

Accepted by

The scientific council of JASU

Protocol No. 5

Date 31. 01. 2025

Approved by

the Rector of JASU

Prof. Usenov K.Zh.

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REGULATIONS

ON THE SCIENTIFIC AND TECHNICAL COUNCIL (STC) OF JALAL-ABAD STATE UNIVERSITY named after B. OSMONOV

1. General Provisions

1.1. The Scientific and Technical Council (hereinafter – the STC) of Jalal-Abad State University (JASU) is established under the Rector to promote the effective development and implementation of scientific, scientific-technical, and innovative activities, as well as innovative projects carried out by the University's structural units.

1.2. These Regulations are developed in accordance with the following documents: the Law of the Kyrgyz Republic "On Education"; the Concept for the Development of Education in the Kyrgyz Republic until 2020; and the Law adopted by the Jogorku Kenesh of the Kyrgyz Republic on 21 June 2023, "On Science and the Fundamentals of State Scientific and Technical Policy."

1.3. In its activities, the STC is guided by the regulatory legal acts of the Kyrgyz Republic governing higher education and science, the Charter of the University, orders of the Rector, the Regulations of the University's Research Department, decisions of the Academic Council, and other internal documents of the University.

1.4. The STC is a permanent expert-consultative body. It serves as a mechanism for the participation of the University's teaching and research staff in implementing state policy in the field of science and technology, improving scientific and innovative research conducted in departments and other units, increasing the effectiveness of training highly qualified scientific and pedagogical personnel (PhD and Candidates of Sciences), and improving the research work of doctoral students, postgraduates, master's students, and undergraduate students.

1.5. The STC includes leading scholars from departments, faculties, and other structural units of the University. Its composition is approved by order of the Rector upon the recommendation of the faculty deans.

1.6. The annual activity report of the STC is reviewed once a year by the Academic Council.

1.7. These Regulations enter into force after consideration by the Academic Council and approval by the Rector of JASU.

2. Procedure and Composition of the Scientific and Technical Council

2.1. The composition of the STC is formed by the Research Department, coordinated with the Vice-Rector for Research, and approved by the Rector.

2.2. Composition of the STC:

Chairman of the Council – the Vice-Rector for Research (hereinafter – the Chairman).

2.3. Main functions of the Chairman:

- 2.3.1. Organizes the work of the STC and chairs its meetings;
- 2.3.2. Approves meeting agendas;
- 2.3.3. Submits issues for consideration to the Academic Council;
- 2.3.4. Monitors the implementation of STC decisions;
- 2.3.5. Ensures reporting on scientific projects and related expenditures.

2.4. The Deputy Chairman of the STC is a member of the STC and one of the leading scholars.
Main function:

- 2.4.1. In the absence of the Chairman, the Deputy Chairman leads the STC and performs other powers delegated by the Chairman.

2.5. The Scientific Secretary of the STC is a senior specialist of the University's Research Department.

Main functions:

- 2.5.1. Assists the Chairman and Deputy Chairman in matters related to STC activities;
 - 2.5.2. Prepares agendas, organizes meetings, submits materials to the Chairman for approval, distributes documents to members in a timely manner, and prepares minutes and resolutions;
 - 2.5.3. Ensures proper storage of minutes, STC decisions, and document copies.
- 2.6.** STC members include the Head of the Research Department, leading scholars from the teaching staff, heads of research programs, and candidates nominated by faculties and departments.

Main functions:

- 2.6.1. Participate in discussions at STC meetings;
- 2.6.2. Facilitate the implementation of STC decisions;
- 2.6.3. Submit proposals to improve the work of the STC;
- 2.6.4. Carry out assignments of the Chairman or Deputy Chairman.

3. Purpose and Main Tasks of the STC

3.1. The purpose of establishing the STC is to ensure effective management of the University's scientific and innovative activities by engaging the scientific community in evaluating the quality of scientific work performed by structural units, initiating fundamental research in all scientific fields, and promoting the implementation of research results, including their integration into the educational process.

3.2. The activities of the STC aim to increase the efficiency of scientific research conducted by faculty, researchers, doctoral students, PhD candidates, master's students, and undergraduate students; to ensure integration of research with the educational process; and to enhance its impact on the quality of training scientific and pedagogical personnel. The STC operates on the principles of transparency, collective discussion and decision-making, and accountability to the University's staff and students.

4. Duties and Functions of the STC

- 4.1. Increase the effectiveness of research activities at the University;
- 4.2. Identify new sources and forms of funding for University research, including national, departmental, and international programs;
- 4.3. Coordinate the work of structural units in conducting complex research, engineering developments, and innovation projects;
- 4.4. Develop criteria and participate in evaluating the scientific activities of departments, faculties, researchers, and students;

- 4.5. Assess the performance of the University's scientific units;
- 4.6. Review issues related to improving patent-licensing, publishing, information, and exhibition activities, including promoting the achievements of University scholars domestically and internationally;
- 4.7. Recommend to the Rector the composition of committees for internal University grants;
- 4.8. When members of the STC apply for financial projects, the Chairman (or Deputy Chairman) may include another member specializing in the relevant field;
- 4.9. Conduct expert reviews of scientific projects and programs and prepare conclusions;
- 4.10. Review quarterly reports on research projects funded by the state or the University and decide on their approval;
- 4.11. Review and recommend dissertation topics of doctoral students, postgraduates, and applicants to the Academic Council;
- 4.12. Hear reports from the postgraduate department, the Research Department, applicant institutions, and other units;
- 4.13. Develop, coordinate, and approve plans for scientific events, seminars, and conferences;
- 4.14. Submit proposals to the Board of Trustees on awarding named scholarships, state awards, and research grants to University staff, postgraduate students, doctoral students, and students;
- 4.15. Review applications and prepare recommendations to the Academic Council regarding scientific publications by JASU staff.

5. Rights and Responsibilities

- 5.1. Use all available means and resources to achieve its goals, provided they do not contradict the Constitution and legislation of the Kyrgyz Republic, the University Charter, and these Regulations;
- 5.2. Request necessary information from faculties and structural units;
- 5.3. Analyze the scientific and methodological work of faculties, structural units, and the Research Department;
- 5.4. Organize competitions, hear reports on basic and competitive projects, and make decisions on them;
- 5.5. Engage individual scholars to prepare materials related to STC tasks;
- 5.6. Establish sections, expert commissions, and temporary working groups to analyze and address scientific and organizational issues;
- 5.7. Conduct research related to the organization of scientific activity in accordance with the University Charter and legislation;
- 5.8. Ensure confidentiality of research results in accordance with applicable obligations and legislation.

6. STC Operating Procedures

- 6.1. The Scientific Secretary must notify STC members in writing of the agenda of an extraordinary meeting at least five days in advance;
- 6.2. A meeting has quorum if at least half of the STC members are present;
- 6.3. Decisions are made by open voting;
- 6.4. A decision is adopted if more than half of the members present vote in favor;
- 6.5. The STC may, by majority vote, decide to hold a secret ballot on any issue within its competence;
- 6.6. To include an item on recommending a scientific or methodological work for publication, the manuscript and supporting documents (two external reviews, an extract from the department meeting minutes, and an extract from the faculty Academic Council meeting minutes) must be submitted at least one week before the meeting.