

“I confirm”
Chairman of the Scientific Council of Sumgayit State University
Rector
_____Assoc. R.E.Azizov

Decisions of the meeting of the Academic Council of Sumgayit State University dated February 14, 2024 (pr.№5)

Participated: 46 members out of 49 members of the Academic Council

Issue I: Results of the examination session of the autumn semester of the 2023/2024 academic year and upcoming tasks

- a) At the bachelor's and master's levels (Professor for Science and Innovations Assoc. Prof. E.T.Abdullayev)
- b) Statistics of students who appealed during the examination session and the results of the appeal (Advisor to the rector assoc. prof. K.A.Abasly)
- c) On some shortcomings identified during the examination session (Professor for Social Issues and public relations assoc. prof. E.Khalilov)
- d) On the Sumgayit State Technical College under SSU (Director of SSTC Assoc. Prof. M. Pirguliyeva)

1.1. The results of the examination session of the fall semester of the 2023/2024 academic year and the upcoming tasks of assoc. prof. E.T. Abdullayev, vice-rector for Science and Innovations at the bachelor's and master's levels, the statistics of students who appealed during the examination session and the results of the appeal, as well as the information provided by assoc. prof. K.A. Abasli, advisor to the rector, regarding shortcomings identified during the examination session, and Assoc. Prof. E. Khalilov, Vice-Rector for Social Affairs and public relations, and assoc. prof. M. Pirguliyeva, director of the Sumgayit State Technical College (SSTC) under SSU, should be taken into account..

1.2. It should be noted that the regular monitoring of exams by representatives of the university administration during the examination session ensured that the examination session was held at a high level.

1.3. In order for students to achieve higher academic performance in exams, faculty deans, heads of department and subject teachers should be instructed to ensure their serious preparation from the beginning of the semester (Permanent).

1.4. The activities of the Examination Headquarters and the Appeal Commission during the examination session at the bachelor's and master's levels should be positively evaluated.

1.5. Severe reprimands should be issued to associate professors of the department of Pedagogy and psychology S.S. Mirzayeva, S.A. Karimova, assistant professor L.M. Aliyeva and 0.5 st. associate professor Y.B. Askerova for their shortcomings during the examination session; reprimands should be issued to associate professor of the department of Pedagogy and psychology K.B. Salamova, head of the Heydar Aliyev Center T.F. Namazova, associate professor of the department of Mathematical Analysis and Theory of Functions I.S. Safarli.

1.6. The function of the appeal commission, the purpose of appealing and other issues should be assigned to the faculty deans (during the examination session).

1.7. Considering that there are certain inconsistencies in the assessment, the faculty deans and department heads should be assigned to organize appropriate trainings to improve the assessment skills of some teachers (May 2024).

1.8. Starting from the spring semester of the 2023/2024 academic year, the assessment of class attendance and independent work should be applied at a rate of 10 points each.

1.9. Starting from the spring semester of the current academic year, double classes should be held consecutively for 80 minutes, with a 10-minute break between classes. The first shift should include the 1st, 2nd, and 3rd classes, while the second shift should include the 4th, 5th, and 6th classes.

Issue II: On the implementation of structural changes in the faculties of SSU (Professor N.H. Talibov, Vice-Rector for Organization of Education and Training Technologies)

2.1. The information of the Vice-Rector for Organization of Education and Training Technologies, Associate Professor N.H. Talibov, on the implementation of structural changes in the faculties of SSU should be taken into account.

2.2. The name of the Faculty of Chemistry and Biology should be changed to the Faculty of Natural Sciences.

2.2.1. The relevant specialties of the Faculty should be transferred to the Faculty of Engineering.

a) At the bachelor's level:

050618- Chemical Engineering;

050631- Petroleum and Gas Engineering;

050606- Ecological Engineering;

050504- Ecology

b) At the master's level:

060641- Chemical Engineering- Chemistry and Technology of Basic Organic Synthesis;

060641- Chemical Engineering – Chemical Technology of Polymers;

060649- Ecological Engineering – Environmental Protection and Efficient Use of Natural Resources

2.3. The Faculty of Physics and Electrical Power Engineering shall be abolished.

2.3.1. The relevant specialties of the Faculty shall be transferred to the Faculties of Engineering and Natural Sciences.

a) At the Bachelor's level:

050505- Physics;

050105- Physics Teaching;

b) At the Master's level:

060503- Physics – Physics of Semiconductors;

060503- Physics – Thermal Physics and Molecular Physics;

060503- Physics – Semiconductor Devices and Microelectronics;

060503- Physics – Atomic and Molecular Physics;

060104- Physics teaching- Physics teaching methodology and methodology

Specializations and specializations should be given to the Faculty of Natural Sciences.

c) At the bachelor's level:

050607- Electrical and electronics engineering (Electrical engineering)

050608- Power engineering (Electrical power engineering)

d) At the master's level:

060608- Electrical power engineering – Electrical supply (by areas)

060608- Electrical power engineering – Electrical power engineering

060608- Electrical power engineering – Electrical networks and systems

060626- Electrical engineering – Automation and electrical integration of industrial facilities and technological complexes

060626 - Electrical engineering – High voltage technology and physics

060626 - Electrical engineering – Optimization and modeling of electrical supply

Specializations and specializations should be given to the Faculty of Engineering.

2.4. In order to include the relevant departments of the faculties of Natural Sciences and Engineering, as well as the abolished Faculty of Physics and Electrical Power Engineering,

into the structural composition of the relevant faculty, a commission with the following composition shall be established:

Assoc. Prof. Natig Talibov – Vice-Rector for Organization of Education and Training Technologies

Assoc. Prof. Elshad Abdullayev – Vice-Rector for Science and Innovations

Assoc. Prof. Ulduz Aghayev – Dean of the Faculty of Engineering

Assoc. Prof. Tamella Ahmadova – Dean of the Faculty of Physics and Electrical Power Engineering

Assoc. Prof. Rashad Salimov – Dean of the Faculty of Chemistry and Biology

Assoc. Prof. Amina Hasanova – Chief Lawyer

2.5. The commission shall ensure the implementation of changes in the structure of the departments within 1 month.

Issue III: Miscellaneous issues

3.1. Approval of the new version of the Statue of the Language and Translation Center of SSU

3.1.1. The Statue of the Language and Translation Center of SSU shall be approved in a new version.

3.2. On approval of the “Internationalization Policy Document” of SDU

3.2.1. The Internationalization Policy Document of SSU shall be approved.

3.3. On the temporary employment of specialists for courses organized at the Language and Translation Center of SDU for the purpose of obtaining the IELTS level of students in English

3.3.1. 5 specialists shall be employed on a fixed-term (1 year) contract in connection with the creation of the system and content of preparatory courses for the IELTS (International English Language Testing System) exams at the Language and Translation Center of SSU, as well as the organization of courses in a pilot form.

3.3.2. The hired specialists shall make serious efforts to help SSU students learn English in depth and succeed in the International English Language Testing System exams.

3.3.3. The Director of the Center, Jala Mammadova, shall be tasked with ensuring that the employees of the Language and Translation Center gather experience to prepare students for the International English Language Testing System (IELTS) exams.

3.4. On approval of the “Concept of the Career and Alumni affairs Center”.

3.4.1. The Concept of the Career and Alumni affairs Center shall be approved.

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- 3.4. On approval of the "Concept of the Career and Alumni affairs Center".
- 3.4.1. The Concept of the Career and Alumni affairs Center shall be approved.
- 3.5. On the Mechanism for Monitoring and Evaluation of the Strategic Development Plan, Annual Action Plan and the Activities of the Governing Bodies of SSU (Head of the Quality Assurance and Strategy Department Gulnar Jafarova)
- 3.5.1. To approve the Mechanism for Monitoring and Evaluation of the Strategic Development Plan, Annual Action Plan and the Activities of the Governing Bodies of SSU.
- 3.6. On the Regulations of the Quality Assurance and Strategy Department (Head of the Quality Assurance and Strategy Department Gulnar Jafarova)
- 3.6.1. To approve the Regulations of the Quality Assurance and Strategy Department.
- 3.7. Approval of the new edition of the dissertation topic of F.Kh. Yusifli, a doctoral candidate of the Department of Petrochemistry and Chemical Engineering.
- 3.7.1. The dissertation of Farida Khaleddin Yusifli, a doctoral candidate of the Department of Petroleum Chemistry and Chemical Engineering, should be approved as "Synthesis, polymerization and co-polymerization of 2-alkyl and cycloalkyl substituted -4-methylene-1,3-dioxolanes" with the retention of the scientific supervisor, prof. G.A. Ramazanov, with a partial change in the topic.
- 3.8. On payment of tuition fees for N.G. Agayev, a student of the faculty of Physics and Electrical Power Engineering
- 3.8.1. To allow the payment of tuition fees for N.G. Agayev, a student of the faculty of Physics and Electrical Power Engineering, for the 2022/2023 academic year at the expense of the internal resources of SSU.
- 3.9. On granting the right to publish (print) teaching materials
- 3.9.1. To allow the publication of the teaching and teaching-methodical materials named below.
1. Aghayev Akbar Ali oglu, Muradov Mahal Mayil oglu, Nazarova Mushkunaz Kichmirza gizi, Aliyeva Naila Abdulla gizi. Bachelor's thesis in the specialty of chemical engineering. Methodological manual. Sumgayit: Department of editorial and publishing works of SSU, 2024, 44 p. (050618 for the preparation of a bachelor's degree in the specialty of chemical engineering)
Based on: Minutes of the meeting of the Department of Chemical Sciences of the Editorial Publishing Council of SSU dated January 22, 2024 No. 21
2. Isgandarova Nigar Velish gizi. History of the English Language. Textbook. Sumgayit: Editorial and Publishing Department of SSU, 2024, 193 p. (For bachelor's preparation in the specialty of 050121 Foreign Language Teaching (English))
Based on: Minutes of the meeting of the Editorial Publishing Council of SSU on Philological Sciences dated February 08, 2024 No. 22
3. Hajiyev Osman Yusif oglu. Philosophy. Textbook. Sumgayit: Editorial and Publishing Department of SSU, 2024, 280 p. (For bachelor's preparation in the specialty of 050213 Sociology)–
Based on: Minutes of the meeting of the Editorial Publishing Council of SSU on History, Anthropology and Political Sciences dated February 08, 2024 No. 13
4. Behbudova Esmira Shafa gizi. Lexicology of a Foreign Language (English). Textbook. Sumgayit: Editorial and Publishing Department of SSU, 2024, 162 p. (For bachelor's training in the specialty of 050121 Foreign language teaching (English))
Based on: Minutes of the meeting of the Philological Sciences Department of the Editorial Publishing Council of SSU dated February 13, 2024 No. 23
5. Adigozalova Shalala Ali gizi. School and pedagogical thought in the East. Subject program. Sumgayit: Editorial and Publishing Department of SSU, 2024, 17 p. (For master's training in the specialty of 060119 Pedagogy, Pedagogical Theory and History)

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

6. Aliyeva Konul Hamid gizi, Hatamova Röya Fikret gizi. Fundamentals of the general education curriculum. Subject program. Sumgayit: Editorial and Publishing Department of SSU, 2024, 13 p. (For bachelor's training in the specialties of 050114 Mathematics Teacher, Mathematics and Informatics Teacher)

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

7. Panahaliyeva Malahat Omar gizi. Marketing Management. Subject program. Sumgayit: Editorial and Publishing Department of SSU, 2024, 17 p. (For master's training in the specialty of 060408 Marketing, Marketing (by areas))

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

8. Rustamova Gulbas Rasul gizi. Internet Marketing. Subject program. Sumgayit: Editorial and Publishing Department of SSU, 2024, 12 p. (For master's training in the specialty 060408 Marketing, Marketing (by areas))

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

9. Rustamova Gulbas Rasul gizi. Tourism marketing. Subject program. Sumgayit: Editorial and Publishing Department of SSU, 2024, 13 p. (For master's training in the specialty 060408 Marketing, Marketing (by areas))

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

10. Aliyeva Shafa Tiflis oglu. International tourism. Subject program. Sumgayit: Department of Editorial and Publishing Affairs of SSU, 2024, 13 pp. (For bachelor's degree in Marketing 050407)

Scientific secretary:

prof. M.M.Səmədov

3.4. On approval of the composition of the Public Control Council.

3.4.1. The composition of the Public Control Council shall be approved as follows:

1. Vusal Mammadov - AzTv
2. Shamistan Fikratli - Report.az DTV
3. Orkhan Bayramov - Chairman of the Healthy Mind Youth Organization
4. Anar Gasimli - Head of the Sumgayit Regional Lawyer's Bureau
5. Sevinj Gasimova - Director of the Sumgayit Representative Office of the Youth Development and Career Center
6. Nizami Aliyev - Hero of the Patriotic War
7. Nizami Rasulov - Head of the Khazar TV Absheron-Khizi Bureau