
“APPROVED”
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REGULATION
ON THE ACADEMIC COUNCIL
OF THE EDUCATIONAL INSTITUTION

Bishkek – 2025

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1. Purpose and Scope of Application

This Regulation defines the legal status, goals, objectives, functions, powers, structure, formation procedure, and organization of activities of the Academic Council of the Educational Institution “Royal Metropolitan University” (hereinafter referred to as RMU).

The purpose of this Regulation is to establish unified norms and procedures ensuring the effective functioning of the Academic Council as a collegial governing body contributing to the development of educational, scientific, and extracurricular activities of the university.

This Regulation applies to all structural divisions of RMU, as well as to members of the Academic Council, faculty staff, administrative management, researchers, and representatives of the student community.

The Regulation governs the activities of the Academic Council of RMU within the framework of implementing state policy in the field of higher education.

2. Terms and Definitions

For the purposes of this Regulation, the following terms are used:

- **Academic Council** — a collegial governing body of a higher educational institution responsible for strategic, educational, scientific, personnel, and extracurricular policy issues of the university.
- **Faculty Staff** — teaching staff including lecturers, associate professors, professors, and researchers of the university.
- **Academic Freedom** — the right of members of the academic community to freedom of teaching, research, and dissemination of knowledge.
- **Personnel Policy** — a set of measures for personnel management, including selection, evaluation, development, and encouragement of academic staff.
- **Higher Attestation Commission of the Kyrgyz Republic (HAC KR)** — a state body responsible for scientific and methodological guidance, coordination, and control in the field of awarding academic degrees and titles in the Kyrgyz Republic.

3. Regulatory References

This Regulation has been developed in accordance with the following regulatory legal acts of the Kyrgyz Republic:

- Law of the Kyrgyz Republic “On Education” No. 179 dated 11.08.2023;
- Law of the Kyrgyz Republic “On Science” No. 170 dated 08.08.2023;
- Resolution of the Government of the Kyrgyz Republic dated 03.02.2004 No. 53 “On Approval of the Regulation on Higher Professional Educational Institutions of the Kyrgyz Republic”;
- ISO 9001:2015;
- University Charter;
- Other regulatory legal acts governing education, science, and management in higher educational institutions.

4. General Provisions

4.1. This Regulation has been developed in accordance with the Regulation on Higher Professional Educational Institutions of the Kyrgyz Republic approved by the Resolution of the Government of the Kyrgyz Republic dated February 3, 2004 No. 53, the University Charter, and other regulatory legal acts.

4.2. The Academic Council is a public-professional collegial governing body of the higher educational institution established for the purpose of developing and implementing the university's internal policy in the field of educational, scientific, methodological, and extracurricular activities.

4.3. The Council ensures consideration and resolution of key issues concerning the functioning and development of the university at a high professional level and contributes to ensuring high-quality training of specialists.

4.4. In its activities, the Academic Council is guided by the principles of transparency, collegiality, academic freedom, and responsibility.

4.5. Decisions of the Academic Council on issues of personnel selection, placement, dismissal, and financial-economic activities are advisory in nature unless otherwise provided by the University Charter and the legislation of the Kyrgyz Republic.

5. Goals and Objectives of the Academic Council

5.1. The purpose of the Academic Council is to promote the strategic development of the higher educational institution and improve the effectiveness of educational, scientific, innovative, and extracurricular activities.

5.2. Objectives of the Academic Council:

- development and approval of priority areas for university development;
- improvement of the quality of educational activities;
- support and development of scientific research;
- improvement of the university management structure;
- formation of academic ethics and scientific culture.

6. Functions and Powers of the Academic Council

The Academic Council performs the following functions:

6.1. Academic and Organizational Policy:

- approval of annual and long-term university development plans;
- consideration of issues related to the establishment, reorganization, dissolution, consolidation, and division of faculties, departments, and other structural units;
- approval of curricula, academic calendars, lists of elective disciplines, qualification characteristics in accordance with state educational standards;
- determination of procedures for approving academic discipline programs, individual study plans of students, postgraduate and doctoral students, and monitoring their implementation;

- consideration of issues related to organization, optimization, and digitalization of the educational process and implementation of effective educational technologies.

6.2. Scientific and Innovative Activities:

- determination of priority areas of research activity;
- allocation of labor, financial, and other resources for scientific activities;
- evaluation of the effectiveness of scientific subdivisions and decisions regarding their further development;
- consideration of issues of international scientific cooperation.

6.3. Personnel Policy:

- hearing reports and conclusions of commissions regarding faculty activities;
- consideration of cases and nomination of candidates for academic titles of Associate Professor and Professor;
- making decisions on nominating employees for state and departmental awards.

6.4. Control and Reporting:

- hearing reports of vice-rectors, deans, heads of departments, and heads of structural divisions;
- hearing reports of the Rector based on the results of the term of office;
- monitoring implementation of Council decisions.

6.5. Social and Educational Work:

- awarding named, university, and other scholarships to students;
- discussion and support of educational and youth policy programs.

7. Rights of the Academic Council

The Academic Council has the right to:

- request and receive necessary information from structural subdivisions of the university;
- establish commissions and working groups to consider specific issues and make decisions thereon;
- initiate internal audits and expert reviews;
- submit proposals for amendments and additions to the University Charter;
- delegate part of its powers to departments and other structural units;
- conduct elections and voting on issues within its competence.

8. Composition and Structure of the Academic Council

8.1. The Academic Council is composed of:

- the Rector (Chairperson of the Council) and Vice-Rectors;
- the Head of the Academic Department and Deans of faculties;
- heads of major academic departments (chairs);
- heads of scientific and pedagogical units;

- representatives of student organizations (not more than 50% of the total number of members, including the Chairperson);
- representatives of the faculty staff;
- external members — heads/deputy heads of healthcare institutions, scientists, education experts, and distinguished physicians (as agreed and when necessary).

8.2. The composition of the Academic Council is approved by the Rector for a term of 2 years in coordination with the state education authority.

8.3. In case of early termination of membership, replacement is carried out at the beginning of the academic year in the same manner.

8.4. Expansion of the Council's powers and the procedure for its formation and renewal may be defined by the University Charter.

9. Organization of Activities of the Academic Council

9.1. Meetings are held regularly, at least once per quarter.

9.2. A meeting is valid if at least two-thirds of members are present.

9.3. Decisions on personnel matters, as well as:

- awarding academic titles;
- submission of candidates for HAC KR academic titles;
- recommendations for awards are adopted by secret ballot.

9.4. Decisions on other issues (educational, methodological, scientific, extracurricular, financial-economic activities) are adopted by open voting by a simple majority.

9.5. Decisions of the Academic Council enter into force after approval by the Rector.

9.6. Meetings are recorded in minutes. Minutes are signed by the Chairperson and the Academic Secretary.

9.7. The Chairperson organizes monitoring of the implementation of decisions and informs the Council on progress.

10. Final Provisions

10.1. This Regulation enters into force after approval by the Academic Council and signing by the Rector.

10.2. All amendments and additions to this Regulation are approved by the Academic Council of RMU.

10.3. Issues not regulated by this Regulation are resolved in accordance with the current legislation and the University Charter.

11. Procedure for Storage and Archiving

11.1. Documents related to the activities of the Academic Council, including this Regulation, minutes of meetings, decisions, orders, membership lists, voting materials, and other supporting documents, are subject to mandatory storage in accordance with established procedures.

11.2. Documentation management and storage are carried out by the Academic Secretary in accordance with the requirements of office work and the legislation of the Kyrgyz Republic.

11.3. Original minutes and approved decisions are transferred to the University Archive at the end of the calendar year with a registry list and cover letter.

11.4. Retention periods are determined according to the official list of standard administrative archival documents approved by the state archival authority and the internal records management system of the university.