

**The Quality Assurance Committee of FLD work plan
 for the 2024-2025 academic year**

№	Issues	Month	Realizer
1	2	3	4
1 meeting			
	1.The tasks of the Quality Assurance Committee of the FLD work plan for the 2024-2025 academic year. Approval of the Quality Assurance Committee stuff. 2. Organization of the first-year students interview to form groups according to the levels of study.	August 2024	Yarema T.V. Quality Assurance Committee Members
2 meeting			
	1.. Readiness of the department for the new academic year: 1.1 Providing the Educational and Methodological Complex for the disciplines of the department of 1st-year students: loading the 1.2 Development and approval of the calendar plans of the disciplines of the department for the 1st semester of 2023-2024 academic year. 2.Analysis of the 1st year students testing to form groups by levels of study. 3. Extra Issues	September 2024	Bogdanova A.A. Yarema T.V. Arabaji K.D
3 meeting			
	1.Providing the disciplines of the department (FL,FL (prof),DL) by the educational and methodological material. 2. Development the midterm control 1,2 requirements for the disciplines of the department. 3. The thematic plan implementation analysis for the release of Educational and Methodological Literature in 2024. 4. The MOOC courses quality development. 5.Extra Issues	October 2024	Yarema T.V Magauina G. M. Tokumbaeva A. A. Yarema T.V Yerzhumanova A. B
4 meeting			
	1. Test results analysis on level training according to the international standard CEFR, taking into account the criterion assessment of knowledge. 2. The first midterm control results and the system of assessment quality of students' knowledge in the FL. 3. Analysis of examination materials preparation quality for the winter session in the disciplines of the department. 4. About the quality of teaching the discipline "FL (professional)" in the magistracy. 5.Extra Issues	November 2024	Arabaji K.D Arabaji K.D . Yarema T.V Magauina G. M
5 meeting			

<p>1. The second midterm control results and the system of students' knowledge assessment quality analysis.</p> <p>2. The quality of open classes and master classes analysis.held in the autumn semester of the 2023-2024 academic year.</p> <p>3. 1. The scientific and methodological seminar work analysis on the introduction of creative technologies in teaching and learning</p> <p>4.Extra Issues</p>	December 2024	Arabaji K.D Beishanova S.A Yerzhumanova A. B.
6 meeting		
<p>1. The winter examination session results analysis and development the measures for academic achievements quality improvement.</p> <p>2. The organization of the educational process for Distance Learning Teaching for the spring semester.</p> <p>3. The teachers' classes mutual visits analysis.</p> <p>4. The students' education «Scientific and Technical Translation" additional educational program quality.</p> <p>5.Extra Issues</p>	January 2025	Yarema T.V Tokumbaeva A. A Svich N. A. Prozovskaya E.A.
7 meeting		
<p>1. Development the midterm control 1,2 requirements for the disciplines of the department.</p> <p>2. About the organization of non-formal foreign language education courses.</p> <p>3.Extra Issues</p>	February 2025	Yarema T.V Quality Assurance Committee Members Pitirimova T.V
8 meeting		
<p>1.The first midterm control results and the system of assessment quality of students' knowledge in the FL.</p> <p>2.. Analysis of examination materials preparation</p> <p>3.Extra Issues</p>	March 2025	Yarema T.V Arabaji K.D
9 meeting		
<p>1.The implementation of the EML and MOOC plan analysis.</p> <p>2.The quality of open classes and master classes analysis.held in the spring semester of the 2024-2025 academic year.</p> <p>3.The use of AI elements in the educational process.</p> <p>4. Extra Issues</p>	April 2025	Yarema T.V Beishanova S.A. Yarema T.V
10 meeting		
<p>1.The second midterm controls results and the system of students' knowledge assessment quality analysis.</p> <p>2. Test results analysis on level training according to the international standard CEFR, taking into account the criterion assessment of knowledge.</p> <p>3.The spring examination session results analysis and development the measures for academic achievements quality improvement.</p> <p>4.Extra Issues</p>	May 2025	Arabaji K.D .
11 meeting		

<ol style="list-style-type: none"> 1. The scientific and methodological seminar work analysis on the introduction of creative technologies in teaching and learning. 2. The quality assurance committee work results in the 2024-2025 academic year, problems, prospects. 3. The Quality Assurance Committee main activities and tasks for the 2025-2026 academic year. 4. Extra Issues 	<p>June 2025</p>	<p>Yerzhumanova A. B. . Yarema T.V Quality Assurance Committee Members</p>
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Chairman of the Quality Assurance Committee
of the Foreign Languages Department
senior teacher

Yarema T.V