

REVIEWED
at the meeting of the Academic
Council of JASU named after
B. Osmonov
Minutes No. 5
31 01 2025

APPROVED
by the Rector of JASU named
after B. Osmonov
Usenov K. Zh.
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Regulations on the Licensing Council of Jalal-Abad State University named after B. Osmonov

1. General Provisions

1. These Regulations "On the Licensing Council of Jalal-Abad State University named after B. Osmonov" (hereinafter referred to as "the Regulations") have been developed on the basis of the Decree of the President of the Kyrgyz Republic No. 243 "On Measures to Enhance the Capacity and Competitiveness of Higher Professional Education Institutions of the Kyrgyz Republic" dated July 18, 2022; the Resolution of the Cabinet of Ministers of the Kyrgyz Republic No. 654 "On Amendments to Certain Decisions of the Government of the Kyrgyz Republic Regarding Granting Special Status to State Higher Education Institutions" dated November 21, 2022; the Law of the Kyrgyz Republic "On Education"; and the Regulations on the Licensing Council of the Ministry of Education and Science of the Kyrgyz Republic.

2. The Licensing Council (LC) operates with the aim of making independent and objective decisions regarding the issuance, refusal of issuance, reissuance, suspension, renewal, or termination of licenses; initiating license annulments; recognizing licenses; applying regulatory measures; and preparing proposals for the university administration on matters within the Council's competence.

3. In its activities, the Licensing Council is guided by the Constitution of the Kyrgyz Republic; the Laws of the Kyrgyz Republic "On Education," "On the Licensing and Permitting System in the Kyrgyz Republic," and "On the Basics of Administrative Activities and Administrative Procedures"; the Resolution of the Government of the Kyrgyz Republic dated December 14, 2023 "On Approval of the Temporary Regulation on the Licensing Procedure for Educational Activities in the Kyrgyz Republic"; other normative legal acts of the Kyrgyz Republic; and these Regulations.

2. Goals and Objectives of the Licensing Council

1. The primary goal of the LC is to make independent and objective decisions on the issuance, refusal, reissuance, suspension, renewal, or termination of licenses; initiate license annulments; recognize licenses; and apply regulatory measures.

2. The objectives of the LC are:

- To contribute to the formation and development of an education quality system based on approved state educational standards and/or standards developed and approved by JASU;
- To ensure objectivity in decision-making regarding licensing issues.

3. Functions of the Licensing Council

1. The main functions of the LC include:

- reviewing the complete set of documents submitted by applicants for obtaining a license;
- discussing the conclusion of the chair of the expert group on program licensing;
- making independent and objective decisions on the issuance or refusal of licenses for educational activities;
- making independent and objective decisions on the reissuance, suspension, renewal, or termination of licenses;
- making independent and objective decisions on applying regulatory measures to license holders;
- organizing and conducting round tables, conferences, and seminars on issues within the LC's competence;
- preparing proposals for improving the licensing procedure for educational activities;
- performing other functions aimed at enhancing the licensing procedure.

4. Procedure for Establishing the Licensing Council

1. The Council includes the Vice-Rector for Academic Affairs, the Head of the Licensing, Accreditation, and Education Quality Department, and five representatives from higher and secondary vocational educational structures within JASU.
2. The LC consists of the Chairperson and members of the Council.
3. The Chairperson of the Council is the Vice-Rector for Academic Affairs.
4. The LC must include no fewer than seven members.
5. The LC's composition is approved by a rector's order for a term of two years.
6. Changes to the LC composition are also made by a rector's order.
7. The LC operates on a voluntary (non-remunerated) basis.

5. Procedure for Organizing the Council's Work

1. LC meetings are held once every two months and/or as needed. Extraordinary meetings may be held when necessary.

The meetings are chaired by the Chairperson of the Council or, in their absence, by the Head of the Licensing, Accreditation, and Education Quality Department.

2. To ensure the Council's operations, the Chairperson of the Council:

- convenes regular and extraordinary LC meetings, organizes their preparation and conduct, and sets the agenda;
- performs other duties related to the functioning of the LC;
- submits proposals to the university administration to improve the LC's work.

3. The Chairperson of the LC is entitled to:

- Submit proposals to the university administration on the LC's composition;
- Present analytical notes and other documents to the university administration based on the results of expert reviews conducted by the LC.

4. LC members participate in decision-making during Council meetings. LC members are entitled to propose items for the meeting agenda and raise any issues within the Council's competence, as well as receive information on the Council's activities.

5. The main form of the LC's activity is meetings held in accordance with administrative procedures established by the Law of the Kyrgyz Republic "On the Basics of Administrative Activities and Administrative Procedures" and the "Regulation on the Procedure for Conducting Administrative Cases, Registering Them, and Recording Administrative Acts in the Licensing of Educational Activities."

6. The legitimacy of an LC meeting is determined based on an attendance sheet, which includes the names and initials of LC members present, their signatures, and the meeting date. At least two-thirds of the LC members must be present for the meeting to be valid.

7. A decision of the LC is considered adopted if the majority of members present vote in favor. In the event of a tie, the vote of the Chairperson prevails. The decision protocol must be signed by the Chairperson, the responsible executor, and the Council Secretary within five (5) working days.

8. The LC's decision is formalized in a protocol in accordance with the "Regulation on the Procedure for Conducting Administrative Cases, Registering Them, and Recording Administrative Acts in the Licensing of Educational Activities." Based on the protocol decision, a license form is issued, signed by the rector, and sealed with the official university stamp.

9. Decisions adopted at LC meetings regarding license issuance are entered into the JASU license register and published on the university's official website.