

**INTERNATIONAL EUROPEAN UNIVERSITY
RECTORATE**

DECISION OF THE UNIVERSITY ADMINISTRATION
dated August 26, 2024

Chairman: Rector Padalka O.S.

Secretary: Kuzmenko O.A.

Present: members of the administration according to the registration list

Having heard the Rector of the International European University (hereinafter referred to as the University) O.S. Padalka, Acting Director of the Department of Public Relations and Youth Policy K.M. Puzik.

ENDORSED:

I. To take note of the information of the Rector of the University about the preparation of the meeting of the Academic Council.

1.1. To recognize the University as ready to hold a meeting of the Academic Council.

1.2 To send to the members of the Academic Council normative documents that are submitted for consideration for their approval.

Responsible: Scientific Secretary

Deadline: 27.08.2024

1.3 Make proposals on decisions (rulings) of the Academic Council.

Responsible: members of the Academic Council

Deadline: 27.08.2024

1.4 To ensure timely and high-quality implementation of decisions of the Academic Council of the University in structural subdivisions.

Responsible: Vice-Rectors, Directors of ESI

II. Take note of the information of the Acting Director of the Department of Public Relations and Youth Policy Puzik K.M. about the initiation into freshmen and the Day of Knowledge.

2.1. To complete the preparation for the initiation into the first-year students of the University.

Responsible: Directors of ESI, Department of Public Relations and Youth Policy

Deadline: 30.08.2024

2.2. Appoint curators of groups for new students, form groups in messengers to further inform higher education applicants.

Responsible: heads of departments

Deadline: 30.08.2024

2.3 Ensure the presence of scientific and pedagogical staff of the University at the ceremonial events on September 02, 2024.

Responsible: Directors of ESI

2.4 Provide onboarding for new students at the University during the first week of study, which will include familiarity with the University, its resources, staff and other students.

Responsible: Directors of ESI, Heads of Departments, Group Curators, Department of Public Relations and Youth Policy

I reserve control over the implementation of the decision.

Rector



Oleh PADALKA

Secretary of the Rectorate

Olga KUZMENKO