

INTERNATIONAL EUROPEAN UNIVERSITY

REGULATIONS ON THE EXPERT COUNCILS OF EMPLOYERS

Approved by the Academic Council
of the International European University
on "23" July 2020 (Protocol N°7)
Chairman of the Academic Council
of the International European University, 2020
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1. GENERAL PROVISIONS

1.1. The Regulations on the Employers' Expert Councils of the International European University (hereinafter - the Regulations) are developed to define their functions, rights, duties, composition, and the procedure for organizing their work.

1.2. The Employers' Expert Councils of the University (hereinafter - the Council) are advisory bodies of the University, established to ensure the high quality of education provided by the International European University, particularly in terms of professional training of specialists based on the cooperation of graduating departments with employers (external stakeholders).

1.3. The Regulations are developed in accordance with the requirements of the Law of Ukraine "On Education," the Law of Ukraine "On Higher Education," the Resolution of the Cabinet of Ministers of Ukraine dated 30.12.2015 №. 1187 "On Approval of the Licensing Conditions for Educational Activities," the Regulation on Accreditation of Educational Programs, according to which the training of higher education applicants is carried out, approved by Order of the Ministry of Education and Science of Ukraine №. 977 dated 11.07.2019, and other regulatory documents governing the activities of employers' councils in the education system.

1.4. In their activities, the Employers' Expert Councils are guided by the current legislation of Ukraine, these Regulations, and the orders and directives of the University's Rector.

2. PURPOSE AND TASKS OF THE EMPLOYERS' EXPERT COUNCIL

2.1. The purpose of the Employers' Expert Council is to facilitate the development of the Educational and Research University in solving current tasks and preparing highly qualified, competitive graduates.

2.2 The main tasks of the Employers' Expert Council are:

- Enhancing the University's image in the Ukrainian educational services market;
- Promoting the financial stability of the University;
- Forecasting labor market needs for specialists in the relevant specialty (specialization);
- Providing suggestions for improving professional requirements for specialists in the specialty (specialization);
- Assessing the quality of curricula and training programs, participating in the development of the content, informational-methodological, and material-technical support of the elective components of curricula and training programs;
- Joint implementation and resource support of educational programs, production, and pre-graduation internships for students;
- Involving students in the real production and research activities of partner enterprises and organizations of the University;
- Contributing to the development of dual forms of training specialists;
- Developing joint activities;
- Involving employees of institutions, enterprises, and organizations in the educational process (lectures, practical classes, masterclasses, etc.);
- Developing and testing effective mechanisms for the University's interaction with employer enterprises;
- Conducting career guidance work among prospective students;
- Constantly monitoring the quality of specialist training;

- Organizing on-the-job training and internships for academic and scientific staff at employer enterprises.

3. COMPOSITION AND PRINCIPLES OF THE EMPLOYERS' EXPERT COUNCILS

3.1 The Employers' Expert Council is an advisory body formed separately for each specialty or educational program (hereinafter - EP) to improve educational and scientific activities, enhance the quality of the educational process, focus on the current needs of the labor market, and assist in the employment of graduates, improving material and technical support of the educational process, involving students in production practices, financing innovative activities, and effective interaction with institutions, enterprises, and organizations of various forms of ownership in line with the Educational and Research Institute's profile.

3.2. Proposals to the Rector regarding the composition of the Employers' Councils are provided by the directors of the respective institutes and subsequently coordinate its work.

3.3. The permanent members of the Employers' Expert Council include experienced specialists in the relevant fields who are representatives of employers, heads of organizations, institutions, and enterprises of various forms of ownership, deputy heads, industry experts, professional practitioners (hereinafter - experts), representatives of higher education institutions, research institutions, public and professional associations, and government bodies. They must have a written consent (an application addressed to the Rector), indicating their interest in the services of specialists of the relevant profile, prepared by the University. Withdrawal from the Council is carried out based on a written application.

3.4. The number of experts in the Employers' Expert Council must be at least three specialists for each specialty.

3.5. The composition of the Employers' Expert Council is approved by the Rector's order upon the submission of the director of the relevant Educational and Research Institute (hereinafter - Institute) based on expert applications for a term of three years.

3.6. Information about the composition of the Employers' Expert Council should include:

- The name of the organization where the expert works;
- Position;
- Higher education (diploma, qualification, year of graduation);
- Academic degree and title (if any);
- Work experience in the field.

3.7. The Chair, Deputy Chair, and Secretary of the Employers' Expert Council are elected at the first Council meeting. The Chair's responsibilities include:

- Organizing the Council's activities for the current year;
- Convening Council meetings, organizing meeting preparations;
- Presiding over Council meetings and adhering to the rules;
- Signing Council documents;
- Representing the Council at public gatherings in government and public organizations, informing the public about the Council's activities.

The Secretary's responsibilities may be assigned to a representative of the Institute:

- Informing Council members of the location and time of meetings;
- Preparing minutes of Council meetings;
- Preparing necessary materials for meetings, drafts of Council decisions;
- Ensuring the Council's information activities, familiarizing Council members with relevant materials, documents, etc.;
- Tracking the maintenance and storage of Council documentation;
- Performing other duties and powers delegated by the Chair of the Employers' Council.

4. ORGANIZATION OF THE WORK OF THE EMPLOYERS' EXPERT COUNCILS

4.1 The Employers' Expert Council interacts and exchanges information about its activities with departments, the Academic Council of the Institute, EP guarantors, support groups, and working (project) groups developing and supporting educational programs, the Quality Assurance Center, the practice department, and student self-government.

4.2. Participation of employer representatives in the work of the Council is carried out on a voluntary basis.

4.3. The forms of work are determined by the Council when planning the respective event by the Council Chair (meetings, round tables, etc.).

4.4. Organizational and technical support for the Council's work is provided by the Institute of the University.

4.5. Meetings of the Employers' Expert Council are held at least once a year.

4.6. Council meetings are held with the participation of the head of the graduating department, the EP guarantor, and the Institute director, as well as invited persons not among the Council's permanent members. The meeting must have 50% or more of the permanent members present.

4.7. Decisions are made by a majority vote of the permanent Council members through open voting and recorded in minutes.

4.8. The Council's decision is documented in a protocol signed by the Chair and Secretary, and is of an advisory and consultative nature only. The final decision on implementing the Employers' Expert Council's recommendations and proposals regarding the review and improvement of educational processes can be made by the Rector of the University based on the recommendations of the Institute directors.

4.9. The results of the Employers' Expert Council's activities are published on the University's website in the relevant section.

5. FINAL PROVISIONS

5.1. The Regulations are approved by the decision of the University's Academic Council in accordance with legislation and are confirmed by the Rector's order and become effective upon its approval.

5.2. The Regulations are published on the University's website.

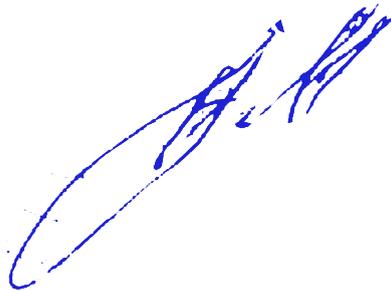
5.3. The original of the Regulations is kept in the general department.

5.4. The Council's activities are conducted transparently, with information provided to all interested parties.

5.5. Proposals for amendments and additions to the approved Regulations may be submitted by representatives of the Employers' Expert Councils. The received proposals are analyzed, structured, and submitted for consideration by the Academic Council of the University.

Following approval by the University's Academic Council, a new edition of the Regulations is confirmed by the Rector's order.

5.6. Upon the entry into force of a new edition of the Regulations on the Employers' Expert Councils, the previous one becomes invalid and is transferred to storage in the general department.

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