

APPROVED:

At the meeting

Accreditation Council IARC

 S.T. Sarbanov

Protocol No. 9 dated 07/04/2024

CONFIRMED

Director of IARC

 B.B. Koshoeva

Order No. 2/008 dated 07/04/2024



REGULATION

ON THE ACCREDITATION COUNCIL AT THE INDEPENDENT INSTITUTE OF ACCREDITATION, RATING AND CERTIFICATION

1. GENERAL PROVISIONS

1. These Regulations regulate the procedure for the formation and activities of the Accreditation Council under the Independent Institute of Accreditation, Rating and Certification (IARC) in the field of education (hereinafter referred to as the AC) for the purpose of making decisions on the accreditation of educational programs and educational organizations in accordance with the approved Resolution of the Kyrgyz Republic dated May 15, 2024 No. 246 "On approval of regulatory legal acts on accreditation in the field of education."
2. The AC is an advisory body operating on a voluntary basis, making collegial decisions on accreditation.
3. The AS carries out its activities in accordance with the legislation of the Kyrgyz Republic and this Regulation.
4. The activities of the AC are based on the principles of social partnership with the business community, the civil sector and other stakeholders in the field of education.

2. AC TASKS

5. The main objectives of the AC are:
 - improving the quality and competitiveness of professional and general education in the Kyrgyz Republic at the national and international levels through the adoption of objective and transparent accreditation decisions that contribute to improving the quality of education;
 - improving the mechanisms for guaranteeing the quality of professional and general education, providing the public with objective and reliable information;
 - promoting educational policy in the field of quality of professional and general education.
6. The AC makes decisions on the accreditation of educational programs and educational organizations, as provided for by the current legislation of the Kyrgyz Republic.

3. FUNCTIONS OF THE AC

7. The main functions of the AC are:
 - implementation of the objectives of this Regulation;

- decision-making based on final reports on the results of external assessment and reports of the chairmen of expert commissions;
- monitoring and assessment, work with the public within the framework of the agency's activities;
- consideration of appeals of educational organizations against accreditation decisions and making decisions on them.

4. PROCEDURE FOR FORMING THE AC

8. The composition of the AC is formed from representatives of business communities, civil society for a period of 3 years at the request of NIARS. The composition of the AC members may be renewed by one third annually. Three times missing the AC meetings may be the basis for exclusion from the AC. The number of AC members is determined from 5 to 7 people.
9. The decisions of the AC are made by a simple majority of votes of those present at the AC meeting. The meeting is held only with the personal participation of the AC members. The quorum is more than half of the total number of AC members.
10. The meetings of the AC are chaired by the Chairman of the AC, appointed from among the members of the AC.
11. The Director of IARC participates in the meeting of the AC, but does not take part in the voting.
12. The following persons may not be members of the AC:
 - the founder of the educational organization;
 - a person who is in close family relations with the administration and employees of IARC;
 - the head of the educational organization.

5. SELECTION PROCEDURE

13. The selection of representatives of associations of educational organizations, associations of employers and public institutions for inclusion in the AC is carried out by IARC.
14. IARC announces a recruitment for the inclusion of representatives from government agencies, business communities, and the civil sector in the AC, posting information on the official website about accepting applications and requirements for participants, indicating the IARC e-mail.
15. Participants must meet the following requirements:
 - citizenship of the Kyrgyz Republic;
 - higher professional education;
 - at least 7 years of experience in the field of education (for representatives of associations of educational organizations), at least 5 years of experience in professional organizations or industry structures (for representatives of associations of employers and public institutions);
 - knowledge of the state language.
16. The following documents are attached to the application:
 - resume;
 - copies of passport, education diploma and work record book.
17. The application is submitted in the state language in electronic format via e-mail.
18. The application and documents of the participants are reviewed by the internal commission of NIARS (hereinafter referred to as the Commission), which conducts the selection in accordance with the requirements specified in paragraphs 13 and 14 of these Regulations.
19. The Commission shall consist of at least three persons.
20. The composition of the Commission, the timeframe for conducting the selection and submitting the conclusion on the selection of participants are approved by order of the IARC.
21. The commission shall submit its conclusion within the specified period.
22. The composition of the AC is approved by order of the Director of IARC based on the conclusion of the Commission for a period of 3 years and is posted on the website.

23. Three months before the expiration of the term of office of the members of the AC, a new composition is formed. The new composition of the AC assumes its powers on the day following the day of termination of the powers of the previous composition.
24. The same person may not be a member of the AC for more than two terms.

6. RIGHTS AND RESPONSIBILITIES

25. In order to carry out its functions, the AC, within its competence, has the right to:
- involve independent experts in the established manner to consider appeal cases;
 - participate in the work of international organizations carrying out accreditation activities;
 - exercise other rights in accordance with the legislation of the Kyrgyz Republic.
26. Duties of the AC:
- make decisions on accreditation in accordance with the procedure established by legislation, other regulatory and legal acts of the Kyrgyz Republic and the AC;
 - ensure the objectivity, reliability and transparency of the decision-making process on accreditation.

7. ORGANIZATION OF THE ACTIVITIES OF THE AC

27. The meetings of the AC are held in online/offline/hybrid formats and are considered valid if at least ½ of the AC members participate in them. The decisions of the AC are made by a simple majority of votes from those present by open voting. In case of a tie, the vote of the AC chairman is decisive.
28. The draft agenda of the meeting of the AC is prepared by the secretary of the AC.
29. The Secretary shall submit to the members a draft agenda and necessary materials 5 working days before the meeting of the AC.
30. The minutes of the meeting and extracts from them are signed by the chairman and secretary of the AC.
31. Minutes of meetings and materials on accreditation issues are stored in IARC for one year.
32. IARC issues an order to implement the decisions of the AC within 7 working days.
33. Chairman of the AC:
- carries out general management of the AC activities;
 - presides over the AC meetings.
34. Secretary of the AC:
- organizes preparation of AC meetings;
 - forms the agenda and materials of AC meetings;
 - informs AC members about holding meetings;
 - keeps minutes of AC meetings.

8. AMENDMENTS AND ADDITIONS TO THE REGULATIONS

35. Changes and additions to this Regulation are developed and approved by IARC.