

Қазақстан Республикасы
Мәдениет және ақпарат министрлігі
**«Құрманғазы атындағы Қазақ
ұлттық консерваториясы» РММ**



**RSE “Kurmangazy Kazakh
National Conservatory”**
Ministry of Culture and
Information
of the Republic of Kazakhstan

ЖОСПАР

PLAN

№ APIQAC-03-25

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ANNUAL PLAN OF THE INTERNAL QUALITY ASSURANCE COMMITTEE FOR THE YEAR 2025

Approved by the Academic Council. Protocol No. 8 dated 02/26/2025

№	Event	Responsible Persons for Preparing the Main Report
AUTUMN		
1	Analysis of internal and external quality assessment results in education	Vice-Rector for Academic Affairs; Deans; Department of Educational and Methodological Work and Inclusive Education; Head of Academic Planning Department
2	Graduate employment analysis	Vice-Rector for Academic Affairs
3	Risk analysis and management at RSE “Kurmangazy Kazakh National Conservatory”	Vice-Rector for Academic Affairs
4	Development of recommendations for improving standards, procedures, mechanisms, conditions, and methods of quality assurance and enhancing the quality of the educational process	a) Vice-Rector for Academic Affairs; b) Head of OR
5	Analysis of professional development of academic staff in their teaching fields	Head of Human Resources Department
6	Analysis of administrative and managerial staff development in management	Head of Quality Management, Internal Audit and Strategic Planning Project Office
SPRING		
7	Evaluation of educational programs: a) for compliance with established goals, including learning outcomes (e.g., presence of long- and short-term goals with key performance indicators); b) for student motivation to take an active role (e.g., active student participation in academic, research, and social processes); c) for staffing with competent faculty; d) for provision of educational, material, and informational resources (e.g., access to modern databases, electronic libraries, and other resources); e) for faculty engagement in academic and scientific activities	a) Head of Academic Affairs Service b) Vice-Rector for Social and Educational Affairs; Vice-Rector for Academic Affairs; Acting Vice-Rector for Scientific-Innovative Activities, Creative Development and International Cooperation c) Head of Human Resources Department d) Head of Scientific and Information Library and Electronic Resources Department e) Head of Science and Innovation Department
8	Analysis of open classes; summarizing and dissemination of best teaching practices	Heads of Departments
9	Monitoring and evaluation of the quality composition of student body, admission and graduation requirements	a) Admissions Secretary b) Deans

№	Event	Responsible Persons for Preparing the Main Report
10	Review of student and faculty appeals related to academic quality assurance and academic integrity compliance	Compliance Officer; Head of Quality Management, Internal Audit and Strategic Planning Project Office
11	Consultation and expert support on quality assurance matters	G.B. Abdirakhman, Sarymsakova A., N.A. Yertayeva
12	Preparation of the quality assurance report, its presentation at the Academic Council of the Conservatory, and public dissemination	Chairperson

№	Event	Responsible Persons for Preparing the Main Report	Deadline – Format
1	Analysis of internal and external quality assessment results in education	G.B. Abdirakhman (accreditation); Deans (remarks from the heads of SAC and SEC); A.Zh. Mashimbayeva (monitoring of syllabi, logs, and content in AIS Platonus); I. Okas (monitoring of classes, peer observations, and specialized room equipment)	Reports to the Academic Council and Rectorate
2	Graduate employment analysis	A.E. Abdiquadyr	Report to the Academic Council (November 2025)
3	Risk analysis and management in RSE “Kurmangazy Kazakh National Conservatory”	G.B. Abdirakhman (information collection, registration sheets for observations and non-conformities; audit report format by A. Sarymsakova)	Report to the Academic Council (December), Rectorate
4	Development of recommendations to improve standards, procedures, mechanisms, conditions, and quality assurance methods	a) G.B. Abdirakhman b) N.A. Yertayeva	a) Report on faculty problems b) Report on exam format changes (Kazakh History); improvements in attendance and performance tracking in AIS Platonus, etc.
5	Analysis of academic staff development by discipline	G.D. Karabalayeva	Report to the Rectorate
6	Analysis of management and administrative staff development in management	A.S. Sarymsakova	Report to the Rectorate
7	Evaluation of educational programs: a) compliance with set goals and learning outcomes b) student motivation and participation c) competent teaching staff d) provision of educational, material, and information resources e) faculty involvement in academic and scientific events	a) N.A. Yertayeva (monitoring by committee members) b) N.T. Kuldanov, G.B. Abdirakhman, A.S. Nusupova (criteria for integral GPA based on academic, research, and social activity) c) G.D. Karabalayeva d) F.I. Akylbek e) S.M. Shakirova	a) Report to Academic Council (March 2025) b) Report to Rectorate (April 2025) c) Report to Academic Council (March 2025) d) Report to Academic Council (October 2025) e) Report to Academic Council (Winter): statistics on faculty conference participation, publications, and integration of research into education

№	Event	Responsible Persons for Preparing the Main Report	Deadline – Format
8	Analysis of open lessons; sharing best teaching practices	Heads of Departments	Reports to Rectorate, Masterclasses
9	Monitoring and evaluating student body quality, admission, and graduation requirements	a) Admissions Secretary (admission analysis) b) Deans (graduation criteria)	a) Report on admission rules, analysis of student body (including % with "Altyn Belgi", competition winners) b) Rules and criteria for final work assessment
10	Review of student and faculty feedback on academic quality and integrity	G.M. Zhaguuparova (surveys "Clean Exam Session", "Corruption in HEI") A. Sarymsakova ("Conservatory Through the Eyes of Students" and Faculty) Zh. Musaeva ("Through the Eyes of Graduate Students and Doctoral Candidates")	Report to Academic Council and Rectorate based on survey results (Winter)
11	Consultation and expert support on quality assurance issues	G.B. Abdirakhman, A. Sarymsakova, N.A. Yertayeva	Seminars and briefings throughout the year
12	Preparation of the quality assurance report, its presentation to the Academic Council, and public dissemination	Chairperson	Report to Academic Council (Spring)

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