

INTERNATIONAL EUROPEAN UNIVERSITY
DECISION

of the Meeting of the Academic Council
of International European University

dd. April 24, 2025

Meeting Minutes No. 8

Having listened to the agenda, the Academic Council
APPROVED:

1. *On the awarding of the academic title of Associate Professor.*

Speaker: O.A. Kuzmenko, Academic Secretary.

1.1. Based on the voting results, to award the academic title of Associate Professor to Roman Halenin (the Decision is attached).

1.2. The certification file of the applicant for the academic title should be processed accordingly and sent to the Ministry of Education and Science of Ukraine for approval within 15 days.

Until May 9, 2025

Responsible person: Academic Secretary

2. *On the organization of planning the 2025-2026 educational process.*

Speaker: I.M. Boiarko, Vice-Rector for Scientific, Educational and Methodical Work.

1. To take into account the information provided by I.M. Boiarko, the Vice-Rector for Scientific, Educational and Methodical Work, on the organization of planning the 2025-2026 educational process.

2. To ensure:

▪ the development and updating of educational programs according to current challenges, taking into account recommendations and comments of accreditation expertise, the needs and expectations of stakeholders; their review involving external reviewers, representatives of employers, student self-government, as well as the corresponding development and approval of curricula, including English versions.

Until May 31, 2025

*Responsible persons: guarantors of educational programs, Departments,
Directors of ERIs*

- the development of syllabi and individual plans of the academic staff, taking into account the competency-based approach, development priorities of educational programs, and key performance indicators.

Until August 27, 2025

*Responsible persons: guarantors of educational programs, Departments,
Directors of ERIs*

3. To introduce tools for ensuring the implementation of individual educational trajectories of students:

- to ensure the equal number of credits for elective disciplines (4 credits each) to promote flexibility in selecting components across different levels and educational programs;
- to update University's regulatory documents (Regulations on the Organization of the Educational Process, Regulations on the Exercise of the Students' Right to an Individual Educational Trajectory, and documents governing procedures and mechanisms for ensuring the implementation of individual educational trajectories of students) in accordance with the Law of Ukraine On Amendments to Certain Laws of Ukraine Regarding the Development of Individual Educational Trajectories and Advancement of the Educational Process;
- to develop and approve a catalogue of elective specializations consisting of 3–4 elective components.

Until May 31, 2025

*Responsible persons: guarantors of educational programs, Heads of Departments,
Directors of ERIs, Department of the Organization of the Educational Process*

- to launch an informational online platform to support students in developing individual educational trajectories.

Until September 1, 2025

*Responsible persons: Department of the Organization of the Educational Process,
Digital Technology Center, Administration of ERIs*

4. To enhance the practical component of education by implementing continuous practical training:

- to integrate practical components into all semesters of study, develop project-oriented disciplines, and expand partnership with employers;
- to renew agreements with practical bases and draw up a list of such bases.

Until August 29, 2025

Responsible persons: guarantors of educational programs, Departments, Directors of ERIs, Department of the Organization of the Educational Process

5. To organize the implementation of basic military training as a compulsory or alternative component of the educational program according to the Resolution of the Cabinet of Ministers of Ukraine No. 734:

- to introduce relevant changes to the educational program;
- to define a block of alternative disciplines for individuals who do not undergo basic military training in accordance with the Resolution of the Cabinet of Ministers of Ukraine No. 734;
- to conclude an agreement to ensure the undergoing of basic military training (both theoretical and practical parts) in accordance with the requirements of the Resolution of the Cabinet of Ministers of Ukraine No. 734 at a Ukrainian higher education institution equipped with the necessary material and technical facilities, as recommended by the Ministry of Education and Science of Ukraine and the General Staff of Ukraine.

Until June 16, 2025

Responsible persons: Vice-Rector for Scientific, Educational and Methodical Work, Department of the Organization of the Educational Process, Directors of ERIs

6. To introduce the awarding of professional qualifications in educational programs where they were not previously provided:

- Program development groups deciding to implement professional qualifications should include the information on awarding professional qualifications in descriptions of 2025 educational programs.

Until May 31, 2025

Responsible persons: guarantors of educational programs, Departments, Directors of ERIs, Department of the Organization of the Educational Process

- To review, develop in accordance with the established procedure, and implement the Procedure for Awarding Professional Qualifications to Students at International European University.

Until September 1, 2025

Responsible persons: Vice-Rector for Scientific, Educational and Methodical Work, Department of the Organization of the Educational Process, Scientific and Methodical Council

7. To enhance the quality control of the educational and methodical support for components of educational programs:

- To review syllabi involving internal and external experts;
- To define the requirements for the content of courses of educational components on e-learning platforms and ensure compliance with these requirements.

Until September 1, 2025

Responsible persons: Vice-Rector for Scientific, Educational and Methodical Work, Department of the Organization of the Educational Process, Department of Education Quality Assurance, Scientific and Methodical Council, Directors of ERIs

- To organize the training for lecturers in developing content components of disciplines and assessing learning outcomes.

Until June 16, 2025

Responsible persons: Vice-Rector for Scientific, Educational and Methodical Work, Department of the Organization of the Educational Process, Directors of ERIs

8. To update policies and procedures related to the planning and accounting of teaching workloads and the evaluation of teaching staff performance, taking into account the Law of Ukraine On Amendments to Certain Laws of Ukraine Regarding the Support of Scientific Work at Higher Education Institutions; to stipulate norms and volumes of scientific work according to strategic priorities of the University and the development needs of specific scientific areas of Education and Research Institutes.

Until May 31, 2025

Responsible persons: Vice-Rector for Scientific, Educational and Methodical Work, Department of the Organization of the Educational Process, Department of Education Quality Assurance, HR Department, Scientific and Methodical Council, Directors of ERIs

9. To develop suggestions on staffing tables of Departments of Education and Research Institutes, taking into account indicators of professional and scientific achievements, the fulfillment of individual plans of the teaching staff over the past five years, as well as the planned teaching workload of structural units. Staffing tables should include both academic and teaching positions (they can include practitioners engaged in teaching without the obligation to conduct scientific activities). To consider that the teaching staff can deliver up to 30% of classes in the educational program, as well as other types of learning activities.

Until May 31, 2025

Responsible persons: Vice-Rector for Scientific, Educational and Methodical Work, Department of the Organization of the Educational Process, Department of

Education Quality Assurance, HR Department, Directors of Institutes, Heads of Departments

10. To ensure the allocation of workload according to the teaching staff category (academic staff – up to 465 hours per full-time position per academic year (no more than 30% of working time), with the scientific component comprising no less than 465 hours per academic year; teaching staff – up to 928 hours (60% of working time per academic year). To conduct the competitive selection to fill vacant academic positions and introduce amendments to academic staff contracts in accordance with KPIs.

Until June 30, 2025

Responsible persons: Vice-Rector for Scientific, Educational and Methodical Work, Department of the Organization of the Educational Process, Department of Education Quality Assurance, HR Department, Directors of Institutes, Heads of Departments

11. To develop a salary system for the University's academic and teaching staff, taking into account the introduction of teaching positions across various qualification categories.

Until September 1, 2025

Responsible persons: Department of Financial and Economic Support

12. To conduct systematic post-accreditation monitoring of educational programs, in particular through annual self-assessment and internal expertise of compliance with higher education standards.

Always

Responsible persons: Vice-Rector for Scientific, Educational and Methodical Work, Department of the Organization of the Educational Process, Department of Education Quality Assurance, Directors of Institutes, Heads of Departments, guarantors of educational programs

13. To assess the need for classroom facilities and equipment to ensure the full-time educational process in the 2025/26 academic year in all courses and specialties, and submit suggestions to meet this need for consideration by the University Administration.

Until June 30, 2025

Responsible persons: Vice-Rector for Scientific, Educational and Methodical Work, Vice-Rector for Administrative and Economic Work, Department of the Organization of the Educational Process, Directors of Institutes.

3. On the accreditation at the European Business School.

Speaker: R.V. Halenin, Director of the European Business School.

1. To take into account the information provided by R.V. Halenin, the Director of the European Business School, on the accreditation of educational programs.

2. To ensure:

- the development and updating of educational programs according to current challenges, taking into account recommendations and comments of expert groups and sectoral expert councils, the needs and expectations of stakeholders; their review involving external reviewers, representatives of employers, student self-government, as well as the corresponding development and approval of curricula, including English versions.

Until September 1, 2025

Responsible persons: guarantors of educational programs, Heads of Departments

- The review and advancement of syllabi and individual plans of the academic staff, taking into account the development priorities of educational programs and key performance indicators.

Until August 30, 2025

Responsible persons: guarantors of educational programs, Heads of Departments

3. To introduce tools for ensuring the implementation of individual educational trajectories of students:

Until May 31, 2025

Responsible persons: guarantors of educational programs, Heads of Departments

- to launch an informational online platform to support students in developing individual educational trajectories.

Until September 1, 2025

Responsible persons: guarantors of educational programs, Heads of Departments

- To enhance the practical component of education and renew agreements with practical bases and draw up a list of such bases.

Until August 30, 2025

Responsible persons: guarantors of educational programs, Heads of Departments

Chair of the Academic Council

Oleh PADALKA

Academic Secretary

Olha KUZMENKO

