

Agreed by

The Academic Council of JASU
named after B. Osmonov

Minutes No. 5

"05" 03 2026.

Approved by

the rector of JASU named after B. Osmonov,
doctor of technical sciences,
professor K. Zh. Usenov

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REGULATIONS

on the Science department

of the scientific-educational-production complex

"B. Osmonov Jalal-Abad State University"

1. General Provisions

1.1. The Department of Science (hereinafter referred to as the “Department”) is a structural research unit of Jalal-Abad State University named after B. Osmonov (hereinafter referred to as the “University”). The Department is established by order of the Rector and is under the supervision of the Vice-Rector for Scientific Work and Innovation.

1.2. The Department carries out research activities in accordance with the tasks of the Ministry of Science, Higher Education and Innovations of the Kyrgyz Republic, as approved by the Academic Council, as well as in line with the priority directions of scientific activity in the Kyrgyz Republic.

1.3. The Department operates in accordance with the University Charter. Its activities are regulated by normative and methodological documents, internal regulations, and current provisions on research activities of the University.

1.4. Personnel, planning, and financial servicing of financial-economic, contractual, and research activities of the Department are carried out by the relevant structural units of the University.

1.5. Information on the research activities of the Department is published on a dedicated page of the University website.

2. Objectives

2.1. Organization and coordination of research on current problems in the field of fundamental and applied sciences that contribute to the successful development of the University’s educational and social sphere.

2.2. Promotion of the development of fundamental and applied sciences in priority areas, as well as support for conducting scientific research in these fields.

2.3. Conducting independent research work, as well as research in cooperation with scientific institutions, organizations, and enterprises of all forms of ownership.

2.4. Participation in scientific conferences, symposiums, exhibitions, and thematic meetings both domestically and internationally.

2.5. Organization of scientific grant competitions for fundamental and applied research in order to implement the University's research programs.

2.6. Identification and support of talented young researchers; promotion of the development of competent, scientific, and creative individuals in society.

3. Aims

3.1. To ensure and promote the scientific, innovative, and scientific-educational activities of the department;

3.2. To strengthen the material and technical base for the development of research activities, and to ensure the improvement of the scientific qualifications and professional level of the academic staff, employees, and students;

3.3. To facilitate the development of research projects and plans in accordance with technical specifications;

3.4. To organize admission to postgraduate and doctoral studies, and to distribute the academic workload of postgraduate students taking into account classroom hours and scientific supervision hours in accordance with university requirements;

3.5. To involve researchers, teaching staff, postgraduate students, master's students, and students in research activities in order to enhance the scientific potential of the university;

3.6. To promote fundamental, exploratory, and applied research conducted by academic staff and students in accordance with the academic profile and priority areas of science;

3.7. To create and optimize a qualitatively new scientific and experimental base; to participate in the establishment of modernized scientific and educational laboratories for the training of PhD doctoral students, professional doctoral students, postgraduate students, and for conducting research;

3.8. To supervise the activities of the Council of Young Scientists;

3.9. To cooperate with governmental and non-governmental organizations, as well as international educational and scientific institutions, for the purpose of creating joint scientific products.

4. Functions

4.1. To prepare and conduct scientific events at the university in both online and offline formats (congresses, conferences, symposiums, Olympiads, round tables, colloquiums, seminars, webinars, and summer schools);

4.2. To establish and develop scientific relations with educational institutions; to organize guest lectures (in online and offline formats, etc.) with the participation of researchers from national and foreign universities;

4.3. To monitor the university's research activities and the progress of their implementation, and to organize comprehensive interdisciplinary scientific research;

4.4. To organize regional, national, and international conferences, and to facilitate the preparation and presentation of scientific reports by the academic staff, postgraduate students, master's students, and students of the university;

4.5. To coordinate the revision, editing, formatting, and peer review of scientific papers and articles submitted for publication in the university's scientific journal, as well as in journals indexed in Web of Science, Scopus, and RSCI, with the issuance of recommendations regarding the advisability of publication;

4.6. To facilitate the publication of monographs, scientific works, and other publications that meet modern academic community standards;

4.7. To supervise issues related to improving the university's publishing activities, as well as the editing, formatting, and preparation of the final version of the scientific journal;

4.8. To prepare an annual report for the Vice-Rector for Research on the department's research plans and the results of its research activities.

5. Rights

The Department shall have the right to:

5.1. Request from the structural subdivisions of the University information, certificates, and other materials necessary for carrying out the Department's activities;

5.2. Become acquainted with the decisions of the University management concerning the Department's activities;

5.3. Submit proposals to the University management on matters within the competence of the Department;

5.4. Prepare the necessary documents for drawing up the Department's economic conclusions and coordinate them with the relevant University officials;

5.5. Upon agreement with the University management, provide information on the Department's research activities to the mass media and on the official website of the University.

6. Responsibility

6.1. Organization and conduct of research activities in accordance with the Charter of the University and the legislative acts of the Kyrgyz Republic;

6.2. Maintenance of confidentiality of research results within the scope of undertaken obligations and in accordance with the legislation of the Kyrgyz Republic;

6.3. Prevention of material damage and compliance with fire safety and sanitary regulations.

7. Organizational Activities

7.1. The structure and staffing levels of the Department shall be determined by the Head of the Department, agreed upon with the Vice-Rector for Research and Innovation, and approved by the Rector of the University.

7.2. The activities of the Department staff shall be regulated by job descriptions.

7.3. The Department shall annually approve the University's research work plan and submit a report to the Academic Council.

7.4. The Head of the Department shall have the right to independently resolve certain issues and shall bear responsibility for the results of the Department's activities within the limits of his/her competence before the Vice-Rector for Research and Innovation.

7.5. The conclusion on the advisability of publishing scientific papers, articles, and other materials submitted for publication in the University's scientific journal, as well as in journals indexed in Web of Science, Scopus, and RSCI, shall be issued by the Head of the Department.

7.6. Other issues related to the Department's activities and not provided for by this Regulation shall be resolved jointly with the Vice-Rector for Research and Innovation and the relevant officials.

7.7. This Regulation, as well as all amendments and additions thereto, shall be coordinated with the Rector of the University in the prescribed manner.