

INTERNATIONAL EUROPEAN UNIVERSITY
DECISION

of the Meeting of the Academic Council
of International European University

dd. May 29, 2025

Meeting Minutes No. 9

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 Rostyslav Valikhnovskyi and Nataliia Davydenko (the Decision is attached).

1.2. Certification files of the applicants 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 June 13, 2025

Responsible person: Academic Secretary

2. *On the competitive selection for vacant positions at the University.*

Speaker: V.P. Maslova, Director of the HR Department.

1. To elect O.O. Vovk to the vacant position of Head of the Department of Fundamental, Medical and Preventive Disciplines of the European Medical School under a fixed-term employment agreement for a period of five years (Meeting Minutes of the Counting Committee No. 3).

2. To elect I.S. Lopatynska to the vacant position of Associate Professor at the Department of Tourism, Social Sciences and Humanities of the European Business School under a fixed-term employment agreement for a period of five years (Meeting Minutes of the Counting Committee No. 4).

3. To elect T.I. Svatenkova to the vacant position of Associate Professor at the Department of Tourism, Social Sciences and Humanities of the European Business School under a fixed-term employment agreement for a period of five years (Meeting Minutes of the Counting Committee No. 5).

3. On the system of key performance indicators at the University and completion of the 2024–2025 academic year.

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

1. To approve the suggested system of IEU key performance indicators (KPIs) as a strategic tool for managing the quality of educational, scientific, international, and organizational activities. To expand the scope of KPI application in internal quality audits, human resources policy, strategic planning, and allocation of additional resources. To recommend that Departments and Institutes use KPI results in their internal motivation and quality management systems.

2. To establish a permanent Working Group on the Coordination of the Implementation and Development of the KPI System with the following key objectives:

- monitoring European and global university key performance indicators and conducting benchmarking analyses with partner higher education institutions (based on Erasmus+ strategic partnership principles);
- internationalization of KPI approaches by analyzing their compliance with the requirements of international education rankings (QS, THE, U-Multirank) annually;
- coordinating the implementation of the KPI system at all levels of University governance;
- providing methodical support and further development of the KPI system in accordance with the IEU strategy, external quality standards, legislative changes, and feedback;
- ensuring the transparent and objective assessment of activities of structural units and personnel using KPIs;
- enhancing the efficiency of management decisions based on analytical KPI data.

3. To ensure the annual monitoring of the relevance of indicators suggested as performance indicators for the academic staff, including their updating, revision, and submission for consideration and approval by the University Academic Council, taking into account new strategic tasks and external requirements, the need to respond to changes in the external and internal educational environment, external quality standards, legislative changes, and feedback.

Annually, until June 1
Working Group on the Coordination of the Implementation and
Development of the KPI System

4. To provide a mechanism for initiating and approving local (specialized) KPIs adapted to specific features of the unit or position, as well as for including variable KPIs initiated by Departments and subject to approval by the Head of the respective unit.

Annually, until June 1

Vice-Rectors, Directors of Education and Research Institutes, Heads of Departments, Heads of structural units

5. To implement the annual summary assessment of KPI results for units to design an internal ranking of academic institutes and departments.

Within a year

Vice-Rectors, Department of Education Quality Assurance, Directors of Education and Research Institutes

6. To digitalize the process of monitoring and assessing the fulfillment of key performance indicators (KPIs) by introducing an electronic personal account for the academic staff with tools for:

- recording KPI fulfillment;
- automatic calculation of the KPI fulfillment level;
- generating analytical reports at Department and Institute levels.

Within a year

Digital Technology Center

7. To involve Software Engineering students in the development and implementation of software and technical tools for representing the University in the web space and managing educational activities, including the development of software for KPI fulfillment monitoring and an information and analytical dashboard with aggregated KPI metrics for the University and its structural units (as group or individual project work under the educational program).

Within a year

Director of the European Business School, Head of the Department of Information Technology, guarantor of the Software Engineering educational program, academic staff of the Department of Information Technology

8. To review KPI fulfillment results annually at Academic Council Meetings and General Work Team Meetings. To integrate KPI fulfillment analysis into annual reports of Vice-Rectors submitted to the Academic Council. To develop individual work plans of the academic staff for the academic year based on established KPIs, and to organize annual meetings of Departments for the academic staff to report on their KPI fulfillment.

Within the stipulated deadlines

*Vice-Rectors, Directors of Education and Research Institutes,
Heads of Departments, academic staff of Departments.*

9. To ensure the integration of KPIs into the University's human resources policy and related policies and procedures to support institutional sustainability and legal reinforcement of the KPI system, including:

- requiring the individual KPI fulfillment level to be included in profiles and certification files of the academic staff when considering incentives, financial rewards, contract signing/renewal, etc.;
- developing and implementing a bonus system based on KPI fulfillment levels.

Until July 1, 2025

Vice-Rectors, Director of the HR Department

10. To enhance awareness and develop competencies among the staff regarding the application of KPIs by conducting relevant training for Heads of Departments, guarantors of educational programs, and analysts of structural units in annual professional development plans; to develop methodical recommendations on the application of the KPI system and the documentation required to confirm KPI fulfillment.

Until September 1, 2025

Vice-Rector for Scientific, Educational and Methodical Work, Scientific and Methodical Council, Education and Research Department of the Organization of the Educational Process, Department of Education Quality Assurance

11. To ensure feedback and staff participation in the functioning of the KPI system by:

- introducing the annual survey for the academic staff and Heads of structural units on the efficiency, usability, and justification of KPIs for the further adjustment of the indicator list;
- organizing internal focus groups and consultations to collect suggestions on KPI improvement from lecturers, students, and stakeholders.

Within a year

Department of Education Quality Assurance

4. *On the organization and conduct of the 2025 admission campaign.*

Speaker: K.M. Puzik, Executive Secretary of the Admissions Committee.

1. To take into account the information provided by the Executive Secretary

of the Admissions Committee.

2. To ensure compliance with the current legislation of Ukraine, regulatory acts of the Ministry of Education and Science of Ukraine, and the 2025 IEU Admission Rules.

3. In order to ensure the high-quality organization of the 2025 admission campaign:

3.1. to conduct an Open Day, including online, to inform potential applicants about the University's 2025 Admission Rules, to hold presentations of Institutes, specialties, and educational programs. Institutes and Departments should prepare online presentations of specialties, stands, and other demonstration materials.

*Responsible persons: Directors of ERIs, Heads of Departments,
Executive Secretary of the Admissions Committee,*

Deadline: until June 20

3.2. to approve the composition of specialized selection committees;

Responsible person: Executive Secretary of the Admissions Committee

3.3. to conduct instructional meetings with Technical Secretaries;

Responsible person: Executive Secretary of the Admissions Committee

3.4. to develop and implement a set of measures aimed at improving the material and technical support of Admissions Committee units and classroom facilities used during the admission campaign. To create comfortable conditions for applicants: accommodation, service culture, etc.;

*Responsible persons: Vice-Rector for Administrative and Economic Work,
Executive Secretary of the Admissions Committee,
Admissions Committee staff*

4. To organize the information support for the admission campaign, in particular:

4.1. to regularly update and keep current the information on the official website of the University. To attract foreigners and citizens of Ukraine, keep working on representing the University on the Internet (Facebook, Twitter, Instagram, Telegram);

*Responsible persons: Executive Secretary of the Admissions Committee,
Digital Technology Center*

4.2. to intensify the ongoing work of Institutes and Departments related to career guidance activities;

Responsible persons: Directors of ERIs, Heads of Departments

4.3. to implement the University's efficient marketing strategy to build its positive image.

5. Other.

5.1. On the approval of curricula and updated versions of existing and new educational programs for the 2025/2026 academic year.

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

1. To approve:

1.1. 2025 educational programs and curricula:

of the first (Bachelor) level in the following specialties:

- C4 Psychology: Psychology;
- D3 Management: Management;
- D5 Marketing: Marketing;
- F2 Software Engineering: Software Engineering;

of the second (Master) level in the following specialties:

- D3 Management: Management and Business Administration;
- D5 Marketing: Marketing and Advertising Business;
- C4 Psychology: Psychology.

1.2. amendments to educational programs and curricula for 2024 students due to the introduction of basic general military training:

- 053 Psychology: Psychology;
- 073 Management: Management;
- 075 Marketing: Marketing;
- 121 Software Engineering: Software Engineering».

2. To publish approved updated and amended educational programs and curricula for 2024 and 2025 students of the first (Bachelor) and second (Master) level on the University website.

Deadline: until June 20, 2025

*Responsible persons: Department of the Organization of the Educational Process (O.P. Semeniuk, Leading Specialist),
Directors of Education and Research Institutes*

5.2 On the Termination of Educational Programs Implementation

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

1. To suspend admissions to the educational programs in the specialties B11 (035) "Philology" and J3 (242) "Tourism and Recreation" starting from the 2025–2026 academic year, for the duration of martial law.

2. To transfer current students to other related educational programs or offer them the option to transfer to other institutions of higher education.

5.3. On the awarding at the University.

Speaker: V.P. Maslova, Director of the HR Department.

1. Having considered submissions by Institutes and structural units regarding the recognition of employees for their hard work, high professional achievements, and significant contribution to the development of education and science, the University Academic Council has decided to award the following employees:

Certificate of Acknowledgement by the University Rector

Oleh VOVK, Director of the European Medical School, MD, Professor;

Vadym VUS, Lecturer at the Department of Human Morphology and Physiology of the European Medical School;

Ihor HBUR, Leading Specialist at the European Medical School;

Larysa SHEVCHUK, Professor at the Department of Information Technology of the European Business School, Doctor of Pedagogy, Professor;

Hanna KONDAUROVA, Associate Professor at the Department of Human Morphology and Physiology of the European Medical School, PhD in Medicine, Associate Professor;

Oksana KALEINIKOVA, Lecturer at the Department of Human Morphology and Physiology of the European Medical School, PhD in Biology.

Appreciation of the Kyiv Regional State Administration

Oleksii KOLESNIK, Head of the Department of Oncology, Oncosurgery, and Radiology of the Educational and Scientific Institute "European Medical School" of the International European University, Doctor of Medical Sciences, Professor;

Anna HILFANOVA, Associate Professor of the Department of Pediatrics, Immunology, Infectious and Rare Diseases of the Educational and Scientific Institute "European Medical School" of the International European University.

Certificate of Acknowledgement by the Kyiv Mayor

Olha KUZMENKO, Executive Secretary of the University, PhD in Economics, Associate Professor;

Tetiana MALIKOVA, Head of the Department of Organizational and Administrative Work;

Rostyslav BONDARIEV, Head of the Department of Surgical Diseases with a Course in Anesthesiology and Intensive Care of the European Medical School, MD, Professor;

Dmytro KONOPOLSKYI, Head of the Primary Specialization Department (Internship) of the Education and Research Institute of Postgraduate Education and Continuous Professional Development.

Certificate of Acknowledgement by the Ministry of Education and Science of Ukraine

Tetiana HOROKHOVSKA, Director of the Education and Research Institute of Postgraduate Education and Continuous Professional Development, PhD in Pedagogy, Associate Professor;

Fedir LAPYI, Associate Professor at the Department of Pediatrics, Immunology, Infectious and Rare Diseases of the European Medical School, PhD in Medicine, Associate Professor;

Olha PANCHENKO, Associate Professor at the Department of Management, Finance and Business Administration of the European Business School, PhD, Associate Professor.

Certificate of Appreciation by the Ministry of Education and Science of Ukraine

Alla NAVOLOKINA

Svitlana DOAN, Vice-Rector for Educational and Scientific Work and Postgraduate Education, MD, Professor;

Anastasiia BONDARENKO, Head of the Department of Pediatrics, Immunology, Infectious and Rare Diseases of the European Medical School, MD, Professor;

Yurii STEPANOVSKYI, Associate Professor at the Department of Pediatrics, Immunology, Infectious and Rare Diseases of the European Medical School, PhD in Medicine, Associate Professor.

Excellence in Education of Ukraine Badge of Honor

Iryna BOIARKO, Vice-Rector for Scientific, Educational and Methodical Work, Doctor of Pedagogy, Professor.

National Academy of Educational Sciences of Ukraine

Iryna BOYARKO, Vice-Rector for Research and Educational-Methodological Work, Doctor of Pedagogical Sciences, Professor.

Oleksandr NESTERENKO, Head of the Department of Information Technologies, Doctor of Technical Sciences, Professor.

2. To petition the Ministry of Education and Science of Ukraine and the Kyiv City State Administration for awarding the above-mentioned employees in accordance with the list.

5.3. On the approval of regulatory documents at the University.

Speaker: O.A. Kuzmenko, Academic Secretary.

To approve:

Regulations on Planning and Recording the Work of the Academic Staff;

The System of Key Performance Indicators of International European University;

Regulations on Internship;

Regulations on Medical Residency;

Regulations on Additional Specialization, Internship, and Thematic Advanced Training.

Chair of the Academic Council

Oleh PADALKA

Academic Secretary

Olha KUZMENKO

