

Central Asian Association for Accreditation of Education

CAA AE



CENTRAL ASIAN ASSOCIATION FOR ACCREDITATION OF EDUCATION
KAZSEE Since 2007 → CAAAE 2023

**REGULATIONS
ON THE ACCREDITATION COUNCIL**

2024

«APPROVED»
by CAAAE Accreditation
Council Chairman
Suleev D.K.

May 24, 2024

1. General provisions

1.1 This Regulations on the Accreditation Council of the Central Asian Association for Accreditation of Education (CAA AE) (hereinafter referred to as the Regulations) was developed in accordance with the Laws of the Republic of Kazakhstan dated June 27, 2007 (as amended and supplemented by No. 499 dated October 4, 2021 and No. 49 dated February 13, 2023), decision of the Republican Accreditation Council dated March 6, 2023 and approved by the CAAAE Accreditation Council Chairman.

1.2 CAAAE Accreditation Council operates in accordance with the Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG), the European Network for Accreditation in Engineering Education (EN AEE EA FSG), Standards for external quality assurance, Regulatory and Legal documents of the Ministry of Science and Higher Education of the Republic of Kazakhstan (MSHE RK), the CAAAE Charter of and regulatory documents of the agency.

1.3 The Accreditation Council (hereinafter referred to as the AC) is a public collegial body of the CAAAE, responsible for methodological support and decision-making on professional and public accreditation of educational organizations (EO) and educational programs (EP).

1.4 Based on the analysis of reports of Expert Commissions, the AC makes a decision on accreditation or non-accreditation of EOs/EPs, which is then approved by the Chairman of the AC.

1.5 The AC approves the Criteria and Procedure for accreditation of EOs/EPs, and other regulatory documents developed by the CAAAE commissions.

1.6 The AC considers statements from universities about disagreement with the decision of the CAAAE External Expert Commission to reject an application for professional and public accreditation of EO/EP.

1.7 The work of AC members is remunerated on the basis of agreements concluded by the President of the CAAAE with members of the AC.

2. Composition of the Accreditation Council

2.1 The AC includes representatives of the academic environment, international experts, representatives of employers, industry, students, scientific institutes, professional societies, etc.

2.2 The composition of the AC, the number of which must be at least 9 people and no more than 15 people, is approved by the minutes of the general meeting of members.

2.3 The composition of the AC members is renewed by one-third every three years. The terms of election of AC members, as a rule, do not exceed five years for one term, but they can be re-elected for a new term. For a student, the period of election as a member of the AC is the time of his studies.

2.4 Members of the AC may resign from the AC at their own request, or may be expelled from the AC by decision of the AC, if they miss more than five meetings in a row, including online participation.

2.5 The AC consists of the Chairman, members of the AC.

2.5.1 The Chairman of the AC is elected from among the AC at a meeting of the AC.

2.6 The Secretary of the AC is appointed by order of the CAAAE President.

3. Meetings of the Accreditation Council and the decision-making process

3.1 The AC can be held in person, or online, or in a blended format, at least twice a year.

3.2 The meeting is convened by the Chairman of the AC. The AC Secretary sends the agenda of the meeting and other relevant materials on the accreditation of EOs/EPs to the AC members in writing, no later than one week before the start of the meeting.

3.3 The order of the meeting, questions and discussions are reflected in the minutes of the AC meetings, which are compiled by the Secretary.

3.4 Minutes of meetings on paper are signed by the Chairman and the Secretary of the AC and are stored in the agency's documents.

3.5 A meeting of the AC is considered to have taken place if there are three second members present.

3.6 The meeting of the AC is chaired by the Chairman or an authorized member of the AC by the Chairman.

3.7 Decisions of the AC on the issues considered are made by open voting with a simple majority of votes (from those present, including those participating in the work of the AC online).

3.8 In case of equality of votes, the Chairman has the casting vote.

3.9 The AC makes one of the following decisions:

- to accredit (full accreditation for 5 years, in case of re-accreditation up to 7 years);
- to accredit with a condition (incomplete accreditation from 1 to 3 years), if there are grounds for this (minutes of the AC meeting);
- not to accredit.

3.10 The Secretary of the AC must distribute electronic copies of minutes of meetings to all members of the AC within two weeks after the meeting. Members of the AC within one week after receiving the protocol can make their changes to the protocol.

4. Appealing the results of the Accreditation Council

4.1 Decisions of the AC on accreditation of EOs/EPs can be appealed by EOs in accordance with the CAAAE Appeal Regulations.

4.2 In case of disagree with the decision of the CAAAE AC to reject an application for accreditation, the EOs must submit a statement in writing.