



APPROVE

Director of Institute of G&OGB

A.Kh.Syzdykov

2021 y.

PLAN
DEVELOPMENT OF THE EDUCATIONAL PROGRAM
 B07204 – «Petroleum Engineering»
 for 2020-2025

Direction of activity	Events	Timing					Responsible	Implementation mechanism
		2020-2021	2021-2022	2022-2023	2023-2024	2024-2025		
1. Effective management of the quality implementation of the educational program and improvement of the mechanisms for managing the educational process	1.1 Provision of EP with regulatory documents of the Ministry of Education and Science of the Republic of Kazakhstan: SES, Internal regulatory documents of NAO KazNRTU named after. K.I.Satbaeva (provisions, functions, forms)	+	+	+	+	+	Head of department, teaching staff	Obtaining the necessary documentation from the portal of KazNRTU, CDD, QMS
	1.2. Formation and improvement of the structure of the EP	+	+	+	+	+	Head of department, teaching staff	Constant monitoring of the structure of the EP in accordance with the standards of the Republic of Kazakhstan
	1.3. Development and improvement of the modular principle of EP formation	+	+	+	+	+	Head of department, teaching staff	Development of the logical structure of the EP on the principle of modularity in accordance with the professional standards of the Republic of Kazakhstan and the competencies of the specialty. Annual monitoring of the MEP with additions and changes.
	1.4. Opening of a two-degree EP						Head of department,	Russian State University of Oil and

	jointly with foreign partner universities	+	+	+	+	+	teaching staff	Gas named after I. M. Gubkin
	1.5. The study of educational programs in this specialty of foreign and other universities of the Republic of Kazakhstan	+	+	+	+	+	Head of department, teaching staff	Memorandum of Cooperation
	1.6. Work on updating the content of the EP	+	+	+	+	+	Head of Department, teaching staff, partners	Discussion of the relevance and content of the EP (at the methodological seminar and meetings of the department, round tables of the department, etc.) with the involvement of all interested parties (EP management, teaching staff of the EP, social partners, graduates, etc.).
	1.7 Monitoring the quality of learning outcomes	+	+	+	+	+	Head of department, teaching staff, supervisors of bachelors and masters	- final control of students; - reviews of diploma projects; - feedback from employers and students on satisfaction with learning outcomes;
	1.8 Monitoring the quality implementation of the EP	+	+	+	+	+	Head of department, teaching staff, responsible for methodological work	Discussion and analysis of open classes and mutual attendance of classes
	1.9 Development and improvement of syllabuses	+	+	+	+	+	Head of department, teaching staff,	Constant monitoring of syllabuses; annual updating of the topics of lectures and practical classes, competencies acquired by students as a result of passing the discipline; development of new special courses, textbooks and teaching aids based on the courses of visiting professors and advanced training.
2. Training of competitive personnel	2.1 Planning and formation of a contingent of students for the coming academic year	+	+	+	+	+	Head of department, teaching staff, responsible for prof. orientation work	Prof. orientation work among students
	2.2 Formation and approval of the EP graduate model	+	+	+	+	+	Head of department, teaching staff	At the methodological seminar of the department, the methodological council of the institute and the

								educational and methodological council of the university
	2.3. Development and improvement of EP based on the introduction of modern educational technologies and methods into the educational process	+	+	+	+	+	Head of department, teaching staff	The use of modern educational technologies and methods in the educational process, providing the skills of scientific thinking, creativity, independent work
	2.4. Labor market monitoring	+	+	+	+	+	Head of department, teaching staff	- studying the programs of documents of the Republic of Kazakhstan and international documents ratified by the Republic of Kazakhstan, studying the legal framework; - analysis of the views of social partners regarding the needs of the region in human resources; - monitoring the employment of EP graduates and satisfaction with the results of training.
	2.5. Improving the provision of students with educational and methodical literature (UML) and information sources	+	+	+	+	+	Head of department, teaching staff	Updating and supplementing the list with educational and methodological literature in syllabuses. The work of teaching staff with Internet sources. Submission of applications for the acquisition of UML.
	2.6. Improving the methods and forms of assessing students' knowledge	+	+	+	+	+	Head of department, teaching staff	Improving the forms of exams, forms of conducting SIW, Increasing activity in the SIW, the use of innovative technologies
	2.7. International accreditation for the purpose of issuing professional certificates to graduates	+	+	+	+	+	Head of department	Agency for Accreditation of Educational Programs in Engineering, Informatics, Natural Sciences and Mathematics ASIIN (Germany)
	2.8. Formation and approval of the list of topics of graduation theses and projects	+	+	+	+	+	head of the department, scientific supervisors of diploma works and student projects	Analysis of priority and relevant areas for the implementation of theses and projects with the participation of all interested parties

3. Improving the quality of staffing of the EP	3.1. Advanced training of teaching staff	+	+	+	+	+	Head of department, teaching staff	Improving the qualifications of teaching staff through: 1) Foreign internships; 2) Certification of teaching staff through online courses Coursera and other platforms 3) Passing refresher courses in the disciplines taught
	3.2. Training of own personnel by opening admission to master's and doctoral studies in the EP "Digital Engineering of Machines and Equipment"	+	+	+	+	+	Head of department, teaching staff	Master's degree 7M07202 - "Petroleum Engineering"; Doctorate 8D07202 - "Petroleum Engineering"
	3.3. Invitation of leading scientists from universities under an international cooperation agreement	+	+	+	+	+	university management, head of department	In accordance with the agreement on international cooperation
	3.4. Invitation of practitioners from production and business environment to give lectures and conduct practical classes	+	+	+	+	+	head of department, teaching staff	Experienced specialists from production in the direction of the oil and gas industry
	3.5. Analysis of the control classes of the teaching staff of the OP for the compliance of the competencies of the teaching staff with the needs of the EP	+	+	+	+	+	head of department, teaching staff, ICC	Attendance of teaching staff classes, Intrauniversity control
	3.6. Control over ethical behavior and corporate culture at the university.	+	+	+	+	+	head of department,	Carrying out preventive events to clarify professional ethics and corporate culture
	3.7. Control and improvement of personnel quality	+	+	+	+	+	зав. каф., структурные подразделения ВУЗа	Organization of survey and analyzing the results of the survey "Teacher through the eyes of students"
	3.8. Improving working conditions for teaching staff	+	+	+	+	+	head of department, structural divisions of the university	Questioning of teaching staff on satisfaction with working conditions
4. Research and innovation activities in the development of EP	4.1. Increasing R&D volumes	+	+	+	+	+	head of department, teaching staff	Exploring national priority areas for R&D
	4.2. Activation of scientific research of teaching staff						head of department, teaching staff	Publications of scientific research of teaching staff in foreign and

		+	+	+	+	+		domestic publications
	4.3. Participation in international, republican grant studies and projects	+	+	+	+	+	Head of department, teaching staff	Development of applications for competitions for grant and program-targeted financing of scientific research, as well as for competitions among young scientists
5. Development of resource potential for the implementation of the EP	5.1. Providing EP with new material and technical resources	+	+	+	+	+	Head of department, teaching staff	Submission of proposals for improving the resource base of the university through the introduction of the necessary material and technical means into the annual plans for public procurement of KazNRTU
	5.2. Providing software products for EP disciplines	+	+	+	+	+	Head of department, teaching staff	Applications for installation of applied computer programs
	5.3. Development of information and educational resources of the department (website, portal, electronic syllabuses, lecture notes)	+	+	+	+	+	Head of department, teaching staff	According to the work plan of the department, Updating information topics on the website, portal.
	5.4. Replenishment of library resources of KazNRTU (book stock) for EP	+	+	+	+	+	Head of department, teaching staff	Analysis and submission of applications for the purchase of library resources (book stock)
	5.5. Formation of a base of practices	+	+	+	+	+	Head of department, teaching staff	Updating existing and concluding new contracts and memorandums with potential employers on cooperation and admission of students for practice

Head of the Department of "Petroleum Engineering"

 G. Yeligbayeva