

“I confirm”
Chairman of the Scientific Council of Sumgayit State University
Rector
_____prof. Rufat Azizov

Decisions of the meeting of the Scientific Council of Sumgayit State University dated 27.12.2023 (pr.№03)

Participated: 44 members out of 49 members of the Scientific Council

Issue I: Discussion and approval of the Action Plan prepared based on the recommendations specified in the final report of the Accreditation Commission (Advisor to the Rector, Assoc. Prof. K.A. Abasli)

1.1. The information of the Adviser to the rector, Assoc. Prof. K.A. Abasli on the discussion and approval of the Action Plan prepared based on the recommendations specified in the final report of the Accreditation Commission shall be taken into account.

1.2. The Action Plan shall be approved and the Adviser to the Rector, Assoc. Prof. K.A. Abasli shall be instructed to ensure its submission to all structural units.

1.3. In accordance with the implementation periods specified in the Action Plan, the deans of faculties, heads of departments and other structural heads shall be instructed to fulfill all the envisaged issues in a timely manner.

Issue II: On the status of preparation for the examination session of the fall semester of the 2023/2024 academic year (Professor for Science and Innovations, Assoc. Prof. E.T. Abdullayev)

2.1. The information of the Vice-Rector for Science and Innovations, Assoc. Prof. E.T. Abdullayev on the status of preparation for the examination session of the fall semester of the 2023/2024 academic year shall be taken into account.

2.2. The Chairman of the Examination Headquarters, Assoc. Prof. E.T. Abdullayev (Professor for Science and Innovations) shall be instructed to promptly and promptly investigate students' complaints, opinions and suggestions and take appropriate measures.

2.3. During the examination session, the Chairman of the Commission, Assoc. Prof. K.A. Abasli (Advisor to the Rector), shall be tasked with an objective, accurate and operational investigation of the dissatisfaction of the applicants who disagree with the examination grade in the university Appeals Commission with the participation of the subject teacher and the head of the department.

2.4. Control over the implementation of the tasks and recommendations arising from the order of the Ministry of Science and Education of the Republic of Azerbaijan on the organization and holding of the examination session of the autumn semester of the 2022-2023 academic year in higher education institutions. assoc. prof. T.H. Talibov should be assigned with the organization and holding of the examination session of the autumn semester of the 2022-2023 academic year.

III Issue: Final report on the events held at SSU in connection with the declaration of 2023 as the “Year of Heydar Aliyev” (Assoc. Prof. E. Khalilov, Vice-Rector for Social Affairs and Public Relations)

3.1. The information of the vice-rector for Social affairs and public relations, assoc. prof. E. Khalilov, on the final report on the events held at SSU in connection with the declaration of 2023 as the “Year of Heydar Aliyev”, should be taken into account.

3.2. It should be noted that all the events planned at SSU in connection with the declaration of 2023 as the “Year of Heydar Aliyev” were held at a high level and were covered on the official website of SSU and social networks.

IV Issue: On increasing the salaries of the teaching staff of Sumgayit State University (Vice-Rector for Economic Affairs, Doctor of Technical Sciences, N. Hajiyev)

4.1. The information of the Vice-Rector for Economic affairs, Doctor of Technical Sciences, N. Hajiyev, on increasing the salaries of the teaching staff of Sumgayit State University should be taken into account and it should be considered appropriate to partially increase the salaries of the teaching staff.

4.2. The salaries of professors and teaching staff for the relevant positions from 01.01.2024 should be approved as follows:

1	Professor	1750
2	Professor (without diploma)	1500
3	Docent	1450
4	Docent (without a certificate)	1150
5	Senior lecturer (candidate of sciences or PhD)	1100
6	Senior lecturer	1000
7	Lecturer / assistant (candidate of sciences or PhD)	1000
8	Lecturer / assistant	860

Issue V: On the Strategic Development Plan (2024-2028) of SSU and the Annual Action Plan for 2024 (Advisor to the Rector, Assoc. Prof. K.A. Abasli)

5.1. To take into account the information of the Rector's Advisor, Assoc. Prof. K.A. Abasli, on the Strategic Development Plan (2024-2028) of SSU.

5.2. To approve the Strategic Development Plan (2024-2028) of SSU and the Annual Action Plan for 2024.

5.3. To approve the Annual Action Plan for 2024 regarding the measures envisaged in the Strategic Development Plan for 2024-2028 of SSU.

Issue VI: Miscellaneous

6.1. Approval of the new version of the Charter and staffing table of the Career and Alumni affairs Center of SSU

6.1.1. The Statue of the Career and Alumni affairs Center of SSU and the following staff units should be approved:

Director of the Center - 1 staff

Senior Specialist - 1 staff

Specialist - 2 staff

Methodist - 1 staff

Operator - 1 staff

6.2. On the merger of the Strategic Development Center and the Quality Assurance Department in Education

6.2.1. In order to increase the efficiency, systematization and efficiency of the work carried out in the direction of quality assurance in education and the strategic development of SSU, the Strategic Development Center of SSU and the Quality Assurance Department in Education shall be merged, and a new Quality Assurance and Strategy Department should be established.

6.2.2 The rector's advisor, assoc. prof. K.A. Abasli, shall be instructed to ensure the preparation of the Charter of the Quality Assurance and Strategy Department within 1 month.

6.3. On the organization of a preparatory course for foreign citizens and approval of the Working Curriculum for the preparatory course

6.3.1. To organize a preparatory course for foreign citizens and to approve the Working Curriculum for the preparatory course.

6.4. Approval of the topic of the dissertation work and scientific advisor of Assoc. Prof. S.K. Orujov, who was admitted to the doctoral program under the Doctor of Sciences program, and of the scientific advisor.

6.4.1. The topic of the doctoral dissertation work of assoc. prof. S.K. Orujov, who was admitted to the doctoral program under the doctor of sciences program, "Thermodynamic properties of high-mineralized strata waters in different state parameters" and the scientific advisor of the head of the department of Applied Mechanics of the Azerbaijan State Maritime Academy, prof. V.H. Hasanov, should be approved.

6.5. On the abolition of the commission on the internal quality assurance system.

6.5.1. The commission on the internal quality assurance system of SSU, approved by the order of SSU No. R-06/1 dated 18.01.2023, should be abolished.

6.6. On granting the right to publish (stamp) teaching aids

6.6.1. Permission to publish the teaching and teaching-methodical aids named below should be granted.

6.6.1. To allow the publication of the educational and teaching-methodical materials named below.

1. Huseynov Agil Hamid oglu, Safarova Tarana Agha gizi, Amiraslanov Bahruz Gurban oglu. Application of information technologies in chemistry. Textbook. Sumgayit: Editorial and publishing department of SSU, 2023, 172 p. (050508 for bachelor's degree in Chemistry)

Based on: Minutes of the meeting of the Technical Sciences Section of the Editorial and Publishing Council of SSU dated November 27, 2023 No. 32

2. Mammadov Jeyhun Hasan oglu. Psychoanalysis. Textbook. Sumgayit: Editorial and publishing department of SSU, 2023, 326 p. (050118 For bachelor's degree in social psychological service in education)

Based on: Minutes of the meeting of the editorial board of the SSU on Pedagogical and Psychological Sciences dated December 05, 2023, No. 21

3. Aghayev Tahir Dovlet oglu. Climatology. Textbook. Sumgayit: Editorial and Publishing Department of SDU, 2023, 430 p. (050117 For bachelor's degree in history and geography teaching)

Based on: Minutes of the meeting of the editorial board of the SSU on Biology, Geography and Agrarian Sciences dated December 25, 2023, No. 19

4. Mirzayeva Sever Servat gizi. Psychology of Defective Children. Subject program. Sumgayit: Editorial and Publishing Department of SSU, 2023, 13 p. (050211 For bachelor's degree in Psychology)

Reference: Excerpt from the minutes of the meeting No. 02 of the SSU Teaching Methodological Council dated October 27, 2023

5. Aliyeva Gulnar Rahim gizi. Ecological genetics. Subject program. Sumgayit: Department of Editorial and Publishing Affairs of SSU, 2023, 9 p. (060505 For master's degree in Biology, Genetics specialization)

Reference: Excerpt from the minutes of the meeting No. 02 of the SSU Teaching Methodological Council dated October 27, 2023

6. Mugamat Khayala Mugamat gizi, Musayeva Ilaha Ilham gizi. Comparative grammar. Subject program. Sumgayit: Department of Editorial and Publishing Affairs of SSU, 2023, 12 p. (050101 For bachelor's degree in teaching Azerbaijani language and literature)

Reference: Excerpt from the minutes of the meeting No. 02 of the Teaching Methodological Council of SSU dated October 27, 2023

7. Mirzayeva Sever Servat gizi. Issues of studying the mental development of children. Subject program. Sumgayit: Editorial and Publishing Department of SSU, 2023, 13 p. (060209 For master's degree in Psychology)

Reference: Excerpt from the minutes of the meeting No. 02 of the Teaching Methodological Council of SSU dated October 27, 2023

8. Mugamat Khayala Mugamat gizi, Musayeva Ilaha Ilham gizi. Comparative grammar of Turkic languages. Subject program. Sumgayit: Editorial and Publishing Department of SSU, 2023, 13 p. (For bachelor's preparation in the specialty of Philology 050205)

Reference: Excerpt from the minutes of the meeting No. 02 of the Teaching Methodological Council of SSU dated October 27, 2023

9. Eminli Boyukkhanim Ibrahim gizi, Mugamat Khayala Mugamat gizi. Modern Azerbaijani language. Subject program. Sumgayit: Department of Editorial and Publishing Works of SSU, 2023, 15 p. (For bachelor's preparation in the specialty of Foreign Language Teaching (English) 050121)

Reference: Excerpt from the minutes of the meeting No. 03 of the Teaching Methodological Council of SSU dated November 28, 2023

10. Imamaliyeva Gunay Sardar gizi. History of Modern Azerbaijani Linguistics. Subject program. Sumgayit: Department of Editorial and Publishing Works of SSU, 2023, 12 p. (050201 Philology specialty, for master's degree preparation in Azerbaijani language specialization)

Based on: Excerpt from the minutes of the meeting No. 03 of the SSU Teaching Methodological Council dated November 28, 2023

11. Eminli Boyukkhanim Ibrahim gizi, Aliyeva Leyla Allahgulu gizi. Azerbaijani language. Subject program. Sumgayit: Department of Editorial and Publishing Works of SSU, 2023, 17 p. (For the preparatory course of foreign students)

Based on: Excerpt from the minutes of the meeting No. 02 of the SSU Teaching Methodological Council dated October 27, 2023

12. Huseynov Agil Hamid oglu, Safarova Tarana Agha gizi, Amiraslanov Bahruz Gurban oglu. Application of information technologies in chemistry. Subject program. Sumgayit: Department of Editorial and Publishing Works of SSU, 2023, 8 p. (050508 For bachelor's degree in Chemistry)

Based on: Excerpt from the minutes of the meeting No. 03 of the SSU Teaching Methodological Council dated November 28, 2023

13. Abdullayeva Zoya Hamlet gizi. Interactive training in geography lessons. Subject program. Sumgayit: Editorial and Publishing Department of SSU, 2023, 13 p. (060112 For master's degree in Geography teaching specialty, Geography teaching methodology and methodology specialization)

Based on: Excerpt from the minutes of the meeting No. 02 of the SSU Teaching Methodological Council dated October 27, 2023

14. Gurbanov Mehdi Mahammad oglu, Huseynova Kamala Musallim gizi. Methods of synthesis of crystals and single crystal growth. Subject program. Sumgayit: Department of Editorial and Publishing Works of SSU, 2023, 11 p. (For master's degree preparation in Physics specialty, Thermal physics and molecular physics specialization 060503)

Based on: Excerpt from the minutes of the meeting No. 03 of the SSU Teaching Methodological Council dated November 28, 2023

6.7. Elections and granting of scientific titles

6.7.1. On the election of N.R.Namazov to the position of professor at the department of Biology and its teaching methods

1. Doctor of bio.scien.N.R.Namazov to be considered elected to the position of professor at the department of Biology and its Teaching Methods.

6.7.2. On the submission of a petition to the HAC on granting the scientific title of associate professor to Sh.M. Jafarova, associate professor of the department of Information Technologies and Programming, for her scientific and pedagogical activities

1. To allow the submission of a petition to HAC on granting the scientific title of associate professor to Shalala Mehdi gizi Jafarova, assoc. prof. of the department of Information technologies and programming, for her scientific and pedagogical activities in the specialty "3338.01 - Systematic analysis, management and information processing" of the Technics Science field.

Scientific secretary: prof. M.M. Samedov