on loyalty to the people Motherland, patriotism, the future of the country, science, education and education, holding round tables.	September 2022 June 2023	Vice-Rector Sh.Negmatova, Department of Spirituality and Education, deans, heads of departments, tutors, university psychologist, public organizations. press secretary	-
	Organization of "Information and Training Hour" on the topics "From National Rise to National Rise", "Attitude of Youth to National Values", "Means of Effective Combating Internal and External Threats and	September 2022 June 2023	Vice-Rector Sh.Negmatova, Department of Spirituality and Enlightenment, deans, heads of departments, tutors, university psychologist, public organizations, press secretary	-

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	Risks", "Strengthening Ideological Immunity in Society".			
2. Propaganda activities aimed at conveying the content and essence of legal documents to a wide range of students and teachers.				
	Organization of educational hours on the topic "From the national rise to the national rise", aimed at clarifying the essence of legal documents and instructions for the management and teaching staff of the university.	As of September 2022 every month 2 times	Rector, branch vice-rectors, deans, heads of departments, tutors, heads of TCW, educators, teachers, public organizations, press secretary	-
	Conducting online sociological research among students through social networks on the topic "Social development and a sense of belonging" and preparing analytical materials based on the results.	September 2022 June 2023	Vice-rector, group of sociological study and psychological analysis of the educational process, sports club, deans, public organizations	-
	Conducting a sociological study of the state of distance education and the quality of the Internet at the university and preparing analytical materials based on the results.	October-November 2022	vice-rector, group of sociological research and psychological analysis of the educational process, deans, public organizations	
	University grounds, websites, web pages: visual, advertising and educational tools, slogans related to science, education, innovation, self-awareness, patriotism, physical education, sports and reading, equipped with banners and wall plaques with words of wisdom.	September-October 2022	First Vice-Rector for Youth Affairs, Spiritual and Educational Work, Dormitory leaders, university psychologist, university social organizations, press secretary	Funds allocated for spiritual and educational work

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	Conducting debates under the slogan "We are all concerned about the future of the country", aimed at building students' respect for national values and a sense of ownership of the country's history.	September 2022- June 2023 according to plan	Vice-Rector Sh.Negmatova, department of spirituality and education, deans, tutors, public organizations	Funds allocated for spiritual and educational work
	To popularize the work of professors and teachers with rich professional and life experience, to launch the activity of the "Master-student" system, to organize master classes.	September 2022- June 2023	Vice-Rector Sh.Negmatova, department of spirituality and education, deans, tutors, public organizations	-
	Organization of events and competitions on the theme "The state language is a symbol of our national spirituality" in connection with the "Day of assigning the status of the state language to the Uzbek language".	October 2022 June 2023	Vice-Rector Sh.Negmatova, department of spirituality and education, deans, tutors, public organizations	Funds allocated for spiritual and educational work
3. Activities aimed at the broad implementation of 5 initiatives put forward by the President of the Republic of Uzbekistan.				
	Development and approval of an action plan for the implementation of five important initiatives put forward by the President of the Republic of Uzbekistan.	August 2022	Vice-Rector Sh.Negmatova, Head of the Department of Spirituality and Education	-
	Preparation of electronic special stands and handouts reflecting the rating indicators of teaching staff in five important initiative areas.	2022 September	Vice-Rector Sh.Negmatova, department of spirituality and education, deans, public organizations	-
	Within the framework of the 1st initiative : establishing the activities of the theater-studio "Students", the national song and dance ensemble, the "Guldasta" circle, equipping them with equipment.	September 2022 June 2023	First Vice-Rector for Youth Affairs, Spiritual and Educational Work, Youth Work, Department of Spirituality and Education, deans, public organizations, heads of departments, tutors,	Funds allocated for spiritual and educational work

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	<p>Holding competitions on the topics “I love Uzbekistan in my imagination”, “Theater is a place of learning”, “Poetry and Navo”. Conducting the university stage of the festival "Student Theater Studio". Holding an exhibition of creative works of students, their creations, an educational action. Organization of webinar meetings, discussions, art evenings with artists, writers, poets, painters. Organization of the exhibition "The picture I drew". “You are the only one, Holy Motherland!” Carrying out a republican examination. Organization of exhibitions and concerts of student art and creative works.</p>		<p>University psychologist, public organizations, press secretary</p>	
	<p>As part of the 2nd initiative , holding webinars and master classes with the participation of champions and prize-winners of Asia, the world and the Olympic Games. Establishing the activities of sports sections after training. Athletics cross-country, training seminars, talks, lectures, conferences, football, volleyball, table tennis, badminton, chess and checkers under the motto "Toward a healthy life with sports" for the Golden Autumn prize.</p>	<p>September 2022 June 2023</p>	<p>First Vice-Rector for Youth Affairs, Spiritual and Educational Work, department of youth affairs, spirituality and education, university sports club, deans, heads of departments, tutors, university public organizations, press secretary</p>	<p>Funds allocated for spiritual and educational work</p>
	<p>Popularization of computer programming, robotics and computer sports (e-sports) within the framework of the 3rd initiative : organization of advanced training courses for students in the field of IT. Conducting online quizzes and competitions in computer programming. Organization of the competition "Knowledge Competition". Organization of online trainings and</p>	<p>September 2022- June 2023</p>	<p>First Vice-Rector for Youth Affairs, Spiritual and Educational Work, Department of Youth Affairs, Spirituality and Enlightenment, deans, faculties of digital technologies, heads of departments, tutors,</p>	<p>Funds allocated for spiritual and educational work</p>

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	master classes in computer programming for schoolchildren.		press secretary	
	<p>Carrying out the educational project "My first book" within the 4th initiative . Publication of a collection of student works. Updating the electronic catalog of books available in the publishing houses of our country. Replenishment of the AWS fund with educational, methodological, technical literature, literary, artistic, educational and popular science literature, strengthening of the material and technical base. Conducting university online competitions within the framework of the project "Pearls of the World" "In a month I made friends with 10 books, in a year with 100 books", aimed at increasing students' interest in reading fiction, encouraging the winners. Drawing up a list of "100 books that students should read", organizing reading on the university website and in social networks, implementing various commercials, printed propaganda. Competitions "The most well-read student", "The most well-read circle", "The most well-read coach", "The most active member of the AWS". Organization of the "Book Holiday" and "Book Fairs" on the topics "Book is a miracle", "Love for a book - love for spirituality, enlightenment", popularization of samples of domestic and world classics. Implementation of the project "Let's read a book together." Organization of the "Book Club" at the AWP. Organization of the action "Teacher 3 gifts of fiction to students" and "From the head of 10 gifts of fiction to an educational</p>	<p>2022 September June 2023</p>	<p>First Vice-Rector for Youth Affairs, Spiritual and Educational Work, Youth Work, Department of Spirituality and Education, deans, heads of departments, tutors, university public organizations, press secretary</p>	<p>Funds allocated for spiritual and educational work</p>

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	institution" among the teaching staff. Organization of literary and artistic evenings dedicated to the birthdays of representatives of Uzbek literature.			
	Within the framework of the 5th initiative : organization of short-term courses on sewing, embroidery, folk crafts at the university, holding psychological seminars and trainings on the topics "Girls' circle", "Preparation for family and marriage." Improving the activities of the university volunteer group "Golden Wing". Organization of the activities of the club "Mohir Kollar". Organization of fairs "School of Excellence". Organization of round tables and meetings with winners of international and republican competitions, olympiads, scientific olympiads, holders of state awards, scholarship holders, Zulfiya, Nihol awards and other competitions.	September 2022- June 2023	First Vice-Rector for Youth Affairs, Spiritual and Educational Work, Youth Work, Department of Spirituality and Education, deans, heads of departments, tutors, university public organizations, press secretary	Funds allocated for spiritual and educational work
4. Activities that need to be carried out in the direction of developing skills and abilities to form students' professional culture, professional ethics and active citizenship.				
	Conducting round tables with 1st year students on the topic "My chosen specialty".	2022 September	Deans, heads of departments, tutors, public organizations	-
	Conducting a propaganda campaign under the slogans "Prosperity starts from the heart", "My contribution to the transformation of our educational institution into a center of spirituality."	During the academic year according to the plan	Vice-Rector, Department of Spirituality and Education, deans, heads of departments, tutors, press secretary	
	Conducting an educational campaign under the slogan "Prosperity starts from the heart", "My	During the academic year	Vice-Rector, Deans, University Psychologist, Advisor to the Rector for Women's Issues	-

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	contribution to the transformation of our educational institution into a center of spirituality."	according to the plan		
	Publication of brochures "Students - the fulfillment of my dream", "University - my destiny".	At the end of the academic year	Vice-rector, deans, adviser to the rector on women's issues	Allocated funds
	Conducting theoretical seminars on the topic "Ethical qualities of leading personnel, teachers and students" and developing appropriate recommendations based on their results.	At the end of every quarter	Vice-Rector, Deans, University Psychologist, Advisor to the Rector for Women's Issues	-
	Carrying out promotional campaigns in secondary schools on the topic "Educational experience of the city of Samarkand: values, traditions", "Targeted training system at the university and its educational foundations", "University + educational institutions = Development".	Quarterly	Vice-rector, department of spirituality and education, deans, university psychologist, adviser to the rector on women's issues, public organizations, press secretary	-
	Conducting a sociological study aimed at studying the causes of corruption in the university, and preparing analytical materials based on the results.	December 2022- January 2023	Vice-rector, group of sociological research and psychological analysis of the educational process, deans, public organizations	
5. Work to clarify the essence of complex geopolitical and ideological processes taking place in the world, conducting an effective ideological struggle against various threats.				
	A series of campaigns to prevent a number of internal and external threats, such as separatism, nationalism and chauvinist movements, extremism under the guise of religion, great etatism, "folk culture", offenses that cause an escalation of hostility against interethnic harmony,	September 2022- June 2023 quarterly	Vice-Rector, Department of Spirituality and Education, Deans, University Psychologist, University Public Organizations, Press Secretary	-

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	interreligious tolerance, and the organization of propaganda events.			
	Holding meetings and round tables in student dormitories on topics such as “We are against “mass culture”, “We support our people on the path to the development of our country”, “Religious tolerance is a national value inherited from our ancestors”.	September 2022- June 2023 Quarterly	Vice-Rector for Youth Affairs, Department of Spirituality and Education, deans, university psychologist, university public organizations, press secretary	-
	Holding webinars at a round table with the participation of military experts on the topics "Let's turn patriotism into true faith", "Uzbek boy - the guardian of independence".	September 2022- June 2023 quarterly	Vice-Rector, Department of Spirituality and Education, deans, university psychologist, public organizations, press secretary	-
	Organization of propaganda decade under the slogan "Everything is in your hands". Holding a round table and a competition of creative works under the motto "Happiness to live", "Life is a priceless good", "Life is the highest good".	October, December 2022, February, April 2023	Vice-Rector, Department of Spirituality and Education, deans, university psychologist, public organizations, press secretary	Funds allocated for spiritual and educational work
	Organization of a debate club "Initiative Student Event" (TTT) interested in public speaking and leadership.	October 2022	Vice-rector, deans, rectors, university public organizations, press secretary	-
	Organization of webinars of spiritual, educational and preventive events with the participation of specialists in the field in cooperation with law	September 2022- June 2023	Vice-Rector, Department of Spirituality and Education, deans, university psychologist, public organizations, press secretary	-

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	enforcement agencies and the Committee for Religious Affairs			
	Campaign "Life without corruption". As part of the action: organization of promotional events, webinars, round tables and competitions with the participation of law enforcement officers on the topic "Corruption - connection with development". Improving the online system of collective appeals "My opinion" between teachers and students.	September 2022- June 2023	Vice-Rector, Department of Spirituality and Education, Deans, Heads of Departments, Public Organizations of the University, Press Secretary	-
	Organization of events on the theme "Effective ways to eliminate such problems as crime, drug addiction, immorality, which negatively affect the moral state of young people."	September 2022- June 2023	Vice-Rector, Department of Spirituality and Education, Deans, Heads of Departments, Public Organizations of the University, Press Secretary	-
	Holding contests on the topics "How do I feel aware?", "If you are aware, then you ..." together with law enforcement officers.	September 2022- June 2023	Vice-Rector, Department of Spirituality and Education, deans, heads of departments, public organizations	Funds allocated for spiritual and educational activities
	Organization of "Open Dialogues" of students with the rector and administration of the university.	During the school year	vice-rector, Department of Spirituality and Enlightenment, Deans	-
	Conducting an essay competition among students on the topic "Corruption - a threat to the future."	November 2022	vice-rector, Department of Spirituality and Enlightenment, Deans	Allocated funds

6. Activities aimed at shaping a healthy worldview among young people and strengthening their ideological immunity to information attacks.

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	Organization of a series of trainings for heads of departments, deputy deans, educators, tutors and stylists on the topic "Moral threats on the Internet and methods of dealing with them."	September 2022- June 2023	Vice-Rector, Department of Spirituality and Education, deans, tutors, university psychologist, public organizations, press secretary	Funds allocated for spiritual and educational work
	Organization of an online psychologist service at the university, supervision of individual conversations and dialogues with young people by psychologists.	September 2022- June 2023	Vice-Rector, Department of Spirituality and Education, deans, university public organizations, press secretary	-
	Organization of the telegram channel "Great people of the country" in Uzbek, Russian and English on the Internet. In this: providing information about the life, scientific and creative activities of great scientists, commanders, statesmen and public figures who grew up on the territory of Uzbekistan, and their outstanding activities for the benefit of the development of the state and society of famous scientists, entrepreneurs, writers, culture, preparing videos about life and creativity of masters of art and sports, in particular, about the school period.	September 2022 June 2023	Vice-Rector, Department of Spirituality and Education, Deans, Heads of Departments, Public Organizations of the University, Press Secretary	-
	Organization of a meaningful and useful summer vacation for students: attracting students and youth of "Bunyodkor" to the labor movement, summer rehabilitation of children, trips of counselors to recreation centers.	2023 June August	Vice-Rector, Department of Spirituality and Education, deans, heads of departments, public organizations, press secretary	-
7. Activities aimed at establishing interaction with parents of students, state and public organizations.				
	Conducting "Open Dialogue" meetings of the Rector of the University with the faculty, students, parents of students	September 2022- June 2023	Vice-Rector, Department of Spirituality and Education, deans, tutors, public organizations	-

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	Creation of the website of the university - a forum for discussing the opinions and suggestions of the general public, parents and students on the quality of education and training.	September, October 2022	Vice-Rector, Department of Spirituality and Education, deans, public organizations, press secretary	-
	To increase the effectiveness of the university primary organization of the Agency for Youth Affairs of Uzbekistan, to identify among students ambitious, enthusiastic and possessing leadership qualities, to hold their elections on democratic principles.	October 2022	Vice-Rector for Youth Affairs, Department of Spirituality and Education, Deputy Deans of Faculty for Youth Affairs, university public organizations	
	Implementation of the project "My Contribution to the Development of the Country". In this: Essay competition "Corruption - a threat to the future"; Drawing competition "Uzbekistan - through the eyes of youth"; Holding a contest of articles on the topics "Great children of my Motherland", "I am proud that I am from Uzbekistan", "Serving the Motherland is my great goal".	September 2022 June 2023	First Vice-Rector for Youth Affairs, Spiritual and Educational Work, Work with Youth, Department of Spirituality and Education, Deans, Heads of Departments, University Public Organizations, Press Secretary	Funds allocated for spiritual and educational work
	Organization of meetings on the topics "Armed Forces of the Republic of Uzbekistan - guardians of peace and tranquility", "The impact of Temur's rules on the education of youth", "Freedom of the Motherland - the highest happiness".	January 2023, April, May	Vice-Rector for Youth Affairs, Department of Spirituality and Education, deans, heads of departments, public organizations, press secretary	-
	Carrying out such projects as "My family is my happiness", "My district is my pride", "Active entrepreneur of my district and non-standard thinking" among residents of microdistricts.	September 2022- June 2023	Vice-rector, department of spirituality and education, deans, heads of departments, public organizations, press secretary	-
<p align="center">8. Actions to preserve the historical heritage, traditions and national educational traditions of our people, to strengthen the atmosphere of inter-religious tolerance, inter-ethnic harmony and mutual goodness among young people.</p>				

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	Organization of propaganda of religious tolerance and interethnic harmony in educational institutions and microdistricts under the motto "Toward good goals in one family."	September 2022 June 2023 Quarterly	Vice-Rector, Department of Spirituality and Education, Deans, Heads of Departments, Press Secretary	-
	Organization of the adventure contest "STEP BY STEP" to instill in students respect for the history of the country and national values.	April 2023	Vice-Rector, Department of Spirituality and Education, deans, heads of industry departments, public organizations	Funds allocated for spiritual and educational work
	Strengthen students' sense of respect for national values, "My Motherland: traditions, customs and values!" organization of nationwide student elections on the topic.	November 2022 March 2023	Vice-Rector, Department of Spirituality and Education, deans, public organizations, press secretary	Funds allocated for spiritual and educational work
	Organization of events in educational institutions based on such projects as "My teacher is the light of my life" and "My philosophy of life".	December 2022, May 2023	Vice-Rector for Youth Affairs, deans, public organizations	-
	Conducting classes on the basis of the lesson schedule in museums, historical places of Samarkand, as well as the Museum of Victims of Repression, the Museum of Local Lore.	September 2022 June 2023	Vice Rector for Academic Affairs, deans, heads of departments, public organizations	-
	Organization of the traditional festival "Student Spring". Program: 1. Introduction. 2. Public dance. 3. Folklore.	2023 March	Vice-Rector, Department for Youth Affairs, Spirituality and Education, university public organizations, press secretary	Allocated funds, university extrabudgetary funds

No	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	4. Performance of a musical work. 5. Poetry. 6. Dress show. 7. Scene. 8. Songs. 9. Stage decoration, costumes of the participants, organization of the festival.			
9. Carrying out activities in the direction of social protection of students, their material and moral stimulation.				
	Organization of educational activities aimed at realizing the interests and aspirations of students with disabilities, low-income, disabilities and in need of social protection.	September 2022 June 2023	Vice-Rector, Department of Spirituality and Education, deans, university public organizations, press secretary	-
	In cooperation with the trade union, social protection and support for the teaching staff, and referral to health improvement are carried out.	During the school year	Vice-Rector, Department of Spirituality and Education, deans, public organizations, heads of departments	Funding for the University Trade Union Committee

No .	Spiritual, educational and educational activities	Period of execution	Responsible and performers.	Source of financing.
	<p>Creation of a system of encouragement for patriotic, enterprising, selfless, sociable, scientific and exemplary in behavior and education of students: - send a letter of thanks to the chairman of the MFY at the student's place of residence; - Expression of gratitude to the management of the institution where the student studied; - Providing information about the achievements of the student in the "Spiritual Student Rating"; - recommendation for renowned scholarships.</p>	<p>During the school year</p>	<p>Vice-Rector for Youth Affairs, Department of Spirituality and Education, deans of faculties, heads of departments, university public organizations, press secretary</p>	<p>Funds allocated for spiritual and educational work</p>
	<p>Organization of "Graduation Party" events for graduates and undergraduates together with the teaching staff of universities, public organizations.</p>	<p>May-June 2023</p>	<p>vice-rector, department of spirituality and education, deans, tutors, university public organizations</p>	

5. EDUCATIONAL AND METHODOLOGICAL PLAN.

1. Organization of the educational process.

No	Events	Period of execution	Responsible
1.	Development of curricula for the credit-module system, development and approval of curricula for each module in the updated curricula in the areas of education planned for the 2023-2024 academic year. Preparation of working curricula and scientific programs on the basis of standard curricula and scientific programs of 2-4 courses of educational areas and specialties of the master's program and discussion at the University Council.	2023 May June	Head of Educational and Methodological Department
2.	Determination of the volume of workload for the 2023-2024 academic year by departments and their distribution by teachers, the formation of the estimated workload of the teaching staff for the new academic year.	2023 June July	Head of the educational and methodological department, responsible methodologist
3.	Consideration and approval of working curricula based on new curricula.	2023 June July	Head of UMU, responsible methodologist
4.	Carrying out work on the organization and conduct of the educational process in the UMU, dean's offices, departments, revision of legal documents.	2023 June July	Head of UMU, responsible methodologist
5.	Preparation of proposals for coordinating the number of staff units of the department with the volume of the teaching load.	June 2023	Head of UMU, responsible methodologist
6.	Analysis of the state of preparation of faculties for the new academic year and the provision of methodological support.	May 2023, ongoing	Head of UMU, responsible methodologist
7.	Organization of class schedules, technological maps, work schedules of lessons.	August 2023	Head of Educational and Methodological Department
8.	Consideration and approval of personal work plans of professors and teachers.	Aug. Sept	vice-rector, Head of UMU
9.	Drawing up a schedule of the educational process and approval by the rector.	2023 August	Head of the educational and methodological department, responsible methodologist
10.	Formation of groups and streams at faculties. Ensuring compliance with regulatory documents and ministerial instructions.	2023 August	Head of the educational and methodological department, responsible methodologist
11.	Preparation of a draft order of the rector on the distribution of the teaching load of the departments by staff units and the amount of working time.	August- September 2023	Head of the educational and methodological department, responsible methodologist
12.	Providing methodological support for the effective organization of rating control. Coordination of rating control schedules.	At the beginning of each semester	Head of the educational and methodological department, responsible methodologist

13.	Providing methodological assistance to faculties in drawing up work plans for the organization and control of the educational, scientific-methodical and organizational-methodical process.	June-July 2023	Head of the educational and methodological department, responsible methodologist
14.	Preparation of recommendations on the employment of teachers teaching on the basis of hourly pay and control of the amount of work.	During the school year	Head of the educational and methodological department, responsible methodologist
15.	Control of conformity and quality of educational programs and other educational literature.	During the school year	Head of the educational and methodological department, responsible methodologist
16.	Preparation for the IGA and planning activities for its implementation, control over its implementation.	November and throughout the year	Head of the educational and methodological department, responsible methodologist
17.	Drawing up and approval of the schedule for advanced training of the teaching staff, control over its implementation.	December 2022 and ongoing	Responsible methodologist
18.	Analysis and preparation of proposals for improving the organization and management of the educational process.	During the school year	Head of Educational and Methodological Department
19.	Carrying out organizational work on student practice. Selection of objects of practice and conclusion of contracts.	August, September 2022	Responsible methodologist
20.	Establishing and ensuring the implementation of measures for the execution of orders and instructions from higher organizations, the rector.	During the school year	Head of Educational and Methodological Department
21.	Preparation of information about the educational process in accordance with the instructions of the rector and vice-rector.	During the school year	Head of the educational and methodological department, responsible methodologist
22.	Preparation and execution of necessary documents for graduates.	During the school year	Responsible methodologist
23.	Preparation and submission for approval of the list of candidates for chairmen and members of the IGA.	February 2023	Head of the educational and methodological department, responsible methodologist
24.	Ensuring compliance with existing regulatory documents during the renewal, expulsion and transfer of students.	At the designated time	Head of Educational and Methodological Department
25.	Draw up a schedule of interfaculty classes and bring it to the faculties.	At the beginning of the semester	Head of the educational and methodological department, responsible methodologist
26.	Coordination and approval of the schedule for conducting IGA tests at the university.	March 2023	Head of the educational and methodological department, responsible methodologist

27.	Operational analysis of the results of the IGA and control over its implementation on the basis of existing norms and requirements of the regulations.	2023 May June	Head of the educational and methodological department, responsible methodologist
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2. Organization of methodical work.

28.	Revision and improvement of existing curricula in areas and specialties of education. Revision of work programs based on standard subject programs in accordance with them.	May-June 2022	Head of the educational and methodological department, deans, heads of departments, responsible methodologist.
29.	Creation of a new generation of educational literature, purchase and translation of foreign literature, regular replenishment of the AWP fund, expansion of the base of electronic literature, their introduction into the educational process of the university.	Constantly	Head of the educational and methodological department, deans, heads of departments
30.	Control of the level of provision with educational programs, textbooks, teaching aids, educational and methodological developments.	August- September and constantly	Head of UMU, deans, responsible methodologist
31.	Monitoring the implementation of personal plans of teachers. Collection and analysis of monthly information about the end of training hours, control of attendance records in training logs.	In the first decade of each month	Head of the educational and methodological department, responsible methodologist, dispatcher
32.	Monitoring the implementation of the plan of open lectures, practical and laboratory classes, mutual analysis of the lesson.	During the school year	Head of the educational and methodological department, responsible methodologist, deans
33.	Monitoring the effectiveness of the use of technical teaching aids.	During the school year	Head of UMU, deans
34.	Organization of independent educational tasks of students, control of their implementation.	During the school year	Head of the educational and methodological department, responsible methodologist, deans
35.	Ensuring the availability of the necessary documents, educational and methodological guidelines for conducting qualified practices, providing methodological support, conducting classes and briefings on safety and security.	September 2022 and throughout the school year	Head of Educational and Methodological Department, methodologist responsible for the practice
36.	Development and implementation of measures for the organization of internships, advanced training and retraining of the teaching staff.	During the school year	Head of the educational and methodological department, responsible methodologist

37.	Cooperation with the Moscow Region and QT Center in organizing courses for teaching professors and teachers foreign languages and improving computer literacy.	Professional development schedule	Head of the educational and methodological department, director of the center for advanced training and retraining, responsible methodologist
38.	Drawing up and approval of plans and programs of practical work together with educational institutions, enterprises and organizations-consumers of personnel.	2022, Aug. Sept	Head of the educational and methodological department, responsible methodologist
39.	Provide methodological support and control in the organization and conduct of qualification practices.	During the school year	Head of the educational and methodological department, responsible methodologist
40.	Organization of meetings of the educational and methodological council.	Once a month	Chairman of the Educational and Methodological Council, Head of the Educational and Methodological Department
41.	Creation of a publication plan for the preparation of educational literature and control over its implementation.	November-December 2022	Head of the educational and methodological department, responsible methodologist
42.	Discuss educational and methodological literature prepared by professors-teachers, recommend for publication.	Once a month	Head of the educational and methodological department, responsible methodologist, commission examination
43.	To study the availability of technical means, necessary equipment, methodological support of educational and methodological laboratories, prepare proposals.	During the school year	Head of the educational and methodological department, responsible methodologists
44.	Organization of the development of methodological recommendations for the introduction of advanced pedagogical and information technologies into the educational process.	During the school year	Head of the educational and methodological department, responsible methodologists
45.	Conduct scientific and methodological research on the study and implementation of new pedagogical and information technologies in the education system of foreign countries and put them into practice.	During the school year	Head of the educational and methodological department, responsible methodologists
46.	Coordination of the activities of educational and methodological councils of faculties.	During the school year	Head of Educational and Methodological Department
47.	Active participation in university, regional and republican conferences on higher education.	During the school year	Head of the educational and methodological department, responsible methodologists
48.	Press coverage of ongoing work on the implementation of the "National Personnel Training Program".	During the school year	Head of the educational and methodological department, responsible methodologists
49.	Drawing up a work plan for the UMU for the 2023-2024 academic year.	May-June 2023	Head of Educational and Methodological Department

3. Control of the educational process.

50.	Analysis of the availability and quality of regulatory documents on the organization and control of the educational process at faculties and departments, as well as the state of preparation of the educational process of faculties.	August 2022	Head of the educational and methodological department, responsible methodologists
51.	Monitoring the implementation of the schedule of the educational process and rating control.	During the school year	Head of the educational and methodological department, responsible methodologists
52.	Control over the participation of students in classes, compliance with labor discipline by professors and teachers.	During the school year	Head of the educational and methodological department, responsible methodologists
53.	Compliance with the requirements of the regulations when conducting rating control, ensuring impartial and fair assessments.	On time	Vice-rector, Head of UMU, responsible methodologists
54.	Control of preparation for IGA tests.	Based on the plan	Head of Educational and Methodological Department,
55.	Control of the administration over the organization and conduct of rating controls and tests of the IGA.	During the period of rating control and IGA	Head of the educational and methodological department, responsible methodologists
56.	Analysis of the activities of faculties related to the organization and conduct of the educational process, a meeting of deans, providing information to the Council.	During the school year	Head of Educational and Methodological Department
57.	Work with students with academic debts and quality control of the retake (tuition fees based on the student's application).	On time	Head of the educational and methodological department, responsible methodologists
58.	Implementation of the schedule of student practice, training plan and retraining of personnel.	During the school year	Responsible methodologist
59.	Quality control of the organization and conduct of student practices.	During the school year	Responsible methodologist
60.	Analysis and synthesis of reports of deans, heads of departments and the chairman of the State Academic Assembly on the end of the academic year, IGA and internships.	June-July 2022	Head of Educational and Methodological Department
61.	Establishing control over the effective use of the classroom fund.	During the school year	Head of the educational and methodological department, responsible methodologists
62.	Controlling student attendance.	During the school year	Head of the educational and methodological department, responsible methodologists
63.	Monitoring the transfer of debts of students with academic debt.	On time	Responsible methodologist
64.	Providing training sessions with the necessary equipment and educational literature.	During the school year	Head of the educational and methodological department, responsible methodologists
65.	Assigning scholarships to students and transferring them from one course to another.	At the end of the school year	Head of Educational and Methodological Department

66.	Monitoring the performance of academic loads by professors.	During the school year	Responsible methodologist
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4. Improvement of the educational process.

67.	Revision of normative documents on the organization of the educational process.	August 2022	Head of Educational and Methodological Department
68.	Refinement and improvement of the technological map of the lesson schedule.	August 2022	Head of Educational and Methodological Department
69.	Revision, improvement and bringing university regulations on the rating system and information security in line with the new curricula.	September 2022	Head of Educational and Methodological Department

6. WORK PLAN FOR RESEARCH AND INNOVATION.

No	Name of events	Period of execution	Responsible
In the field of scientific research			
1.	Ensuring the implementation and monitoring of tasks set by decrees of the President of the Republic of Uzbekistan, resolutions of the Cabinet of Ministers, orders of ministries and decisions of the Board.	Quarterly	Department of Scientific Research, Innovation and Training of Scientific Pedagogical Personnel
2.	The conclusion of financial and economic agreements with the national economic entities of the Samarkand region at faculties, departments, departments and laboratories, the introduction of developments into practice.	During the 2022-2023 academic year, regularly	Heads of departments, heads of laboratories, department of commercialization of scientific and innovative developments
3.	Analysis of the activity of problem laboratories, educational scientific complexes, research centers. Preparation of scientific projects aimed at solving existing problems.	During the 2022-2023 academic year	Heads of the department of commercialization of scientific and innovative developments, laboratories, centers
four.	Carrying out monitoring of implemented projects on the basis of economic contracts with organizations of related industries.	Quarterly	Department of commercialization of scientific and innovative developments
five.	Coverage of the results of research and development work carried out at the university, as well as information about innovative projects on the university website.	Regularly	Department of Scientific Research, Innovation and Training of Scientific Pedagogical Personnel
6.	Attracting researchers, researchers to the wide use of the international scientific and technical database Web of Science, Scopus and ScienceDirect, monitoring their use.	During the school year	Heads of departments and departments of scientific research, innovation and training of scientific pedagogical staff
7.	Preparation of articles in foreign scientific journals, holding workshops on the processes of editing articles and their procedures.	During the school year, regularly	Department of Scientific Research, Innovation and Training of Scientific Pedagogical Personnel
8.	Conducting an annual scientific and theoretical conference of the teaching staff, doctoral students, undergraduates and students.	2023 April	Department of Personnel Training, Deans and Heads of Departments
nine.	Implementation of scientific developments into practice in cooperation with the private sector.	During the school year, regularly	Department of commercialization of scientific and innovative developments
Department of Scientific Research, Innovation and Training of Scientific Pedagogical Personnel			

1.	Development of a long-term plan for building up the scientific potential of the university for 2020-2030, monitoring its implementation.	During the school year	Vice-Rector, Department of Innovation and Training of Scientific Pedagogical Personnel
2.	Publication in the media of the plan for admission to doctoral studies, acceptance of documents, organization of entrance examinations.	September-December 2022	Heads of Departments, Department of Training of Scientific and Pedagogical Personnel
3.	Development of topics for doctoral dissertations, conducting an examination for compliance with the priority tasks of the development of science and technology in the university council.	During the school year	heads of departments, active PhDs, Department of Scientific Research, Innovation and Training of Scientific Pedagogical Personnel
4.	Formation of a quota for admission to doctoral studies in accordance with scientific schools and the existing scientific potential, submission to the Ministry.	April-May 2023	Heads of Departments, Department of Innovation and Training of Scientific Pedagogical Personnel
5.	Assistance to young teachers and graduates of the master's program in obtaining doctoral degrees (PhD) and internships in foreign higher educational institutions and research centers.	During the school year, regularly	Heads of Departments, Department of Scientific Research, Innovation and Training of Scientific Pedagogical Personnel
6.	To intensify the work of the "Council of Young Scientists" at the faculties, attach scientific supervisors to researchers without a degree, involve them in scientific seminars.	During the school year, regularly	Heads of Departments, Department of Scientific Research, Innovation and Training of Scientific Pedagogical Personnel
7.	Organization of participation of doctoral students and independent researchers in international and republican scientific conferences and seminars on the topic of the dissertation, publication of research results in journals recommended by the Higher Attestation Commission and included in the Scopus International Scientific and Technical Base.	During the school year, regularly	Heads of Departments, Department of Scientific Research, Innovation and Training of Scientific Pedagogical Personnel
8.	Preparation of articles for international scientific journals, article editing processes and their procedures, practical seminars on the international analytical system SciVal.	During the school year, regularly	Department of Scientific Research, Innovation and Training of Scientific Pedagogical Personnel
9.	Conducting seminars on the possibility of using grants from foreign advanced training courses, the El Yurt Umidi Foundation to improve the scientific qualifications and experience of doctoral students and independent researchers.	During the school year, regularly	Department of Scientific Research, Innovation and Training of Scientific Pedagogical Personnel
10.	Conducting presentation seminars to analyze the results obtained by doctoral students in dissertations, timely elimination of problems and shortcomings, direct linking the results with practice.	Quarterly	Deans, heads of departments, department of scientific research, innovation and training of scientific pedagogical staff

11.	Monitoring the scientific activities of doctoral students and providing information on the results to the Ministry.	Every six months	Deans, heads of departments, department of training of scientific and pedagogical personnel
12.	Using the scientific potential of research institutes of the Academy of Sciences of the Republic of Uzbekistan, attracting researchers to supervise master's and doctoral dissertations.	Regularly	Heads of Departments, Department of Innovation and Training of Scientific Pedagogical Personnel
13.	Selection of candidates for the state scholarship of the President of the Republic of Uzbekistan from basic doctoral students and submission of documents to the Ministry.	During the school year	Department of Scientific Research, Innovation and Training of Scientific and Pedagogical Personnel
14.	Providing doctoral students with appropriate recommendations, studying the reasons for the late protection of researchers.	During the school year	Heads of Departments, Department of Training of Scientific and Pedagogical Personnel
Working with gifted students			
15.	Creation at the faculties of separate groups of gifted students selected during the 1st year, and organization of their education from the 2nd year on separate curricula and programs.	September-October 2022	Department of Training of Scientific and Pedagogical Personnel, Department of Organization of Research Activities of Gifted Students
16.	Organization of participation of gifted students in republican and international scientific conferences.	During the 2022-2023 academic year	Department of training of scientific and pedagogical personnel, department of organization of research activities of students
17.	Organization of a competition for the introduction of innovative thinking, learning technologies and interactive methods in the university.	March-April 2023	Department for the training of scientific and pedagogical personnel, department for the organization of research activities of gifted students
18.	Organization of competitions for "Start-up" projects created by university students, and encouragement of project authors.	During the 2022-2023 academic year	Department of Training of Scientific and Pedagogical Personnel, Department of

			Organization of Research Activities of Gifted Students
19.	Organization of university-wide competitions for gifted youth participating in the 1st and 2nd republican stages of the student republican science Olympiad.	During the 2022-2023 academic year, January-July	Department of Training of Scientific and Pedagogical Personnel, Department of Organization of Research Activities of Gifted Students
20.	Selection, preparation and conduct of competitive tests of candidates for the state scholarship of the President of the Republic of Uzbekistan and nominal state scholarships.	2022-2023 academic year, January-July	Department of Training of Scientific and Pedagogical Personnel, Department of Organization of Research Activities of Gifted Students
Participation in competitions of fundamental, applied and innovative projects, business contracts, innovation fairs and foreign grants			
21.	Preparation and submission of fundamental, applied and innovative research projects for competitions announced by the Ministry of Innovative Development.	Within the announced competition dates	Department of commercialization of scientific and innovative developments, project managers
22.	Monitor ongoing fundamental, practical and innovative projects.	Quarterly	Department of commercialization of scientific and innovative developments, project managers
23.	Organization of implementation and commercialization of project results into practice.	During the school year, regularly	Department of commercialization of scientific and innovative developments, research complex
24.	Participation in innovation fairs held by the Ministry of Innovative Development.	Within the announced competition dates	Department of commercialization of scientific and innovative developments, research complex
25.	Participation in competitions announced by the Islamic Development Bank, DAAD, TIKa, JICA, TWAS, Tempus and other international funds.	During the school year	Department of International Cooperation, department of commercialization of scientific and innovative developments
26.	Organization of training of graduates on the basis of foreign master's programs, internships for undergraduates and doctoral students in partner foreign scientific and educational centers.	During the school year	Department of International Relations, department of training of scientific and pedagogical personnel

27.	International promotion of scientific results and developments of university scientists.	During the school year, regularly	Department of commercialization of scientific and innovative developments
Scientific collaboration			
28.	Expansion of the scale of fundamental, practical scientific work, development of effective systems for the training of scientific and pedagogical personnel on the basis of cooperation with research institutes of the Academy of Sciences of the Republic of Uzbekistan.	During the school year	Department of Training of Scientific and Pedagogical Personnel
29.	Organization of innovative cooperation with the private sector.	Regularly	Department of commercialization of scientific developments, research complex
30.	To control the work carried out in the field of innovative corporate cooperation between higher education, science and production in departments.	During the school year	Department of Training of Scientific and Pedagogical Personnel
Master's education			
31.	Collection, analysis and examination of information on the subject of a master's thesis, supervisors, discussion of the Council, approval of dissertation topics, preparation of a draft order on the appointment of a supervisor. Appointment of leading scientists and professors from abroad as supervisors and consultants.	November-December 2021	Department of magistracy, scientific department and specialized departments
32.	Helping 1st stage undergraduates focus their master's theses on the problems of regional enterprises and their implementation.	Constantly throughout the year	Heads of the magistracy department, scientific department, departments and scientific supervisors
33.	Analysis of research papers of masters, recommendation of the best research papers for various competitions, in prestigious scientific journals of the republic and abroad, ensuring and supporting their participation in regional, republican and international scientific conferences.	During the school year	Department of magistracy, scientific department, department of international relations, specialized departments
34.	Organization of an annual scientific conference based on the results of research work, announcement of conference programs. To ensure the participation of undergraduates in lectures and the publication of lecture materials in the form of a scientific collection.	March-April 2022	Department of magistracy, department of commercialization of scientific and innovative developments, publishing and printing department
35.	Organization of seminars and conversations to prepare undergraduates for basic doctoral studies.	During the school year	Master's Department, Scientific Department

36.	Ensuring the participation of undergraduates in innovative corporate cooperative work on the integration of "Science-education-production" in specialized divisions.	During the school year	Department of magistracy, deans of faculties, heads of departments and scientific department
37.	Ensuring and monitoring the participation of undergraduates with scientific developments in republican and regional innovation fairs.	During the school year	Heads of the department of magistracy and scientific department, heads of departments
38.	Establishing links in the field of magistracy with republican and foreign universities, organizing the exchange of undergraduates with them, providing practical assistance to undergraduates in applying to the magistracy of foreign universities in their areas via the Internet, organizing seminars.	During the school year	Departments of magistracy, international cooperation and science, heads of departments and supervisors

7. WORK PLAN OF MASTER STUDIES.

	Task list	Term	Responsible
1.	Implementation of resolutions, orders and instructions of the ministry and other higher organizations on the organization and control of the educational process in the magistracy, ensuring their implementation.	During the school year	Head of the department of magistracy, Head of UMU, heads of departments of specialties
2.	Development of educational and working curricula, subject programs in the specialties of the magistracy, registration in the proper manner. Accounting for the requirements and proposals of personnel customers.	August 2022	Heads of the department of magistracy, UMU, deans of faculties, heads of specialized departments
3.	Preparation of a draft curriculum for the academic year, drawing up a schedule of classes in general methodological and special disciplines, presenting it to the Vice-Rector for Academic Affairs.	August 2022, January 2023	Heads of the department of magistracy, UMU, deans of faculties, heads of specialized departments
4.	Development of a program of scientific, pedagogical and research activities of undergraduates for the current academic year, coordination of the plan of all specialized departments.	August 2022	Heads of the department of magistracy, UMU, deans of faculties, heads of specialized departments
5.	Development, together with the leaders of the relevant types of activities, of an individual calendar plan for the work of undergraduates, control over its execution in the proper manner.	September-October 2022, January-February 2023	Heads of the department of magistracy, UMU, deans of faculties, heads of specialized departments
6.	To control the organization and conduct of the educational process at the faculties, to provide methodological assistance to the dean's offices. Take appropriate action on identified deficiencies.	During the school year	Heads of the department of magistracy, UMU, deans of faculties
7.	Providing undergraduates with a rating book and a student card, collecting complete information about them, entering into the database of undergraduates.	September-November 2022, January-February 2023	Heads of the department of magistracy, UMU, deans of faculties, heads of specialized departments
8.	Control over the state of provision with the main regulatory documents for the organization of the master's educational process in the departments: state educational standards, regulations, curricula, working curricula, evaluation criteria, standard and working curricula.	During the school year	Heads of the department of magistracy, UMU, deans of faculties, heads of specialized departments

9.	Topics of the master's thesis, collection of data on supervisors, analysis and examination of topics, discussion by the Board of Directors, approval of topics, preparation of a draft order on the appointment of a supervisor. Appointment of undergraduates as scientific supervisors and consultants of mature scientists and professors from abroad.	November-December 2022, January-February 2023	Head of the Master's Department, Head of the Scientific Department and heads of specialized departments
10.	Providing practical assistance to undergraduates of the 1st stage in orienting the topics of their dissertations to the problems of regional enterprises and its implementation.	During the school year	Head of the scientific department, heads of departments and scientific supervisors
11.	Analysis of research papers of undergraduates, recommendation of the best research papers for various competitions, in prestigious scientific journals of the republic and abroad, ensuring and facilitating their participation in regional, republican and international scientific conferences.	During the school year	Head of the Master's Department, Head of the Scientific Department, Head of the International Cooperation Department, heads of departments of specialties
12.	Approval of the schedule of final inspections and control over the conduct of tests according to the schedule, within the framework of current requirements.	During the school year	Head of the department of magistracy, Head of UMU deans of faculties, heads of departments of specialties
13.	Control over the preparation and execution of final control sheets for disciplines based on current requirements.	During the school year	Head of the Master's Department, Head of the UMU, deans of faculties, heads of departments of specialties
14.	Organization of scientific internships for undergraduates, development of internship programs, identification of enterprises and organizations in which internships are held, conclusion of contracts with them, control over their implementation. Control over the organization and execution of the defense of the report on scientific practice.	During the school year	Head of the Master's Department, Head of the UMU, deans of faculties, heads of departments of specialties
15.	Analysis of the implementation of research and scientific - pedagogical activities of undergraduates, discussion at the departments of their reports based on them, the provision of methodological assistance to the departments.	During the school year	Head of the Master's Department and heads of specialized departments
16.	Organization of an annual scientific conference based on the results of research work, publication of conference programs. Ensure the participation of undergraduates with lectures, as well as the publication of lecture materials in the form of scientific collections.	Based on the university plan	Heads of the department of magistracy, complex of scientific research, publishing and printing department

17.	Report to the council of the university on the state of the organization of the educational process in the magistracy.	According to the plan for the 2022-2023 academic year	Heads of the magistracy, educational and methodological department
18.	Ensuring the timely allocation of scholarships to students.	During the school year	Heads of departments of magistracy, student personnel and contract departments, deans of faculties
19.	Attracting undergraduates to scientific projects implemented on the basis of the state scholarship of the President of the Republic of Uzbekistan and nominal state scholarships, as well as the state program of student republican subject Olympiads, various competitions.	During the school year	Heads of the department of magistracy, UMU, deans of faculties, heads of departments of specialties
20.	Organization of seminars and interviews to prepare undergraduates for basic doctoral studies.	During the school year	Heads of magistracy, scientific department
21.	Keeping records of changes, causes and effects introduced into the volume of training loads. Implementation of control over the analysis of student knowledge assessment data, the availability of internal assessment results, and the formalization of assessment results.	During the school year	Heads of the department of magistracy, educational and methodological department
22.	Participation in the development, implementation of scientific and innovative projects and programs together with leading foreign partners in the country.	During the school year	Heads of departments of magistracy, international cooperation, heads of departments of specializations
23.	Study, analysis and application of best practices of postgraduate education in foreign countries in the educational process.	During the school year	Department of magistracy, heads of departments of international cooperation, specialized departments
24.	Distribution of master's degree graduates to work, preparation of their documents on the basis of existing orders and instructions.	During the school year	Heads of the magistracy department, marketing department, deans of faculties, heads of departments
25.	Ensuring the participation of undergraduates in the work of innovative corporate cooperation on the integration of science and education, production at specialized departments.	During the school year	Head of the department of magistracy, deans of faculties, heads of departments

26.	Ensuring and monitoring the participation of undergraduates with scientific developments in republican and regional innovation fairs.	During the school year	Heads of the magistracy department, scientific department, heads of departments
27.	Establishing links in the field of magistracy with republican and foreign universities, organizing the exchange of undergraduates with them, providing practical assistance to undergraduates in applying to the magistracy of foreign universities in their areas via the Internet, organizing seminars.	During the school year	Heads of departments of magistracy, international cooperation and scientific department, heads of departments and scientific supervisors
28.	Create a working group to monitor the activities of master's students, prepare a draft order and submit a report to the Council on the results of monitoring.	April-July, October-November 2023	Heads of the educational and methodological department, department of magistracy
29.	Organization of work on the preparation of documents for graduates.	During the school year	Responsible methodologist, deans of faculties
30.	Ensuring the fulfillment by the Ministry of Higher and Secondary Specialized Education of the Republic of Uzbekistan of the tasks specified in the Regulation "on the final state certification of graduates of higher educational institutions of the Republic of Uzbekistan".	April-June, October-November 2023	Head of the Master's Department, Head of the UMU, deans of faculties, heads of departments of specialties
31.	Prepare and submit for approval a list of candidates for chairmen and members of IGAC.	February, October 2023.	Head of the Master's Department, UMU, deans of faculties
32.	Defense of a master's thesis and the formation of the members of the final state attestation commission, and the preparation of a draft order.	March-April-May 2023	Head of the Master's Department, UMU, deans of faculties
33.	Organization and control of the primary defense of master's theses at the departments.	April-May, October-November 2023	Head of the Master's Department, UMU, deans of faculties
34.	Organization, conduct and proper execution of the defense of master's theses and passing the IGA tests. Preparation of a report for the meeting of the Council of Deans on the results of the IGA.	June-July, November-December 2023	Head of the Master's Department, Head of the UMU, deans of faculties, heads of departments of specialties

35.	Control over the completion of master's diplomas of graduates, individual study sheets, applications.	June-July, November- December 2023	Head of the department of magistracy, Head of the special department, deans of faculties
36.	Preparation for the admission process, paperwork based on relevant regulations and orders. Organization and conduct of the acceptance process at the level of demand.	July-August 2023	Heads of the Admissions Committee, Master's Department

8. PLAN FOR CLIENT PORTFOLIO FORMATION, EMPLOYMENT AND GRADUATE MONITORING.

No	Events	Period of execution	Responsible	Final document	Controlling leader
1.	Summing up the results of monitoring the employment of university graduates in August and submitting them to the ministry in the form of tables.	August	Department of Marketing and Student Practice	Ministry of Higher and Secondary Special Education	A. S. Soliev, Vice-Rector for Academic Affairs
2.	Carrying out organizational work on student practice. Selection of objects of practice and conclusion of contracts.	August	Deans and heads of departments	Partnership agreements	A. S. Soliev, Vice-Rector for Academic Affairs
3.	Drawing up a plan and programs of practical work together with the school, enterprises and organizations, passing the approval of the methodological council of the faculty.	September	Deans and heads of departments	Work plan and practice programs	A. S. Soliev, Vice-Rector for Academic Affairs
for.	Ensuring the availability of the necessary documents, educational and methodological guidelines for the internship. Conducting training and safety briefings.	Before Practice	Deans and Heads of Departments Chief Specialist of the Department of Marketing and Student Practice	Practice Documents	A. S. Soliev, Vice-Rector for Academic Affairs
five.	Control over the course of production and teaching practice.	During practice	Chief Specialist	Schedule of practical classes	A. S. Soliev, Vice-Rector for Academic Affairs
6.	Formation of a database on the employment of university graduates.	September 15th	Department of Marketing and Student Practice	Providing information to the Main Directorate of Higher Educational Institutions	Rector R. Khalmuradov

7.	Creation of a complete final data bank on employment and employment of graduates and submission to the ministry.	September 20	Department of Marketing and Student Practice	Data Portfolio	A. S. Soliev, Vice-Rector for Academic Affairs
8.	Educational services, marketing research on the international market and preparation of analytical opinions.	September 30th	Department of Marketing and Student Practice	Providing information to the Main Directorate of Higher Educational Institutions	Rector R. Khalmuradov
nine.	Monitoring the implementation of the student practice schedule	During the school year	Chief Specialist	Schedule of practical classes	A. S. Soliev, Vice-Rector for Academic Affairs
10.	Quality control of the organization and conduct of student practices.	During the school year	Chief Specialist	Schedule of practical classes	A. S. Soliev, Vice-Rector for Academic Affairs
eleven.	Establishing relationships with young professionals and employers who have graduated from the university and are employed, providing them with methodological support, if necessary.	Within a month	Deans and departments	Relevant documentation, teaching materials	A. S. Soliev, Vice-Rector for Academic Affairs
12.	Formation of a "portfolio of orders" for state grants and payment agreements for the 2023-2024 academic year, taking into account educational areas or requirements for specialists.	October 5	Department of Marketing and Student Practice	Submission of information to the Main Directorate of Higher Educational Institutions	Rector R. Khalmuradov
13.	Conclusion of agreements with employers on personnel training, employment, creation of	The 20th of October	Deans and departments	Treaty	A. S. Soliev, Vice-Rector for Academic Affairs

	educational, research and production centers and material and technical cooperation.				
fo urt ee n.	Publish information about graduates through the republican and regional mass media and post them on the university website.	Within a month	Deans, Department of Marketing and Student Practice	Announcement in the media, information on the website of the university	A. S. Soliev, Vice-Rector for Academic Affairs
15.	Creation of a working group for the distribution of graduates to work, the beginning of its activities.	10th of November	Department of Student Practice	University order	Rector R. Khalmuradov
six tee n.	Preparation of a database on the distribution of the number of students by courses and educational areas.	15th of November	Department of Marketing and Student Practice	Providing information to the Main Directorate of Higher Educational Institutions	Rector R. Khalmuradov
17.	Preparation of information on the implementation of the admission plan for the new academic year.	15th of November	Practice dress	Submission of a certificate to the Ministry	Rector R. Khalmuradov
eig hte en.	Sending a letter on behalf of a special commission to ministries, departments, authorities, institutions, enterprises and organizations about presenting a real need for personnel.	November 25	Department of Marketing and Student Practice	Special commission letter	Chairman of the special commission R. Khalmuradov
nin ete en.	Summing up the results of work accepted for work in the current and previous years.	December 15	Department of Student Practice	Presentation to the board of directors	A. S. Soliev, Vice-Rector for Academic Affairs
20.	Preparation of information about graduates (last name, first name, patronymic on the basis of a state grant and a payment agreement for areas and specialties of education).	December 25	Department of Marketing and Student Practice	Submission of a certificate to the Ministry	Rector R. Khalmuradov

21.	Conduct a survey of graduates in which organizations or enterprises they would like to work.	December 30th	Deans and departments	Department of Marketing and Student Practice	A. S. Soliev, Vice-Rector for Academic Affairs
22.	Creation of a consumer data bank. Conducting meetings with students graduating on the basis of a state grant regarding the requirements of the regulation "On targeted training of personnel on the basis of a state grant" and order No. 258 of the MHSSE dated November 30, 2005.	January 10-30	Department of Marketing and Student Practice, deans and departments	Data Portfolio	A. S. Soliev, Vice-Rector for Academic Affairs
23.	Development of a plan for the primary distribution of graduates to work by the distribution commission in accordance with the real needs of employers in personnel.	January 30	Distribution Commission	Initial distribution plan	Chairman of the distribution commission - Khalmuradov R.
24.	Making proposals for opening new areas of education, specialties and closing those that do not meet the requirements of the educational services market.	January 30	Department of Marketing and Student Practice	Preparing a submission to the Ministry	Rector R. Khalmuradov
25.	Determining the needs of the university in the scientific and pedagogical staff of the master's level, submitting it for consideration by a special working group of the ministry.	February 5th	Department of Marketing and Student Practice	Order of the special commission	Rector R. Khalmuradov
26.	Identification of the bases of industrial and undergraduate practice, establishing relations with them and concluding contracts.	February, 15	UMU, department of student practice	Providing information to the Ministry	A. S. Soliev, Vice-Rector for Academic Affairs
27.	Formation of a "portfolio of orders" for state grants and payment agreements, taking into account the requirements of employers to determine admission rates for 2022-2026.	March 1	Department of Marketing and Student Practice	Submission of a certificate to the Ministry	Rector R. Khalmuradov
28.	Development by the distribution commission of a plan for the distribution of graduates under the state grant in the current academic year.	March 1	Department of Marketing and Student Practice	Submission of a certificate to the Ministry	Rector R. Khalmuradov

29.	Preparation of a description of the ranking and qualifications of each graduate for a bachelor's, master's degree.	March, 25	Deans and departments	Help to the distribution committee	A. S. Soliev, Vice-Rector for Academic Affairs
thirty	Obtaining information from employers about working, living and cultural conditions, the amount of wages at the enterprise or organization.		Deans and student practice department	Help to the distribution committee	Chairman of the distribution commission - Khalmuradov R.
31.	Preparation of forms of documents related to the appointment and employment, a sufficient number of them.	April 15	Department of Marketing and Student Practice	Appropriate Quantity	Vice-rector for financial and economic work
32.	Maintaining a personal record of the distribution of the final distribution and distribution results.	April 15-30, total May 10	Distribution Commission	Submission of a certificate to the Ministry	Chairman of the distribution commission - Khalmuradov R.
33.	Establishing links with specialists and employers sent to work in previous years, providing methodological support, consulting.	Within a month	Deans and departments	Relevant documentation, teaching materials	A. S. Soliev, Vice-Rector for Academic Affairs
34.	Preparation of documents related to the distribution of work and employment of graduates.	May 10	Distribution Commission	Completed relevant documents	Chairman of the distribution commission - Khalmuradov R.
35.	Providing information on the results of the distribution of graduates for the final work of a special commission of the relevant ministry and employers.	May 15	Distribution Commission	Personal distribution of graduates	Chairman of the distribution commission - Khalmuradov R.
36.	Making changes to the content of education based on the opinions of employers about graduates and proposals to improve the quality of education.	May 20	Educational and methodological management, deans, departments	Revised curricula and programs for workers	A. S. Soliev, Vice-Rector for Academic Affairs
37	Analysis and generalization of reports of deans, heads of departments and heads of practice following the results of the academic year.	June August	Chief Specialist	Reports	A. S. Soliev, Vice-Rector for Academic Affairs

38.	Management of graduation qualification works and master's theses and attraction of highly qualified specialists of employers to the State Attestation Commission.	During the year and during the SAC	Deans and departments	Order of the Rector of the University	Rector R. Khalmuradov
39.	Filling in accounts by graduates with a student dormitory, an information resource center, an archive and other departments.	After the final SAC	Responsible	Accounts	A. S. Soliev, Vice-Rector for Academic Affairs
40.	Completing applications for a higher education diploma and preparing a diploma supplement.	After the final SAC	IGAC Secretaries	Completed Application	A. S. Soliev, Vice-Rector for Academic Affairs
41.	Transfer of all documents related to the distribution and employment of graduates.	After the order	Distribution Commission	Relevant Documents	Chairman of the distribution commission - Khalmuradov R.
42.	Consideration of applications received from young professionals sent to work, making appropriate decisions, redistribution in necessary and justified cases.	within 15 days	Distribution Commission	Redistribution Documents	Chairman of the distribution commission - Khalmuradov R.
43.	With students accepted on the basis of a state grant in the new academic year, conclude a bilateral agreement that they will work for 3 years at their place of work after graduation.	August 30	Responsible Secretary of the Admissions Committee	Bilateral agreements	Rector R. Khalmuradov

9. PLAN OF WORK IN THE FINANCIAL AND ECONOMIC FIELD.

T/r	Task list	Period of execution	Responsible
1.	Ensure timely payment of salaries, pensions and scholarships to students.	5th of every month	Vice-Rector for Financial and Economic Affairs S.B. Abdujaborov, chief accountant A. Badalbayeva
2.	To achieve further improvement in the quality of public services provided at the university and to ensure the continuity of the provision of services.	Constantly	Vice-Rector for Financial and Economic Affairs S.B. Abdujaborov, Chief Engineer
3.	Payment - ensuring payment by students studying on a contractual basis for the 2022/2023 academic year of the 1st half of the year of payment and contractual means.	September and on time	Chief Accountant A. Badalbayeva, deans
4.	Development of updated tariffs for additional services provided by the university.	September	Head of Planning and Finance Department
5.	Ensuring the targeted and efficient use of budgetary and extrabudgetary funds and compliance with budgetary discipline at the university.	Constantly	Vice-Rector for Financial and Economic Affairs S.B. Abdujaborov, Head of the Volga Federal District, Chief Accountant A. Badalbayeva
6.	Ensuring the execution of instructions, orders of the Ministry of Higher and Secondary Specialized Education and higher organizations.	Constantly	Vice-Rector for Financial and Economic Affairs S.B. Abdujaborov
7.	Ensuring the fulfillment of the tasks set by the President of the Republic of Uzbekistan Sh. M. Mirziyoyev during his visit to the regions.	Constantly	Vice-Rector for Financial and Economic Affairs S.B. Abdujaborov
8.	Completion of preparatory work for the autumn-winter season in all educational, laboratory, student dormitories, administrative and utility rooms.	Until October 1	Vice-Rector for Financial and Economic Affairs S.B. Abdujabbarov
9.	Preparation and submission to the Ministry of quarterly, semi-annual, 9-month and annual financial statements.	Quarterly	Chief Accountant A. Badalbayeva, Head of Volga Federal District
10.	Development, approval of the annual action plan for safety, fire safety, explanatory work among students, teachers, employees.	In January and on time	Head of Civil Defense and Occupational Safety Department
11.	Development and submission to the supervisory board of the financial plan of the university for 2023-2025.	December 2022	Vice-Rector for Financial and Economic Affairs S.B. Abdujaborov, Head of Volga Federal District

12.	Creation of a commission for the establishment of wage increments for material incentives for university employees, the establishment of allowances for the 2023 financial year.	2023 January	Rector R.I. Khalmuradov, Head of Planning and Finance Department
13.	Preparation of a draft annual cost estimate of budgetary and extrabudgetary funds of the university for 2023, submission to the ministry.	2023 January	Rector R.I. Khalmuradov, Head of Planning and Finance Department
14.	Preparation of an analytical report on extrabudgetary revenues, development of measures for its development for 2023.	January-February 2023	Vice-Rector for Financial and Economic Affairs S.B. Abdujabborov, Head of Volga Federal District
15.	Payment - ensuring the payment of the 2nd half of the means of payment for the 2022/2023 academic year by students studying on a contractual basis.	In March and on time	Chief Accountant Badalbayeva A., deans of faculties
16.	Carrying out work on the improvement and landscaping of the territory the university.	Constantly	Abdujabborov S.B., Vice-Rector for Financial and Economic Affairs, Head of the Economic Department
17.	Taking measures to implement the investment program in 2023.	Every month	Vice-Rector for Financial and Economic Affairs S.B. Abdujabborov

10. WORK PLAN FOR INTERNAL CONTROL AND MONITORING.

T/r	Events	Period of execution	Responsible
1.	Analysis of the implementation of the Laws of the Republic of Uzbekistan, Decrees of the President, Decrees, Orders, tasks, resolutions and orders of the Cabinet of Ministers, ministerial orders, resolutions of the Council of Ministers.	Constantly	Pardaev I., Head of the department for processing, control and monitoring of applications from individuals and legal entities
2.	Fulfillment of orders, orders and instructions of the Ministry of Higher and Secondary Specialized Education.	Every quarter until the 5th day of the first month	I. Pardaev, Head of the department for processing, control and monitoring of applications from individuals and legal entities, A. Jabborov, office
3.	Execution of orders, orders and assignments of the rector of the university.	Once a quarter in the last month	I. Pardaev, Head of the department for processing, control and monitoring of applications from individuals and legal entities, senior legal consultant I. Buriev
four.	Conducting quarterly reports on the work done on the basis of the work plan of the university.	By the 25th day of the last month of each quarter	Pardaev I., Head of the department for processing, control and monitoring of applications from individuals and legal entities
five.	Report on issues included in the agenda of the meeting of the University Council.	Based on the plan of the Council	Pardaev I., Head of the department for processing, control and monitoring of applications from individuals and legal entities
6.	Analysis of appeals of individuals and legal entities, provision of information to the ministry.	According to the plan of the board of directors every quarter until the 30th day of the last month	I. Pardaev, Head of the department for processing, control and monitoring of applications from individuals and legal entities, A. Jabborov, office
7.	Control over the execution of appeals received through the virtual reception of the President and the Rector of the Republic of Uzbekistan.	During the school year	I. Pardaev, Head of the department for processing, control and monitoring of applications from individuals and legal entities, A. Jabborov, office

8.	Control and analysis of compliance with the teaching staff, employees of labor and performance discipline.	During the school year	Pardaev I., Head of the department for processing, control and monitoring of applications from individuals and legal entities
nine.	Informing about executive discipline at a meeting of the Council of Deans, familiarization with the decisions of the Collegium of the Ministry.	Regularly	Pardaev I., Head of the department for processing, control and monitoring of applications from individuals and legal entities
10.	Analysis of curricula for the preparation of bachelors and masters, the state of implementation of curricula, their implementation and labor discipline.	During the school year	I.Pardaev, Head of the department for processing, control and monitoring of applications from individuals and legal entities, Head of the department for quality control of education
eleven.	Studying the activities of the information resource center, its branches and divisions.	During the school year	I.Pardaev, Head of the department for processing, control and monitoring of applications from individuals and legal entities, Head of the department for quality control of education
12.	State of preparation of faculties for the new academic year.	August 2022	Pardaev I., Head of the department for processing, control and monitoring of applications from individuals and legal entities
13.	Generalization, monitoring of information from evaluation commissions on the activities of the teaching staff based on the rating system.	August-September 2022	I.Pardaev, Head of the department for processing, control and monitoring of applications from individuals and legal entities, head of the UMU, chairman of the public council
fourteen.	Ensuring the implementation, monitoring of instructions, instructions, tasks issued by the administration of the university.	During the school year	Pardaev I., Head of the department for processing, control and monitoring of applications from individuals and legal entities and employees of the department

15.	Monitoring the implementation of activities provided for by the work plan of the university, introducing the results for discussion by the council of the university.	During the academic year according to the plan	Pardaev I., Head of the department for processing, control and monitoring of applications from individuals and legal entities and employees of the department
sixteen.	Carrying out comprehensive audits of the implementation of government decrees, introducing the results for discussion by the university council.	Once a month scheduled	Pardaev I., Head of the department for processing, control and monitoring of applications from individuals and legal entities

11. WORK PLAN FOR INTERNATIONAL COOPERATION.

No.	Events	Period of execution	Responsible
1.	Implementation of the tasks defined by the Decree of the President of the Republic of Uzbekistan No. PK-2909 dated April 20, 2017, the implementation of individual work on the study of advanced foreign experience and implementation in the educational process, higher education for 2017-2022, attracting highly qualified foreign specialists to activities for fundamental improvement education systems.	During a year	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department, deans of faculties
2.	Registration of personnel documents sent on business trips abroad in accordance with the order of the Ministry of April 13, 2005 N 81 “on trips from higher educational institutions on business trips abroad”.	During a year	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department,
3.	According to the preparation of joint projects by Erasmus +, DAAD Germany, DFG, IAEA Europe, UniCEN USA, Fullbright, KOICA J. Korea, the NOWA project of the Lublin Technical University of Poland, Nagoya University of Japan (NUPACE) and other similar programs of the university, staff consultation, preparation of conclusions and recommendations.	January - December 2022	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department, faculty deans, heads of faculties together with the deans
four.	Conduct formal work to ensure that Christopher Cowan, US Fulbright Laureate, works with industry representatives at the university.	January-February 2023	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department, deans of faculties
five.	Recommend a young teacher, university research intern for training and scientific internships, teaching students and undergraduates for educational grants announced by scholarship programs and partner universities in China, South Korea, India, Hungary.	January - September 2022	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of the International Cooperation Department, faculty deans, responsible persons of faculties and departments
6.	Organization of meetings and signing of memorandums with representatives of the ministries of education of foreign countries, international educational organizations and diplomatic missions, delegations of higher educational institutions.	During 2022	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department,

7.	Agreement on joint educational programs with prestigious foreign universities and attraction of employees to the faculty of international educational programs.	During the 2022-2023 academic year	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department, deans of faculties
8.	Inviting professors and lecturers from prestigious overseas higher education institutions to give online and traditional lectures in this field, as well as to guide undergraduates and doctoral students.	August - October 2022	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department, deans of faculties
nine.	Placement of announcements, conditions for submitting applications, proposals and recommendations on the website of the university and in the media about competitions for scholarships announced by foreign universities and foundations.	During the school year	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department, deans of faculties
10.	Ensuring the implementation of instructions, orders and tasks of the President of the Republic of Uzbekistan, the Cabinet of Ministers and the Ministry of Foreign Affairs of the Republic of Uzbekistan related to international cooperation, providing information.	During the school year	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department, deans of faculties, M. Nasyrov
eleven.	With the support of the government and the embassy of Azerbaijan, conclude agreements with the Baku and Linguistic Universities on the establishment of an "Azerbaijani Language Center" at the university, sign contract projects.	April 2023	Head of the Department of International Cooperation D. Oblokulov, M. Nasyrov
12.	Prepare joint programs in the field of history in cooperation with the Inonu University of Turkey and conduct a student exchange in the field of philology through an online meeting with the participation of its officials.	February 2023	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department, deans of faculties
13.	Organization of the visit of the teacher-volunteer of the South Korean organization KOICA Se Yong Yun to teach and solve teaching issues at the Department of Social Sciences and Humanities of the Faculty of International Educational Programs.	March 2023	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department, deans of faculties

fourteen.	Carrying out a "Career Day" for students and youth together with the production department "Samarkand City".	March 2023	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department, deans of faculties
15.	Assistance in organizing and holding an international conference on the topic "Formation and development of clusters in an innovative economy" at the faculty of personnel management.	March 2023	Vice-Rector for Research and Innovation Kh. Khushvaktov, Vice-Rector for International Cooperation A.R. Akhatov, Head of the International Cooperation Department D. Oblokulov, deans of faculties
sixteen.	Explanation of the conditions of postgraduate competitions announced by the President of the Republic of Uzbekistan, the El-Yurt Umidi Foundation on the university's web page and assistance to applicants in filling out questionnaires.	During the school year	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department, faculty deans, D. Khursandov
17.	Attracting scientists, professors and teachers to conduct online classes through foreign partner universities and organizations in institutes created under the auspices of the university.	August - September 2022	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department
eighteen.	Assistance in attracting foreign specialists to the language training center formed at the University in accordance with the Decree of the President of the Republic of Uzbekistan dated May 19, 2021 No. PP-5117 "on measures to bring activities to promote the study of foreign languages of the Republic of Uzbekistan to a qualitatively new level."	During the school year	Vice-Rector for Research and Innovation Kh. Khushvaktov, Vice-Rector for International Cooperation A.R. Akhatov, Head of the International Cooperation Department D. Oblokulov
nineteen.	Assistance in the preparation, publication and execution of documents necessary to increase the number of undergraduate, graduate, doctoral students and independent applicants at the university by industry and direction.	July-October 2022	Akhatov A.R., Vice-Rector for International Cooperation, D. Oblokulov, Head of International Cooperation Department, faculty deans,

12. WORK PLAN FOR INTRODUCTION AND USE OF INFORMATION AND COMMUNICATION TECHNOLOGIES.

No.	The content of the work	Period of execution	Responsible
1.	Improving the efficiency of work aimed at the introduction of information and communication technologies in the educational process.	Regularly	vice-rectors, Head of the Center for Digital Educational Technologies
2.	Control of electronic document flow between MHSSE and SamSU.	Regularly	Head of the Center for Digital Educational Technologies
3.	Further improvement of systems and programs for internal electronic document management at the university, software development based on new technologies.	During the school year	Head of the Center for Digital Educational Technologies
4.	Creation and improvement of national programs of the university for Android and IOS, inclusion of information about the website and hemis in the program, downloading news.	During the school year	Head of the Center for Digital Educational Technologies, Press Service
5.	Strengthening the teaching staff, employees by creating and passing certification of electronic teaching aids to increase the level of knowledge in information technology, modern information and communication tools, in particular, the use of a computer and the Internet.	During the school year	Vice-Rector for Academic Affairs A.Soliev, Head of the Center for Digital Educational Technologies A.A.Rustamov, head of personnel department S.Kh.Abdullaeva
6.	Ensuring the continuous operation of all computer classes and means of information communications that are part of the university.	During the school year	Head of the Center for Digital Educational Technologies
7.	The Information Resource Center is an electronic educational hall that provides computers of faculties and departments with new modern programs, enriching them, electronicizing the process of issuing and receiving books from the IRC.	During the school year	Head of the Center for Digital Educational Technologies, IRC
8.	Continuous provision of existing computers at faculties, centers, departments and departments with service programs.	During the school year	Head of the Center for Digital Educational Technologies
9.	Organization of seminars and trainings on the use of innovative technologies in the educational process.	During the school year	Vice-Rector for Research and Innovation H. Khushvaktov, Vice-Rector for Academic Affairs A.

			Soliev, Head of the Center for Digital Educational Technologies
10.	Monitoring the continuous operation of the university's local network and the Internet information network, as well as the use of the Internet.	Regularly	Head of the Center for Digital Educational Technologies
11.	Register all network users, ensure the provision of local network services only to them, ensure the information security of local networks.	Regularly	Head of the Center for Digital Educational Technologies
12.	Improvement of SamSU WEB-site and regular posting of news.	Regularly	Head of the Center for Digital Educational Technologies, Press Service
13.	Replenishment and updating of electronic information and educational resources on the computers of the IRC.	Regularly	Head of the Center for Digital Educational Technologies
14.	Ensuring effective use of the Zionet network by students.	Regularly	Heads of the Center for Digital Educational Technologies, IRC
15.	Develop a project to further strengthen the implementation of information and communication technologies, increase the number of computer rooms and conduct sales of electronics directly from manufacturers.	During the school year	Vice-Rector for Financial and Economic Affairs S.B. Abdujabborov, Head of the Center for Digital Educational Technologies
16.	Provision of software and hardware support for rating control in subjects by a test method.	During the school year	Head of the Center for Digital Educational Technologies, Educational Department
17.	Ensuring the active participation of the center's employees in spiritual and educational events held at the university level.	Regularly	Head of the Center for Digital Educational Technologies

NOTE:

1. The minutes of the relevant meeting must be drawn up in connection with the ongoing activities in accordance with the regulations of the university.

2. If necessary, some changes can be made to this plan.

3. Information on the implementation of the university work plan must be submitted to the internal control and monitoring department in written and electronic forms before the 20th day of each month.

This work plan was discussed and approved at a meeting of the University Council on June 28, 2022 (Minutes No. 13).