

“APPROVED”
Rector of the EI “RMU”
cand. of med. sciences
M.Ch. Alymkulov



**Work Plan of the Department of Morphological and Fundamental Disciplines
for the 2024–2025 Academic Year**

№	Types of Activities	Timeframe	Responsible Persons
1. Organizational Work			
1	Formation of the department staff	August– September	Head of the Department
2	Preparation of the department work plan and its approval at the department meeting	September	Head of the Department
3	Calculation and distribution of teaching workload among department members; readiness of the department for the new academic year	August– September	Head of the Department, all department staff
4	Discussion of plans for: - department activities; - department meetings; - faculty professional	September	Head of the Department, specialist, and all department staff

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	<p>development;</p> <ul style="list-style-type: none"> - activities of the methodological group of the department; - research activities; - student research activities 		
5	<p>Development of schedules for:</p> <ul style="list-style-type: none"> - academic calendars and module schedules; - make-up classes; - independent work 	September	Head of the Department, specialist, and all department staff
6	Preparation for institutional accreditation by IAEP0	September–December	Head of the Department, specialist, and all department staff
7	Preparation of classrooms in the university clinic for the beginning of the academic year: distribution	September	All department staff