

Statute of the Scientific Council of Azerbaijan State Pedagogical University

1. Regulations on the Academic Council of Azerbaijan State Pedagogical University (hereinafter ASPU) was prepared in accordance with the decree of the President of the Republic of Azerbaijan No. 349 dated June 13, 2000 "On the improvement of the education system in the Republic of Azerbaijan", decree No. 191 of the Cabinet of Ministers of the Republic of Azerbaijan dated December 4, 2001 on "Regulations on State Higher Educational Institutions Operating on the Basis of Self-Government" and the decision approved by Order No. 792 of the Minister of Education of the Republic of Azerbaijan dated November 10, 1997 on "Regulations on the Academic Council of a Higher Educational Institution". It defines the main principles of the organization and activity of ASPU Academic Council
2. The collegial governing body of the ASPU is the Academic Council, and the general management of the ASPU is carried out by this Council. The Rector of ASPU heads the Academic Council.
3. The term of office of the Academic Council is 3 years. Early re-calling of the Academic Council may be carried out at the request of at least 2/3 of its members.
4. The procedure for election to the Academic Council, its rights and responsibilities are determined in accordance with the "Regulations on the Academic Council of a higher educational institution", approved by order of the Minister of Education of the Republic of Azerbaijan No. 792 dated November 10, 1997:
 - 4.1. The Academic Council includes the rector (chairman) of the ASPU, vice-rector for academic affairs (deputy chairman), other vice-rectors, academic secretary, deans, heads of branches and other structural divisions of university operating as part of the ASPU, chairmen of the teachers' and student' unions, chairmen committees of the student youth organization, student scientific society, educational and methodological council.

Other members of the Academic Council can make up 3-10% of the total number of faculty and researchers of the ASPU.

This number is determined by the rector depending on the number of teaching staff and researchers. Up to 10% of the Academic Council may be appointed by the rector of the ASPU.
 4. 2. Candidates for the Academic Council are elected by secret ballot at the general meeting of professors, teachers and researchers of each faculty, branch or relevant structural unit. The meeting is considered eligible if it is attended by 2/3 of the total number of faculty and research workers of the faculty or the relevant structural unit. The elected members of the Academic

Council are persons who have collected more than 50% of the votes for the places allocated to the faculty. If an employee leaves the council, a representative of that faculty (department) may fill the vacancy by holding an early election.

5. The ASPU Academic Council:

Adopts the ASPU Charter,

Issues and implements requests for amendments and additions to the Charter, as well as to the Statutory Fund;

Approves the ASPU Development Program,

Resolves the most important issues of ASPU development, various areas of educational and scientific activities, international relations;

Determines and approves the powers of the rector of the ASPU, resolves the issue of granting additional powers to the rector, if necessary;

Approves the internal regulations of the ASPU team (students, teachers, staff, doctoral students and trainees);

approves regulations, instructions and other normative documents;

determines the structure of ASPU, makes changes and additions to it;

determines the admission plan for students at ASPU;

Annually determines the budget of ASPU, hears a report on the financial activities of the university, approves uniform rules for holding competitions, contracts and contracts for filling positions in departments (SRI, branches, departments, colleges, schools, etc.);

Considers personnel issues, conducts a competition of applicants for the positions of professor and senior researcher on the proposal of the academic councils of the ASPU structural divisions (faculty, SRI, branch, etc.), considers issues of their early release from work positions.

Selects heads of departments, faculties and university laboratories;

Annually listens to the report of the rector on the activities of ASPU;

Considers issues related to the training of specialists, scientific and pedagogical personnel, their additional education, resolves all issues related to training and scientific research;

To organize the work of the Council, prepare meetings and monitor the implementation of decisions, the Council elects a scientific secretary from among its members;

Solves issues related to the creation, abolition, reorganization of faculties, departments and other structural divisions of ASPU;

Periodically hears the report of the faculties on educational, research and educational work;

ASPU employees are called "professor", "associate professor", "senior researcher", etc. submits a petition for the assignment of scientific names;

presents ASPU employees for conferring honorary titles and awards, orders and medals of the republic;

Assigns the title of "Honorary Doctor of the ASPU" or "Honorary Professor of the ASPU" to well-known scientists, statesmen, public and political figures of the country and the world;

ASPU awards for scientific work and pedagogical activity;

The consulting professor allocates staff;

approves curricula;

decides on the publication of textbooks, teaching materials, monographs and educational programs;

Determines the rules for conducting exams and assessment criteria;

Determines the rules for determining scholarships in accordance with applicable law;

nominates candidates for election to full and correspondent members of ANAS;

Creates and approves the composition of the Commission, which conducts competitions for the positions of the head of the department and dean;

In exceptional cases - in the absence of Academic Councils and conflicts, the faculty, by decision of the rector, elects associate professors, senior teachers and assistants, researchers and considers issues related to their early release.

6. The Academic Council works according to the work plan for the academic year and each semester. The work plan of the Academic Council is discussed and adopted at the meeting and approved by the rector.

7. Decisions of the Academic Council on all issues of educational, methodological, scientific and educational work are taken by a simple majority of votes in an open vote, and in the event of the election and recall of the teaching staff, as well as in the case of submission of reports for the assignment of the title of professor, associate professor and honorary titles by secret ballot in the prescribed manner.

8. Meetings of the Academic Council are held at least once a month.

9. For a decision to be made by the Academic Council, at least 2/3 of its members must participate in the meeting. The decision is considered adopted if more than 50% of the total number of members of the Academic Council voted for the issue under discussion.

10. Decisions of the Academic Council come into force only after approval by the rector of the ASPU.

11. Meetings of the Academic Council are recorded, signed by the Chairman and Secretary of the Academic Council and stored in the Academic Secretary.

12. The Chairman of the Academic Council organizes regular monitoring of the implementation of the decisions of the Council and informs the members of the Council about the implementation of the decisions taken.

13. If there are valid reasons, the decision of the Academic Council of the ASPU may be canceled by the Ministry of Education of the Republic of Azerbaijan, if it is established that the decision taken by the Academic Council is not objective and contrary to the law.