

**PLAN**  
of the Committee for Quality Assurance of the Department of "GRMPI"  
for the 2024-2025 academic year

Activities	Deadlines	Responsible executor
1. Department readiness for the new academic year. Availability of educational and methodological complexes of disciplines (UMKD), modules, syllabuses, work programs	August 2024г	Department teaching staff
2. Approval of the plan of educational and methodological work of the department	August 2024	Пак Д.Ю., Мухажанова Ж.Т.
3. Approval of the work plan of the educational and methodological seminar	August 2024	Пак Д.Ю., Мухажанова Ж.Т.
4. Approval of calendar plans for disciplines and the schedule of master classes and open classes	August 2024, September 2024, February 2025	Пак Д.Ю., Мухажанова Ж.Т. Department teaching staff
5. On the implementation of the calendar plan for the release of EUI	October 2024	Пак Д.Ю., Мухажанова Ж.Т.
6. Monitoring the implementation of the Thematic Plan of the publication, on the implementation of the multilingualism program	november 2024	Пак Д.Ю., Мухажанова Ж.Т.
7. Review of winter session exam tickets	november 2024	Department teaching staff
Preparation of the Thematic Plan for the Publication of Educational and Methodological Literature for 2025	January 2025	Пак Д.Ю. Department teaching staff
9. Conducting educational and methodological seminars of the department	During Year	Пак Д.Ю. Мухажанова Ж.Т.
10. Establishing communication with the library in terms of educational and methodological support for the department's specialties	December 2024 февраль 2025	Department teaching staff
11. Analysis of the quality of open classes and master classes held in the fall semester	December 2024	Пак Д.Ю., Мухажанова Ж.Т.
12. Monitoring the implementation of the Thematic Plan of the publication, including methodological guidelines for laboratory and practical classes in the disciplines of the bachelor's, master's and doctoral degrees, approval by the MEP	november 2024  March 2025	Department teaching staff
13. Methodological support for conducting professional internships, including pre-graduation internships	April 2025	Пак Д.Ю., Мухажанова Ж.Т.
14. Analysis of the quality of open classes and master classes held in the spring semester	May 2025	Пак Д.Ю., Мухажанова Ж.Т.
15. Review of examination tickets for the summer session	May 2025	Department teaching staff
16. Updating the curricula for bachelor's, master's and doctoral degrees	May 2025	Department teaching staff

17. Results of the implementation of the Thematic Plan of the publication	June 2025	Пак Д.Ю.
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