**APPROVED**
Rector of Uzbekistan State University of World Languages,
Chairman of the Council,
\_\_\_\_\_\_\_\_\_\_ Professor I. Tukhtasinov
February 28, 2025,
7th meeting of the University Council,
Item 8.1, Appendix 1.

**“Annual Plan of the Department for Quality Control of Education Aimed at Improving the Quality of Education”**

**"Annual Work Plan"**

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| **№** | **Tasks Specified within the Annual Plan** | **Mechanism for Implementing the Plan** | **Deadline** | **Expected Outcome** |
| **1** | Analytical review of the conduct of classes by professors and academic staff. | 1. Establishing a group of experienced instructors under the Department for Quality Control of Education.2. Organizing a systematic analytical review of the delivery of classes by professors and teaching staff, based on a predefined plan developed by expert evaluators.3. Monitoring the extent to which academic sessions are conducted using modern pedagogical methods and information technologies and ensuring that quality control over teaching processes is implemented at the required standard. | March 2025OngoingPermanent | Based on a thorough analysis of the lessons conducted, specific recommendations aimed at enhancing the quality of education are provided to professors and teaching staff. In cases where further support is deemed necessary, experienced specialists are engaged to contribute their expertise, and specialized master classes are organized to facilitate professional development and improve instructional practices. |
| **2** | **Studying the availability of facilities created for students and teachers at the Information Resource Center, as well as the presence of textbooks by subjects.** | 1. Formation of a dedicated working group tasked with conducting a comprehensive assessment of the availability of educational manuals and textbooks categorized by academic subjects.
2. Development of a detailed inventory of educational literature organized by subjects, based on the officially approved curricula and syllabi.
3. Systematic analysis by the working group of the presence and accessibility of educational manuals and textbooks within the Information Resource Center (IRC), utilizing the compiled inventory as the basis for evaluation.
4. Based on the findings from the analysis, the preparation of thorough conclusions and actionable recommendations aimed at enhancing the operational effectiveness of the IRC, including addressing gaps by procuring and integrating the necessary educational manuals and textbooks by subject areas.
 | March 2025 | **The identified deficiencies in educational literature across various subjects will be systematically addressed by providing the necessary resources. Additionally, measures will be undertaken to enhance and further develop the operational effectiveness and service quality of the Information Resource Center.** |
| **3** | To continuously monitor and conduct a comprehensive analysis of the alignment of students' knowledge with the established State Educational Standards, as well as to assess the extent of students' proficiency and mastery in individual academic disciplines. | 1. **Conducting a comprehensive analysis of the student knowledge assessment procedures upon the conclusion of the fall semester.**2. Conducting **a comprehensive analysis of the student knowledge assessment procedures upon the conclusion of the spring semester.** | **March** **2025****June** **2025** | An in-depth study will be conducted to evaluate the alignment of students' knowledge with the established State Educational Standards, as well as to assess the degree of their proficiency and comprehension across academic subjects. |
| **4** | **Conducting an analysis of the effectiveness of utilizing the HEMIS system.** | 1. **Conducting a thorough review of the data entry processes within the HEMIS platform (hemis.uzswlu.uz), the official information management system for overseeing higher education administration.**2. Performing **a detailed analysis of student attendance records and academic achievement metrics by subject, including formative, midterm, and summative assessments, while ensuring strict monitoring of the timely and accurate submission of these results into the HEMIS system (hemis.uzswlu.uz).** | March 2025September 2025Continuous | The accurate and efficient utilization of the HEMIS system shall be achieved and maintained. |
| **5** | **To conduct a comprehensive examination of the organization of the educational process in strict compliance with the requirements stipulated by normative legal documents.** | 1. Monitoring the fulfillment of teaching workloads by professors and academic staff.2.Examining the status of undergraduate thesis projects and master's dissertations being completed by students at the university.3.Assessing the level of preparedness for the State Attestation Commission (SAC) activities to be conducted for bachelor's and master's degree graduates of the 2024/2025 academic year.4. Reviewing **the activities carried out to ensure the effective organization of student internship programs, as well as examining the internship reports submitted by university students.**5. Analyzing **the alignment of student qualifications, curricula, and academic programs with professional standards and labor market demands.** | **April 2025** **April 2025**  **May 2025** **May 2025** **August 2025** | The proper organization of the educational process in full accordance with the requirements established by normative legal documents will be ensured. |
| **6** | **Organizing a student survey aimed at further improving the educational process at the university, enhancing the quality of education, and advancing the learning environment.**(In accordance with the implementation of University Rector’s Order No. 62-11-08 dated February 11, 2025.) | 1. **Appointing responsible representatives from each faculty to ensure the proper and high-quality administration of the survey.**2. Analyzing **the collected results and developing recommendations for improving the educational process based on the analysis.**3. Submitting **the survey findings and the corresponding recommendations to the university administration.** | May 2025 | Tasks will be defined to further improve the educational process at the university, enhance the quality of education, and upgrade the conditions created for learning. |
| **7** | **Preparing a report based on the results of the 2024/2025 academic year.** | 1. **Assessing the performance effectiveness of university professors and teaching staff based on the results of the 2024/2025 academic year, and presenting the findings to the university administration.**
2. **Formulating comprehensive conclusions regarding the position of graduating students in the labor market, the demand for their qualifications, and the sustainability and relevance of their respective fields.**
3. **Preparing a report on the implementation of the department’s work plan for the 2024/2025 academic year and submitting it to the University Council and the Ministry.**
 | **June 2025****June 2025****June 2025** | **A comprehensive conclusion shall be formulated based on the outcomes of the 2024/2025 academic year, and strategic tasks aimed at enhancing the quality and effectiveness of education at the university will be established for implementation during the 2025/2026 academic year.** |
| **8** | **To conduct a thorough assessment of the progress of preparatory work for the 2025/2026 academic year at the university, alongside an evaluation of the effective organization of the educational process to ensure its high quality.** | **1. To conduct a comprehensive assessment of the provision of State Educational Standards (SES), qualification requirements, curricula, academic programs, syllabi, and educational resources within the Educational-Methodological Department and academic departments.****2.** To **evaluate the utilization of curricula from higher education institutions ranked within the TOP 300 in the development of the university’s educational programs.****3.** To **perform an analytical review of the equitable allocation of teaching workloads among professors and academic staff.** | August–September 2025 | **The university shall ensure the effective and high-quality organization of the educational process throughout the 2025/2026 academic year.** |
| **9** | To conduct a comprehensive analysis of the measures implemented aimed at enhancing the quality of education within the faculties and academic departments, in accordance with the established plan. | 1. **To conduct a thorough examination of the engagement of qualified industry professionals in the academic departments to support practical training and production-related activities.**
2. **To evaluate the extent of professional development undertaken by professors and academic staff, alongside the integration of contemporary advancements and innovations in their respective disciplines into the academic curricula.**
3. **To assess the adequacy and effectiveness of the organization of independent student learning within the departments, ensuring compliance with established academic standards and requirements.**
4. **To perform a comprehensive analysis of the measures implemented to guarantee transparency and impartiality in the processes of student knowledge assessment and evaluation at the faculty level.**
5. **To review and analyze the outcomes of the university’s ranking indicator performance as achieved by faculties and departments during the year 2025.**
 | Throughout 2025, continuously | The university shall establish a solid foundation to ensure the enhancement of educational quality and effectiveness, while facilitating the formulation of forward-looking strategic plans aimed at elevating the standards of education within faculties and academic departments. |

Note: The Department for Quality Assurance in Education shall submit detailed reports on a quarterly basis to the Ministry, outlining the measures and activities undertaken to enhance the quality of education at the university.

**Head of the Education Quality Monitoring Department** L.R.Zaripov