



«АККРЕДИТТЕУ ЖӘНЕ РЕЙТИНГТИҢ
ТӘУЕЛСІЗ АГЕНТТІГІ» КЕМ

НУ «НЕЗАВИСИМОЕ АГЕНТСТВО
АККРЕДИТАЦИИ И РЕЙТИНГА»

INDEPENDENT AGENCY FOR
ACCREDITATION AND RATING

REPORT

On the results of work of external commission of experts on evaluation for compliance with the requirements of institutional accreditation standards GKKP "College of Economy, Technology and Standardization of Food Manufacturing"

During the period from May 21 to May 23, 2018.

Astana 2018

**INDEPENDENT AGENCY FOR ACCREDITATION AND RATING
INSTITUTIONAL ACCREDITATION
THE STATE MUNICIPAL ENTERPRISE
«COLLEGE OF ECONOMICS, TECHNOLOGY AND STANDARDIZATION OF FOOD
MANUFACTURING»**



Независимое агентство
аккредитации и рейтинга

It is addressed
To Accreditation
Council of NAAR

**The Report of the External commission of experts
On the results of work of external commission of experts on evaluation for
compliance with the requirements of institutional accreditation standards
GKKP "College of Economy, Technology and Standardization of Food
Manufacturing"**

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LIST OF SYMBOLS AND ABBREVIATIONS

- ICT- information and communication technologies;
- NAAR - Independent agency for accreditation and rating;
- EP - educational programs
- RK – the Republic of Kazakhstan
- MAUN RK – the Ministry of Education and Science of the Republic of Kazakhstan;
- GSOO - State Standard of the general compulsory education;
- SMK – the system of management and quality
- PTO – vocational training
- TsMK – cyclic - the methodical commission
- MTB – material and technical resources
- TUP - the standard curriculum
- RUP – the working curriculum
- TUP- the typical curriculum
- RUP – curriculum
- KTP – the calendar and thematic plan
- UMK – an educational and methodical complex



IAAR

INTRODUCTION

According to the order No. 52-18 from May 10, 2018 of the Independent agency of accreditation and rating in "College of economy, technology and standardization of food manufacturing" was conducted the assessment of compliance and implementation of educational programs with the standards of institutional accreditation of NAAR by external commission from May 21 to May 23, 2018.

The report of the external expert Commission (hereinafter-the EEC) contains an assessment of the compliance of the activity with the criteria of NAAR standards and recommendations of the EEC on further improvement of the College's activities.

The Structure of EEC:

1. **The chairman of the commission** - Sandybayeva Dinara Aydarovna, Head of the economy-pedagogical department of GKKP "North Kazakhstan vocational pedagogical College" (Petro-pavlovsk);
2. **The foreign expert** – Ovcharenko Olga Grigoryevna, Director of the University chemical and mechanical FGBOU Branch college "Moscow State University of technology and management named after Razumovsky" (Omsk, the Russian Federation);
3. **The expert** - Ormanov Sarsebay Ermekbayevich, Deputy Director for production work of JSC Almaty Technological University College (Almaty);
4. **The expert**- Karimova Almagul Karimovna, Deputy Director for educational and methodical work of KGKP «Aktau Technological College of Service" (Aktau);
5. **The expert** - Temirbekova Ayzhan Bolatovna, Deputy Director for educational work of KGKP "Almaty College of Service" (Almaty);
6. **The expert** – Umarova Sholpan Kabidenovna, Deputy Director for educational work of KGKP "Machine-building College" (Pavlodar);
7. **The observer from the Agency** – Bekenova Dinara Kairbekovna, the head of the project on accreditation of the TIPO NAAR organizations (Astana);
8. **The employer** - Shakitayeva Asel Yersainovna, Director of Hotel - cafe "QONAQ (Astana);
9. **The student** - Ozatbek Botha, the student of the 3rd course of specialty 0507000 " Organiza-tion of service of hotel facilities", GKKP « Polytechnical College» (Astana).

Representation

GKKP "College of Economy, Technology and Standardization of Food Manufacturing"

The history of «College of economy, technology and standardization of food manufacturing» of Astana begins since 1968 which originates from the Tselinograd flour-grinding and elevator technical school and then has been renamed in:

- 1969 - in mekhaniko-technological technical school;
- 1996 - in college of technology of food manufacturing with the opening of new specialties: technology of meat, technology of milk, technology of public catering.

On June 3, 1997 for further development and pushing reforms in the system of the higher and secondary vocational education, training of highly qualified specialists the college has been reorganized according to the order of the Ministry of Education, culture and health care of the Republic of Kazakhstan No. 200 of 03.06.1997 by merge of four colleges: The Akmola agricultural college, the New Ishim zooveterinary college, Atbasar agricultural college, college of technology of food manufacturing it is also renamed into agrarian and technical college (application-1).

Then, on the basis of the education Department of Astana city № 195 from August 24, 2001, the College was renamed from the Agricultural and technical College to the College of Economics, technology and standardization of food manufacturing (hereinafter – College).

The College is registered as the State municipal enterprise.

The College provides high quality educational services, introducing new learning technologies.

From 2013 Director of the College is Akhmetov Kaiyrgali Akimbekovich, on his initiative, the College opened new specialties demanded in the labor market.

The College passed the state certification in 2013 (order of the Department for control in the field of education of the Committee for control in the field of education and science of the Ministry of education and science of the Republic of Kazakhstan dated April 22, 2013 № 90 "on the results of state certification").

Educational activity in College is carried out on the basis of the state license of the series AA00006735 № KZ 251 from March 30, 2016 (date of primary issue - series AB №0129813 from April 15, 2009) for the right to conduct educational activities in the field of TIPO.

The total number of full - time students in the 2017-2018 academic year is 553 students, including 547 at the expense of the local budget, 6 students on a contractual basis.

The total number of students of the correspondence Department in the 2017-2018 academic years is 155students. Students are admitted to the correspondence Department only on a contractual basis. The language of study at the correspondence Department is Russian.

In total, 375 students study in the state language, from the total number of students, that is 53%. In college on the accredited specialties 27 educational groups which average fullness is the 25th students are completed.

The college conducts preparation on the following specialties of TIPO:

№ п/п	Code and name of specialty	Form of training
1	0507000 "Organization of service of hotel facilities" 0507063 "Service manager"	full-time courses
2	0508000 "Catering services" 0508063 "Service manager"	full-time courses
3	1218000 «Equipment for food industry enterprises» 1218033 «Equipment maintenance and repair technician»	full-time courses
4	1226000 «Technology and organization of food manufacturing enterprises» 1226033 «Technologist»	full-time courses extramural studies
5	1508000 «Forestry, landscape and garden construction» (by types) 1508063 «Technician-technologist»	full-time courses extramural studies

Training of specialists is leading in the state and Russian languages.

According to the staff list, the total number of teaching staff for the 2017-2018 academic year is 62 people (teachers), including full-time teachers – 60 or 97%, with higher education – 62 people or 100%, including pedagogical – 36 people or 58%, technological – 26 people or 42%, of them with the highest category – 20 people or 32.5%, with the first category - 14 people or 22.5%, with the second category-14 people or 22.5%, without category-14 people or 22.5%.

Within dual program 18 students of the 3 courses are training in the specialty 1508000 «Forestry, landscape and garden construction», Order No. 563 of September 03, 2014, the Department of education of Astana about inclusion of specialty 1508000 «Forestry, landscape and garden construction» in the Dual training in experimental mode. Beginning of an experiment in September 01, 2014 the end of the eksperiment in March 01, 2018. The contract with JSC «Astana-Zelenstroy» is signed from March 5, 2015 to October 20, 2016. Contracts between students, the enterprises and college in the dual training are signed and registered in Chamber of Businessmen of Astana with individual number according to the Register.

The main social partners of College are: Hotel " the St.Regis Astana" sole proprietor company "Astana Association of chefs ", restaurant "Capricorn", LLP "Royal Comfort Hotel Astana", restaurant complex "ZUID" LLP "Astana ASSorti"; LLP "Insar Astana", LLP "Royal Comfort Astana", LLP "Satellite Service-2007" KING HOTEL ASTANA , LLP "Karavella-Tour"; the hotel "Baikal", LLP "Hotel G-Empire" LLP "Accu"; sole proprietor company "Kazakh house". "Zhasyl Aimak" LLP, JSC "Zelenstroy Astana", LLP "NS Zelenstroy", RSE "Korgalzhinsky reserve" Hotel " the St.Regis Astana", restaurant "Capricorn", "Royal Comfort Hotel Astana" LLP, "ASSorti Astana" LLP restaurant complex "ZEID"; "Insar Astana" LLP».

The efficiency of functioning of system of ensuring the quality of education and improvement of educational activity is confirmed by the following facts.

In order to identify the creative abilities of gifted students, the College has created the necessary conditions. "College of Economics, technology and standardization of food manufacturing" has the material and technical resources used to organize the process of training and education of students, which includes: 2 academic buildings, library.

As a positive side of activity of college it is possible to note cooperation with potential employers, the identification of their views on the quality of the provided educational services; the presence of databases of students' practices; the functioning of electronic library with access to library resources; existence of UMK on all disciplines. A positive tendency of educational institution it is possible to call that the college carries out a lot of work on the international cooperation which is one of the leading directions in activity of educational institution. The college has signed on November 6, 2017 the contract on cooperation between Academy of Tourism in Antalya (Turkey) and college in the sphere of educational activity, development of exchange of students and teachers, improvement of quality of education and strengthening of comprehensive communications between educational institutions for the years 2017-2021.

December 12, 2017 in the context of the city forum "Dialogue with the social partners" the Memorandum has been signed between LLP "Astana Insar" 2017-2021 in the person of the head and the Representative of the international of the international eco-gastronomic non-profit organization SlowFood of the Leader of konvivium "SlowFoodAstana" Akhmetova Hanyim Zhumabayevna about participation in the international youth movement SlowFood (application 3). April 12, 2018 the Memorandum of mutual cooperation is signed with the Yekaterinburg trade and economic College of the Sverdlovsk region (Russia) (application4).



IAAR

Description of the visit of EEC

VEK visit to GKPP "College of Economy, Technology and Standardization of Food Manufacturing" has been organized according to the program which is in advance agreed with the principal and approved by the director of NU «The independent agency of accreditation and rating».

In order to coordinate the work of the EEC, the meeting has been in college during which the powers were distributed among the members of the Commission, the schedule of the visit was clarified, and agreement was reached on the choice of methods of examination.

Meetings of the EEC with the target groups were held in accordance with the specified program of the visit, in compliance with the established time period. On the part of the College staff, the presence of all the persons specified was ensured in the program of the visit.

During the visit, in addition to working with target groups, discussions were held with students and teachers of the College in classrooms, graduates and employers. The meeting was attended 218 people.

Information about employees and students who took part in meetings of the EEC NAAR

The category of participants	The number
Principal	1
Deputy directors	5
Head managers	
Chairmen of TsMK	4
Chief accountant	1
The chief quartermaster	1
Personal manager	1
Teachers	36
Employees	4
Students	55
Graduates	40
Social partners	19
Parents of students	46
In total	218

In the process of the EEC work a hand inspection of the College infrastructure is performed: General education offices and special disciplines, laboratories, the territory of the training complex, a greenhouse, computer classes, a library, a reading room, a medical point, and food points.

Documentation of the commissions, departments implementing the approved educational programs is also studied. The bases of practices of accredited programs of the «College of Economics, technology and standardization of food manufacture» were visited.

The bases of the "College of Economics, technology and standardization of food manufacturing» were also visited, including those on accredited programs: The St. RegisAstana, a coffee shop "Caramel", LLP "Royal Comfort Astana" DTS "Zuid", the restaurant "Bolognese", JSC "Astana - Zelenstroy", LLP "Astana - ORMA-NY", the experts have examined the material-technical base of enterprises.

Members of the EEC have attended lessons on the accredited educational programs. The lesson of group T-12, 1 course specialty 1226000 "Technology and organization of production of food enterprises" on the subject of "Marketing at food enterprises" on the theme «Determination of the initial price of goods», the lesson of formation of new knowledge, the combined lesson.

This discipline was held by the teacher Usenbaeva Aida Zhanaidarova. The lesson was attended by 23 students from 27.

During the visit, the EEC has attended practical classes on discipline Azyktylik tauarlardy tauartanu in which the teacher of special disciplines Esenbekova Bahytgul Sovetovna conducted a practical class on the theme: «Azyktylik koncentratarynyn sapa bagasy. Krahmal sapasynyn bagasy», the students of the group T-21, the 2 year. At the time of attending classes, 25 out of 26 students were in the group. All stages of the lesson are strictly observed, the teacher has a strong knowledge, interacts well with the group, the group's activity was at the average level. All necessary documentation (KTP, lesson plan, journal, handouts) was present.

The second lesson, which was visited by the EEC, was held on the educational practice on the subject: Plant protection, in the laboratory of forestry (greenhouse), in the College. The place was attended by 1 sub-group of second-year students (Russian language learning) the group O-22, specialty 1508000 "Forestry, landscape and garden construction". At the time of visit in sub-group were 8 students on the guide of the laboratory assistant Muzafarova Helena Andreyevna, Glinski Maxim, Lazovoy Andrew, Keyseubayeva Guldana, Alisher Amanbaev, Tishtykbayeva Sharikhat, Satybayev Erganat, Bikenov Rustem, Miksha Yulyan. The students identified diseases and pests of annuals on the example of Petunia and planted in the ground already proven seedlings. Thus, due to the relevance and importance of the theme, the students actively participated in the process of practical tasks.

At the time of visit of a work practice in the Company Business Russia "Trapeza", «SKRP Torgovy Dizayn LLP» were present students of the group OP-32 (training Russian), a third year, specialty 1218000 «Equipment for food industry enterprises», during visit of this base, the director of the company Business Russia «Trapeza» Kim Christina Valeryevna has acquainted members of EEC with financially technical base where there passed a work practice students of the above-named specialty, Tkachuk Elena, Nurkeev Adiel, Los Oleg.

The second subgroup was directly in SKRP Torgovy Dizayn LLP, the head of practice from educational institution Makhmetova Aynagul, the teacher of special disciplines, students Vasyutin Igor, Zhanseitova Zhansaya, Sidorenko A.

For work of EEC all conditions have been created, the access to all necessary information resources is organized.

As part of the planned program, recommendations to improve the work of the College, developed by the EEC on the basis of the examination, were presented at a meeting with the College management.

The activities planned during the visit have allowed members of EEC NAAR to carry out independent assessment of compliance of the data contained in the self-assessment reports of the College with the criteria of the institutional accreditation standards.

The detailed analysis of compliance of activity of college to Standards of institutional accreditation of the Independent agency of accreditation and rating has allowed EEC within the Visit schedule of college the following conclusions in a section of standards.

The activities planned during the visit enabled the members of the NEC NAAR to conduct an independent assessment of the compliance of the data contained in the self-assessment reports of the College with the criteria of the institutional accreditation standards.

5. Compliance to institutional accreditation standards

5.1 «Vision, Mission and Strategy» Standard

The College of Economics, technology and standardization of food manufacturing the Development strategy of college is developed and approved on sustainable growth of competitiveness of educational services. The mission, goals and objectives of college, which are part of the development Strategy were discussed and approved at the meeting of the pedagogical Council. In college sufficient attention is paid to development of ways of maintenance of the mission, the purposes and tasks. The main documents on realization of the purposes and tasks of college: Strategic development plan for college, Plan of work of a faculty meeting; Plan of work of scientific and methodical council; Educational plan of work, Regulations of college. All of them are approved annually at the first meeting of the Pedagogical Council.

Evaluation of the effectiveness of the measures is carried out through constant analysis of the goals and plans at different levels.

Experts were convinced of the coherence of the strategic goals of the College, the adequacy of the mission, vision, strategy, available resources: financial, information, personnel and material and technical base.

The College provides information to stakeholders and transparency of the content of the main strategic documents: public discussion with representatives of all stakeholders, discussion at meetings of collegial bodies and placement on the website, stands.

Information about the activities of College is available on the local network and the Internet. There is the official web site of College [www.collegeetspp.kz.](http://www.collegeetspp.kz), installed the personal blog of the Director through which site users can read news and also get the required information about college, educational process, student life, etc.,

However, the members of the EEC noted that the information on the website does not fully reflect the activities of College.

As a wish, it should be noted the expediency of continuing work on the specification of the mission, the refinement of the vision, a more specific form of description, how the College wants to see itself by a certain date, when it realizes its mission. It is desirable more broad involvement of stakeholder groups in the mission, vision and strategy by College.

The chosen policy and priorities of College allowed to take a certain place in the field of education for the training of mid-level specialists, corresponding to the requirements of the labor market.

Questioning of teaching staff showed that the mission of College is reflected in the curriculum (more than 100% noted excellent and good), evaluation procedures (100% rated excellent and good), innovative programs (100% rated excellent and good). Evaluation of teachers involvement in the process of management and strategic decision – shows a high result-98.1% of Questioning of students conducted during the visit of EEC NAAR showed that the vast majority of students are 100% fully satisfied with the level of implementation of these rules and strategies of OP.

The strengths are:

- Adequacy of the mission and the strategy to available resources, the needs of the labour market and education policy of Kazakhstan;
- Involvement of teachers in the process of making management and strategic decisions;
- Knowledge of interested persons of the content of the mission and strategy and processes of their formation.

The commission recommends:

- Administrations to continue work on further improvement of strategy of college taking into account the recommendations of employers and social partners;
- to systematize mechanisms of estimation and the analysis of satisfaction of pedagogical collective and also mechanisms of elimination of the shortcomings found in the course of the analysis.

The institutional profile of college according to this standard contains 1 strong position, 9 satisfactory positions and 1 assumes improvement.

5.2 Management standard

The College's management system is aimed at the realization of the mission, vision and strategy. College management is performed in accordance with the law "On education" of RK (with changes and additions for February 13, 2012), legal documents of the MON RK, the Statute of the College and internal regulations (Regulations on the organization of the educational process, Regulations on the Board of Trustees, Regulations on professional practices, etc.). Management efficiency is ensured by a transparent multi-stage system of planning, monitoring and reporting. The organizational structure and management system of the College are functioning quite effectively, allowing to solve all the problems facing the College. The College bases its activities on democratic principles, leadership, management decision-making based on the analysis of reliable data on its activities and involvement of all employees in the management process.

The expert group notes the flexibility of organizational structure allowing college to react quickly to change the external environment and to support the high rate of modernization of various activities.

The College developed and approved job descriptions for employees all categories. The bodies of collegial management are - the Board of Trustees, the Pedagogical Council, and the Methodical Council. To the work of the collegial bodies involved - parents (legal representatives), teaching staff (teachers, masters of industrial training), students, College management, and employers. A self-government institution is the student government.

According to the existing business processes, the responsible persons from among the teaching staff and administrative and managerial staff of the College are approved, between them the procedure for providing resources and information necessary to maintain these processes and their monitoring is established, the monitoring, measurement and analysis of these processes is performed and the measures necessary to achieve the planned results are taken.

College management is performed by the unity of stable relationships between structural units. Annual plans of structural units are discussed and approved at the pedagogical, educational and methodical Councils and approved by the Director of the College. Plans of work of TsMK are discussed and approved by the Deputy Director for scientific and methodical part, in accordance with the Rules on the activities of TsMK. To create a rational educational environment in the College of learning and work in close connection with the bases of practice, there is a center for partnership development. In order to develop social partnership and training of qualified specialists, the College established an Advisory Council (Order No. 83 of October 12, 2016). The Advisory Board consists of chief specialists of JSC "Astana-Zelenstroy" and representatives of the College.

In college the system of the joint management acts on the basis of the Pedagogical Council. The structure of the pedagogical Council and the plan of work are approved by the order of the director. The provision on the Board of trustees is in a development stage. Members of the Advisory board take active part in activity of college. Participate in the activities and provide all possible assistance financially. At the same time, experts note, the insufficient level of work on involvement of employers to participation in the structure of collegial bodies and to assistance in employment of graduates.

In college 4 cyclic methodical commissions work: TsMK of special disciplines, TsMK of social economic disciplines, TsMK of general education disciplines, and TsMK of disciplines of forestry. The cyclic methodical commissions function on the basis of regulations on activity of the cyclic methodical commissions, approved by the principal.

The College has created a scheme for the distribution of functional responsibilities between different levels of management, heads of structural units and executors. One of the methods of management is the method of involving teachers in the management, which involves the creation of College, forms of collegial management, authorized to make decisions on certain areas of activity of the institution.

Maintaining a psychological climate, the approval of corporate culture is one of the priority areas of work of the first head, which is manifested in the consideration of the interests of both the College and its employees. A positive result of this activity can be considered the absence of collective and individual labor disputes, the normal functioning of all departments that support the educational process and the absence of conflicts between the teaching staff and students.

Normative documents of the College indicate the existence of a system of long-term, medium-term and short-term planning, the results of which are recorded, discussed collectively and distributed to the interested persons, the team. One of the main forms of unit performance evaluation is their annual reports, which provide a comprehensive self-assessment of activities.

The main forms and methods of evaluation of collegial bodies and structural units of the College, along with reports of heads of departments on the implementation of the adopted work plans are references to the results of internal and external audits, questionnaires of students, teachers and College staff to identify satisfaction with the quality of education and working conditions in the College.

To determine the level of satisfaction of students and staff, meetings are held annually with the Director, deputies, various forms of survey; meetings with teams; there are schedules of receptions of the College management and deputies on personal issues. Questionnaires and sociological surveys of teachers, employees and students are conducted, the results of which are analyzed at the meetings of the pedagogical Council, the question of the degree of satisfaction of the collective with educational resources is considered. The College monitors and systematizes information about the results of examinations, state certification and other activities, which is reflected in the semi-annual and annual reports.

In college the optimum control system and definitions of responsible persons is created. Functional distribution of responsibilities between the leaders covers all main activities of College and to successfully implement development strategy.

At the same time, I would like to note that for the organization of successful management and effective document management using information technology there is no automated information system in the form of "Owls" or "PLATONUS".

According to the results of an anonymous survey in the framework of the EEC, 99% of teachers are fully satisfied with participation in management decision-making. The questioned students showed 100% of satisfaction with the level of availability and responsiveness of the College's management, as well as the relationship with the departments – 100%.

The strengths are:

- Availability of documents on the organizational structure and management of the College;
- Clear definition of responsible for business processes;
- Openness and accessibility of managers and administration to students, teachers and parents.

EEC recommends:

- To develop mechanisms for the analysis of the educational process to systematize the document flow in the areas of the strategic plan of the College;
- To consider the possibility of inclusion in the structure of collegial bodies of management of representatives of interested persons, including social partners and students.
- To strengthen the work on improvement of an internal control system of quality, within preparation college to introduction of SMK according to the strategic development plan.

The institutional profile of college according to this standard contains 2 strong positions, 15 satisfactory and 4 - assumes improvements.

5.3 «Educational programs» Standard

The implementation of educational programs is aimed at the formation of professional competence of future graduates that meet the qualification framework and meet the needs of the labor market. Educational programs of College are implemented in accordance with the regulations, including RUP, KTP and UMKD. The contents of OP are discussed at the meeting of the TsMK and instructional Council. Previously discussed at methodical meetings and agreed with students and employers. In the structure of OP has different activities of learners and logically consistent in content and volume of studying disciplines. Educational programs are updated to meet the interests and wishes of employers.

The structure and content of educational programs is determined by the state educational standards of technical and vocational education, standard curricula and standard educational programs on specialties.

Compliance of working curricula with the requirements of production is achieved through a system of accounting comments and recommendations and in General the views of employers, permanent members of the Pedagogical Council, as well as those employers and social partners who are the part of the method of councils for specific specialties, which is reflected in the protocols of the Pedagogical Council. In addition, the interaction is established in relations with graduates, who give suggestions for improving educational programs, material support, teaching methods, etc. The Commission notes that the monitoring of the quality of educational programs allows detecting the main changes in recent years in the educational and methodical complexes of disciplines. In the classes problem lectures focused on the formulation of research problems are practiced; thesis presentation of the material, accompanied by the preparation of supporting abstracts and schemes that are the basis for the organization of independent work; broad use of distributing material with tasks for SRO, etc.

The introduction of innovative learning technologies in the educational process and the participation of students in regional and international seminars and practical conferences form the personal development of students, their creativity and special competence. Relevant in the educational activities of pedagogical collective of College is the development of interactive methods of teaching using multimedia equipment.

Facultative courses depending on specifics of each profession selected at the discretion of the student from the proposed list of disciplines. So the following disciplines are in recent years introduced in educational process: for all specialties facultative classes in the subject "WEB sheberi", in departments: "Machines and devices of food productions" in the specialty: «Equipment for food industry enterprises», "I am a future expert" in the specialty: «Technology and organization of food manufacturing enterprises» , "Landscaping" in the specialty: "Forestry, landscape garden and construction", «Konak yjde kyzmet korsetu tekhnologiyasy» in the specialty "Organization of service of hotel facilities", «Kol oner sheberleri» in the specialty: «Catering services». Examination materials completely cover all contents of the training program, TsMK considered at a meeting. KTP, the presentations and UMKD are available to students of college.

In order to improve the quality of educational services and strengthen the professional training of future specialists in the specialty, leading specialists of enterprises are involved in the management of professional practices; reviewing diploma projects or works, participation in the work of IA. Leading experts production workers, the General Director of LLP "Insar-Astana", the leader of the konvivium "Slow Food Astana", Vice Chairman of the Board of the Center of national values "OTBASYM" Akhmetova H.Zh., Imamniyaz Rustam Alymzhanovich - President of Association of Chefs of Astana, the Brand-chef restaurant chain "Beef Eater", a member of the Association of chefs of Russia. Supervised work experience in groups according to the specialty "Forestry, landscape garden and construction", green building engineer, JSC "Astana-Zelenstroy" Tokhodzhayev R.I. Director of food and beverage Umurzakova Zhadyra Beibutova led the leadership of the students of the specialty "Organization of service of hotel facilities".

Tours on the basis of social partners in all specialties are annually conducted.

At the same time, it should be noted that employers are not very active in the process of formation and coordination of educational programs. Development of working curricula is held annually at the beginning of the school year, after the approval of the order of the MON RK of the standard curricula and programs of specialties. Employers are invited to the meeting of the methodical Commission, where the Deputy Director of educational work offers for consideration typical curricula and programs on specialties for discussion and the offer of the remarks. Working curriculum is agreed at the meeting of the TsMK and then approved by the pedagogical Council.

On the basis of the working curriculum is a schedule of the educational process and the schedule of training sessions.

For each academic year, in accordance with the requests for each specialty, training equipment and software are purchased.

Despite the above, experts note that the College needs to intensify its efforts to attract employers-practitioners to conduct classes. The survey of students conducted during the visit of the EEC NAAR, showed that the level of availability and responsiveness of management is estimated as high, the degree of satisfaction with the educational resources of the College is more than 97.9%, also students showed a high degree of satisfaction with the quality of educational services of the College: relations with departments 100%, the availability of academic counseling 97.9%, the level of availability of library resources 97.9%, the overall quality of educational programs 100%.

The strengths are:

- Availability of effective functioning of the system of individual assistance and counseling students on the educational process;
- The presence of various activities, the content of which should contribute to the development of professional competencies of students, taking into account their personal characteristics.

The Board recommends:

- develop stages of implementation of assignment of working specialties on qualifications;
- To create conditions for the introduction of integrated language learning in the process of teaching special subjects in English;
- To continue to involve employers and interested persons in the development of educational programs in order to improve their quality;
- to consider the possibility of conducting part of the laboratory and practical training on the basis of enterprises for the purpose of better training.

The institutional profile of College according to this standard contains 6 strong positions and 9 satisfactory positions and 1 suggests improvement.

5.4 Standard « Teaching staff and effectiveness of teaching»

In the state enterprise "College of Economics, technology and standardization of food manufacturing" the formation of the teaching staff is performed in the process of implementing the personnel policy, developed in accordance with the qualification requirements and responsibilities of teachers and meets modern requirements.

According to the staff list the total number of teachers for 2017-2018 academic year is 62 people (teachers), including staff teachers – 60 or 97%, with higher education – 62 people or 100%, including pedagogical – 36 people or 58%, technological – 26 people or 42%, of them with the highest category – 20 people or 32.5%, with the first category - 14 people or 22.5%, with the second category-14 people or 22.5%, without category -14 people or 22.5%.

Consequently, the percentage of teachers with the highest and first categories in the total number of 34 people (55%). According to the plan of certification of teaching staff of College, in 2017-2018 academic year 14 teachers were certified for compliance with the requirements of the qualification of higher, first and second categories. The College implements its personnel policy in accordance with the main priorities of its strategy.

The College's staffing capacity over the past three years is presented in the following table:

Teaching staff	Staff	Part-time workers	On categories				Retirement age
			The highest	The first	The second	Without category	
in 2015-2016 academic year							
In total	55	3	17 / (31%)	13/ (23 %)	11/ (20%)	14	6
Total:	58		Quality: 30 / (54 %)				6
in 2016-2017 academic year							
In total	56	2	20 / (36%)	15/ (27 %)	10 / (18 %)	11	4
Total:	58		Quality: 35 / (62,5 %)				4
in 2017-2018 academic year							
In total	60	2	20 / (32%)	14/ (22,6 %)	10 / (18 %)	16	2
Total:	62		Quality: 34 / (56 %)				2

These data clearly show that the ratio of full-time teachers to the total number of teaching staff over the past 3 years remained at least 90% -96%.

The staff is annually replenished with young specialists. The number of undergraduates is increasing.

For many years, the renewal of personnel occurs through the mechanism of admission from among the former College graduates who have received subsequent higher education. Of these: Koval M. L., Baymukanova L.K., Smirnova O.D., Tyuryubayeva R.B., Baygabylova G.E., Esenbekova B.S., Usenbayeva A.Zh., Ilyasova G.K., Kaysarbekova B.T., Bekseytova B.S., Kayrbekova A. S., Mambetova Zh. Z, Muzafarova E.A.

Teachers use active methods and innovative learning technologies in the process of learning activities. The College has established a system of improving qualification. During the reporting period, almost all teachers improved their skills at various levels.

Training of teachers of College is performed in accordance with the "Long-term plan of training of teachers of the College" using various organizational forms: courses in the center of training and retraining. The frequency of training corresponds to the current legislation. At the beginning of the school year, a long-term plan and schedule of professional development are drawn up; an order is issued to send teachers to courses that meet the specifics of the taught discipline.

The name of the category	2015-2016 academic year	2016-2017 academic year	2017-2018 academic year
Confirmation of the highest category	2	4	5
Assignment of the highest category	1	2	4
Assignment of the first category	2	1	2
Assignment of the second category	3	5	3
In total	8	12	14
Share of certified (%)	14,5	22	23

Table 2. Certification of teachers

The analysis of the qualitative structure of the teaching staff of the College showed a positive dynamics of growth of the professional level of teachers.

The main goal is to ensure the management and coordination of the educational process, methodological and professional activities of the teaching staff.

The scientific component of the educational process is important for improving the quality of training.

Scientific and methodological developments of teachers are reflected in the educational and methodical works published in various publications of the city.

Educational and methodical manuals developed by College teachers for the 2017-2018 school year

Table 5

№	Full name	The name of the training manual	Language of publication
1.	Ermakhanova T. T	Osimdiktanu paninen test zhinagy	Kazakh
2.	Zhynisova A.S.	Saulettik grafika bojnynsha testter zhinagy	Kazakh
3.	Aliyeva A.M.	Landshaft kyrylysyndagy mashina zhane mekhanizmdar paninen darister zhinagy	Kazakh
4.	Akhmetova M.K.	«Biologiya paninen test zhinagy»	Kazakh
5.	Makhambetov A.Zh.	«Taehkvondo» a distemelik nyskau	Kazakh
6.	Esenalin G.K.	Matematika paninen «Test zhinagy» orys tilinde	Kazakh
7.	Kylmatova Zh.Sh.	Matematika paninen test zhinagy (zhalgasy)	Kazakh
8.	Tuleubayeva G.K.	Educational and methodical manual "Research work of students"	Russian
9.	Moldakhmetova Z.M.	Test zhinagy Fizika paninen 2017-2018 oku zhylyna	Kazakh
10.	Alshynbayeva G.Zh.	«Akparatty ondeudin avtomattandyrylgan zhyjesi» paninen tazhiribelik zhyymstarday oryndaudyn adistemelik nyskauy	Kazakh
11.	Shaykhina A.B.	Texts for Translation on discipline: "English"	Russian
12.	Baybosynova S. E.	«XIX gasyrdagy kazak adebiyeti. Testter zhinagy»	Kazakh
13.	Nyrpejsova K.S.	«Ehkonomika negizderi pani bojnynsha daris zhinagy»	Kazakh
14.	Zhumabayeva S.T.	UMK on discipline " Fundamentals of Economics», UMK on discipline " Fundamentals of law»	Russian
15.	Omarova A.B.	Test zhinagy «Kazakstan territoriyasynda XIY-XV gasyrlarda omir syrgen memleketter»	Kazakh
16.	Zhusupbekova B.Zh.	"The comparative and comparative analysis of compound sentences in the Russian and Kazakh languages"	Russian
17.	Hakimov M.Zh.	«Kazak tilinen morfologiya salasy bojnynsha testter zhinagy»	Kazakh
18.	Sekerova B.A.	"Collection of dictations on Russian"	Russian
19.	Usenbayeva A.Zh.	Collection of tasks in discipline Economy of branch	Russian
20.	Baygabylova G.E.	Tamaktandyru kasiporyndarynda ondiristi yjymdastyru paninen darister zhinagy	Kazakh
21.	Baygabylova G.E.	Tamaktandyru kasiporyndarynda kyzmet korsetu yjymdastyru paninen darister zhinagy	Kazakh
22.	Koval M.L.	2 semester collection of laboratory works	Russian
23.	Smirnova O.D.	Collection of tests on educational practice "Bird"	Russian

It should be noted that the leadership of the College, heads of departments, personnel and educational device is working to improve the organization of personnel and educational work, selection and placement of personnel, strengthening of discipline, creating a healthy moral and psychological climate in the team.

The College uses the following forms of organization of professional development: short-term (at least 72 hours) - thematic, problem seminars, training seminars. Professional development is financed from the College budget.

Experts note the presence of the system of motivation for the teaching staff, stimulating the effective achievement of the goals. The formation of scientific and pedagogical staff is performed

training of masters of Science of the leading higher educational institutions of Kazakhstan. The College has a rating system.

For support of young teachers in college operates "The school of the young teacher". The task of the "School of the young teacher" are such questions, as: acquaintance with requirements for drawing up the planning documentation (educational and working programs, calendar and thematic plans, journals of theoretical training, plans of works, the passport of an office); demonstration of creative works of skilled teachers of college; a conversation about some recommendations about the equipment and technique of carrying out a modern lesson; a technique of use of information and communication technologies at lessons of theoretical training; organization and carrying out professional practice. High level of professional competence of teachers provides representative office of college in various actions of Department of education, Akimat of Astana, the Republican scientific and methodical center of development of technical and professional education, etc. The management of college pays much attention to practical activities of teachers in the field of the specialization, by their involvement to development of the practical, educational and methodical manuals; to improvement of an educational and methodical complex.

At the same time, experts note the need to monitor the professional activities of teachers, including the assessment of professional competence.

In General, the analysis of the teaching staff of College indicates the desire of the team to improve the quality of College.

The survey of teaching staff conducted during the visit of the EEC NAAR, showed that the College fully provides pedagogical staff with innovations in education; most teachers are satisfied with the level of feedback from the leadership (100%), while there is also a complete lack of dissatisfaction with the support of teachers from the leadership of their research activities.

The strengths are:

- working load of the teacher includes different types of activity;
- Availability of mechanisms to stimulate professional and personal development of teachers and employees;
- Selection of personnel based on the analysis of the needs of educational programs;
- Participation of the teaching staff in the life of society.

The Board recommends:

- To expand the mechanisms of training of teachers in special disciplines at enterprises;
- To continue work on improving the IT competence of the teaching staff, as well as to expand the innovative methods and forms of training;
- To ensure transparency of monitoring the satisfaction of the teaching staff.

The institutional profile of College according to this standard contains 8 strong positions, 4 satisfactory and 1 suggests improvement.

5.5 Standard « Students »

The formation of students in the state enterprise "College of Economics, technology and standardization of food manufacturing» is based on the request of regional employers. However, the format of training implies their successful application in any region of the country. For formation of the contingent of students entrants is carried out on the basis of the Resolution No. 130 of January 19, 2012 (with changes and additions).

The contingent of students of full-time and part-time forms of education is formed by graduates of secondary schools of Astana and the region. The College is systematically working on professional adaptation. "Open Day" and other events are held for school graduates.

Table 7. The admission of specialties for the last 3 years

Academic year/ Specialty	2015-2016 academic year	2016-2017 academic year	2017-2018 academic year
1226000 «Technology and organization of food manufacturing enterprises»	53	53	78
0507000 "Organization of service of hotel facilities"	27	50	-
1508000 «Forestry, landscape and garden construction»	25	50	50
1218000 «Equipment for food industry enterprises»	26	50	25
0508000 "Catering services"	25	25	25

The training part forms the academic groups in the field and language training. Each academic group is assigned an identification code consisting of the alphabetic abbreviation of the name of the specialty, on the basis of what class, course and sequence number of the group. During the entire period of training changes the number, denoting the course.

For adaptation of students orientation week is held, an introductory lesson about the system of knowledge assessment, the rules of translation and evaluation, acquainted with the departments, the rules of the order and the Statute of College, the code of corporate culture and College circles, and student self-government organizations, with the mode of the library, user instructions reading rooms and subscription, electronic information search system. The formation of academic groups is performed on the basis of the order of the Director of the College (№78 from September 02, 2017). The College has a system of internal monitoring of the quality of knowledge, systematic questioning of students. The financial incentive to improve the quality of knowledge is a scholarship for students of honors and good students.

The contingent of students on OP is formed from groups in which training is conducted in the state, Russian languages in full-time and correspondence form of training. As of April 27, 2018, 553 people are enrolled in the College, including 115 full-time students. Occupancy of the academic groups shall be formed in accordance with Standard rules of activity of the organizations of technical and vocational education, approved by the decree of the government of the Republic of Kazakhstan dated May 17, 2013 No. 499.

Table 6 Contingent of specialties for the last 3 years

Academic year/ Specialty	2015-2016 academic year	2016-2017 academic year	2017-2018 academic year
1226000 «Technology and organization of food manufacturing enterprises»	234	270	270
0507000 "Organization of service of hotel facilities"	52	100	97
1508000 «Forestry, landscape and garden construction»	187	206	214
1218000 «Equipment for food industry enterprises»	47	87	107
0508000 "Catering services"	60	78	104

The college creates to students all conditions necessary for effective development of the chosen educational program according to their interests and requirements, providing with appropriate resources (library, consulting, information, etc.). At the same time the college controls quality of development of educational programs by students according to the established criteria and provides continuous monitoring and improvement of the provided educational services. Special attention is paid to formation of future experts, as in professional and personal plans.

Much attention is paid to the student science is the Olympic Olympiad, scientific conference, college, regional, national and international scale. The results of the achievements of the learners report to different kind of conferences. Many students participate in Amateur art, showing their talents in dance, music, singing and theater. A special action plan has been developed for the work and support of gifted students in the College.

Students of technical specialties pass the following types of practice: educational practice, technological and undergraduate. Do practical training on the basis of the contract in the basic enterprises of the city of Astana. In college as practical bases for performing production, professional approved companies with whom contracts were signed during the period 2016-2018: Astana Association of chefs (OYuL and SP), The St.Regis Astana Hotel, Royal Comfort Hotel Astana LLP of Sputnik-Service-2007 LLP of KING HOTEL ASTANA, Kafe Coffee Boom, LLP Trapeza-Kazakhstan, LLP Travel Inn hotel, Karavella Tur LLP, G-Empire Hotel LLP, Zhei Kazyna LLP, The St.Regis Astana Hotel, restaurant ZEYD complex of ASSorti Astana LLP; Insar Astana LLP, Astana ormany LLP, Zhasyl aymak LLP, JSC Zelenstroy Astana; A.Zh. "Liga bar", IP Nour-Bai, Ambrella ð, IP LLP Toksan", Enbek Altyn zher LLP, KAZ ITALIAN FOOD LLP, Canteen Service Company LLP, IP Adyrbek Aliya Ikramkyzy of Karamel cafe, LAKERDA LLP, Arka-ST LLP, Altyn Gasyr 2002 LLP, Akku LLP, IP SABOOFOOD, Mang Bazis LLP, Three-copecks Piece Uya Restaurant, IP Izbushka, Insar-Astana LLP, Private Beweerling LLP, Kadam NS LLP, Altyn Gasyr 2002 LLP, Magas-and LLP, October Fest LLP, Green LLP, IP Bastau, IP Arna, ARKA ST LLP, JSC MAA, Master CC LLP, RED VILLAGE, Volozhanin LLP LLP, SansitiTekhService LLP, IP Satti project.

The College pays special attention to its graduates. In College is constantly improving the mechanism of constructive interaction of student self-management with the administration of the College through the participation of representatives of student self-government in the activities of Advisory bodies, in the preparation of documents relating to strategically important decisions for College, the problems of student life. In addition, graduate students annually participate in the "Job Fairs" held by College, the center for the development of youth initiatives, the Department of entrepreneurship, the Department of employment and social programs.

The employment opportunities for graduates are discussed with the heads of enterprises and agencies dealing with employment and social security issues. In College, the head of the Department deals with the employment of graduates. Also, the issues of employment control are assigned to the heads of groups, who periodically provide the head with information about the place of work and employment.

College works in close connection with the state institution «Department of employment, social programs and registration of acts» Monitoring of employment and professional activities of graduates is performed through a survey, telephone calls, providing certificates of employment or study.

Employment of graduates

№	Name of specialty, qualification	2014-2015 academic year			2015-2016 academic year			2016-2017 academic year			2017-2018 academic year		
		In total	employed	%	In total	employed	%	In total	employed	%	In total	employed	%
1	1226000 «Technology and organization of food manufacturing enterprises»	34	30	88,2	34	32	94,1	48	43	89,5	15	12	80
2	1508000«Forestry, landscape and garden construction»	34	20	58,8	33	23	69,6	36	29	80,5	18	12	66,7

3	0507000 "Organization of service of hotel facilities"										24	23	95,8
4	0508000 "Catering services"										28	28	100
5	1218000 «Equipment for food industry enterprises»										13	13	100

The employment indicator in 2017 was 85%, and in 2018 - 100%. Employment level is "sufficient".

On all graduates the databank about their distribution including the following information is formed: the name, the address of the organization in which the graduate and also an estimated position is distributed. Monitoring of employment is carried out on the basis of collecting and the analysis of the confirming references.

For prevention of offenses and other problems with students, for their parents "Open Days" are organized and consultations are held.

In college functions "KDM". In college the anti-corruption commission is created, the plan of work is made. The main preventive measures are directed to anti-corruption. On November 29, 2017 in college class hours on the subject "Fight against Corruption — everyone's business" have performed in all groups, on February 27, 2018 a class hour on the subject: "Respectability and the academic honesty" have spent according to the plan of Department of the agency of the Republic of Kazakhstan for public service and to anti-corruption in Astana.

The results of the survey indicate that the vast majority of students (100%) are satisfied with the level of implementation of OP strategies, the overall quality of educational programs and teaching methods in general. 100% are satisfied with the quality of services provided in libraries, reading rooms, existing educational resources, availability of computer classes, Internet resources, fairness of exams and College certification.

The strengths are:

- The opportunity for students to undergo practical training in the specialty and to monitor the satisfaction of students, business leaders - places of practice and work;
- Availability of the feedback system, including the operational presentation of information on the results of the assessment of knowledge of students.

The Board recommends:

- To provide within the framework of the training program the assignment of working qualifications for accredited specialties;
- To expand the independence of the student organization, through participation in the Pedagogical Council and other collegial bodies of management.

The institutional profile of the College according to this standard contains 1 strong position, 6 satisfactory and 1 position suggests improvement.

5.6 Standard «Finance»

The College has its own balance sheet, Bank account, form of ownership– state. The College is financed from the national and local budgets.

The formalized policy of financial management is reflected in the accounting policy of College, which is formed on the basis of the principles of business continuity, consistency, accrual and other principles provided by the accounting system. Accounting is carried out according to the program 1C, international financial reporting standards (IFRS). In the field of financial and tax accounting, internal control and audit, the College is guided by the law "On accounting", the tax Code of Kazakhstan, the Labor Code of Kazakhstan, the Civil Code of Kazakhstan, the Law "On education", The College Charter, accounting standards, guidelines for the accounting system, orders, College orders and other regulations.

The financial statements of the College includes the accounting balance sheet, statement of cash flows, statement of revenues and expenditures and the Declaration for the corporate income tax and is available at the end of the financial year in the Management of state revenues.

The College budget is designed and approved for the effective use of financial resources and implementation of the development strategy. The distribution of funds and the formation of tangible assets are carried out in accordance with the strategic plan of College. The activities envisaged in the plan are aimed at improving the economic efficiency of College and providing the necessary financial and material resources. In College there is also a year-long growth of funds allocated for the replenishment of material and financial assets, providing conditions for quality education.

The financial activities of the College are aimed at the effective allocation of financial and material resources to provide quality services in the field of vocational education in accordance with the mission and Strategic plan of the College.

The mechanism of coordination of strategy and management of financial resources in College includes:

- Formation of the draft of the cash budget for 5 years, 3 years and 1 year
- estimating of expenses for various actions
- Definition of price policy on the basis of education market studying
- Choice of accounting policies
- Account, control and analysis of financial resources
- Preparation of reporting data
- Internal audit.

Key financial performance during 2015-2020 is presented in the table 10 "Key indicators".

Table 10 (one thousand tenges)

Name of indicators	2015 (fact)	2016 (fact)	2017 (fact)	2018 (plan)	2019 (plan)	2020 (plan)
Income, total	236142	375680	327308	350637	399031	426963
Income from the main educational activities for training specialists in the state educational grant	231859	367565	317777	340439	388119	415287
Income from basic educational activities for training specialists on a paid basis	4283	8115	9531	10198	10912	11676
Expenses:	246701	375680	327202	350637	399031	426963
Including: Cost of sales (provision of educational services)	0	71283	199674	133603	166805	178481
General and administrative expenses	246701	295577	130081	217034	232226	248482
Other expenses	0	8840	0	0	0	0

Income from the main educational activities for training specialists in the state educational grant is formed at the expense of financial revenues from the National budget. Income on the primary educational activity on training of specialists on a paid basis is formed due to rendering services on a paid basis at the cost, approved by the Resolution of Akimat of the city of Astana No. 107-1207 from 6/9/2017 of year.

The dynamics of income from the main activities for the training of specialists in the state educational grant for the period 2015-2020 is presented in the graph 1 «Financial receipts». Chart 1, thousand tenge.



As can be seen in the graph, the dynamics of financial receipts for the period 2015-2010 is positive, which indicates a stable flow of funds.

Every year the College allocates funds for the renewal, expansion of the material base. For the purchase of computers and multiplying equipment, software and equipment for classrooms, financial resources are allocated according to the plan of re-equipment and introduction of new training technologies.

The college provides transparency of distribution of the budget. Distribution of financial means is carried out according to the approved estimate of expenses where all actions provided in the Development strategy of College - dynamics of growth, the recruited contingent. Execution of the planned expenses is carried out within the arriving revenues of College.

Expenses on repair work are presented as a type of expenses on current and capital repairs.

Expenses on capital repairs are capitalized as a part of assets which were subject to repair. Expenses on maintenance are reflected in structure of the report on comprehensive income.

The amount and dynamics of repair costs for the period 2015-2020 are presented in table 6.7 "Repair work" and in figure 7

Table 16 (thousand tenge)

Name of indicators	2015 (fact)	2016 (fact)	2017 (fact)	2018 (plan)	2019 (plan)	2020 (plan)
Repair work (capital and current)	6500	82899	4000	10107	9000	152245

Chart 7 (thousand tenge)



As can be seen from the table and the schedule in 2016, major repairs of buildings were carried out. Further in 2020 it is also planned to perform major repairs of buildings and structures.

The cost of acquisition of fixed assets includes furniture, computer and techniques.

The expenses for the payment of students are presented in the form of scholarships, travel and compensation payments. All expenses for students are reflected in the cost of educational services.

The expenses for the payment of students for the period 2015-202 years are presented in table 6.6 "Payments to students".

Table 15 (thousand tenge)

Name of indicators	2015	2016	2017	2018	2019	2020
Payments to students	77666	105452	112178	118585	126886	135768

Dynamics of expenses on payments to students during 2015-202 years is presented on schedule 6 "Payments to students".

Chart 6 (thousand tenge)



As can be seen on the graph, the dynamics of spending on payments to students has a positive trend, as it is adjusted with financial receipts

The experts noted that the analysis of the financial activities of College showed that financial resources were managed through the analysis of cash flows, efficiency and risks of financial in-

vestments and the use of appropriate methods. The financial condition of College is stable and contributes to the further development of College. At the same time, *experts* note that College is poorly established analysis of financial risks and mechanisms for their prevention.

The strengths are:

- Availability of short-and medium-term plans;
- Transparency of the planning of the annual budget of College;
- Rational methods of financial reporting.

The Board recommends:

- To develop mechanisms to attract investment to the College of leading enterprises in the region;
- develop a strategic plan for the financial development of College, taking into account the receipt of extrabudgetary funds.

The institutional profile of College according to this standard contains 2 strong positions, 5 –satisfactory and 1 assumes improvement.

5.7 Standard "Resources: material and information"

In order to ensure the quality of education of future professionals is constantly improving the material and technical base of College. The priority direction in the educational policy of College of Economics, technology and standardization of food manufacturing is the constant improvement of conditions for the organization of the educational process and leisure of students. For this purpose, the material and technical base is developed through the purchase of equipment, educational literature.

In College, systematic work is performed to create the most favorable conditions for the quality of educational services, as well as the creation of necessary conditions for personal development and education of students.

All rooms are equipped in accordance with the requirements of the subjects. The audit Fund includes 12 classrooms, 2 laboratories, 1 library.

In offices there is equipment, TSO.

The building of College has academic building design capacity on 397 seats.

Table 19 General characteristics of buildings

No	housing	Year of commissioning	Building volume m3	Building area m2
1	Academic building No. 1	1956	2374	551,9
2	Academic building No. 2	1956	1478	352,2
3	Greenhouse	2013	763,2	108
4	Workshop	2017	75	30
	Total:		4 690,2	1 042,1

The total area of College land is 0,5843 hectares.

College classroom Fund allows you to organize the educational process and ensure the implementation of standards.

To conduct training sessions in College there are offices of them;

General education offices-6 units.

Offices of General and special disciplines-5 units.

Laboratories-2 units.

Workshops-1 unit.

For practical training in College created specialized classrooms and laboratories, which have all the necessary conditions for work.

The College rents the gym of GKPP the Palace "Zhastar" contract № 47 from March 14, 2017 year.

The College has summer equipped sports ground and all necessary sports equipment.

On the 1st floor of the 2nd building is a medical center, has a license for the number 13001044 from January 29, 2013 year. (Appendix 7.2). Its complex includes

- Primary health care.
- First aid.

The number of staff members of the medical office 1 person.

An important indicator of the state of information technology in College is the qualitative and quantitative composition of computers. At the moment, the number of computers in College is 120. The main task remains the further development and replenishment of modern personal computers and laptops, as well as their systematic maintenance and updating.

Figure 1. Dynamics of computer equipment provision in the context of the number of students for the period from 2014 until 2018



One of the structural divisions of College is the library, located on the 1st floor of the academic building with the total area of 79.7 sq meters, has a reading hall for 24 seats, with a total area of -30,85 sq.m, book-depository – 28 square meters.

Currently, the total Fund of the library is 24339 units, including educational, methodical and scientific literature, of which 10614 copies are in the state language (38 units per student). The following elements of the information management system are developed and used: - "MARC SQL 1.5" which is intended for introduction of documentation and an electronic card file of library of college.

Receipt of the educational Fund:

№	Academic year	Educational literature in the state language of education	Educational literature in the Russian language of study	Teaching materials in the state language of education	Teaching materials in Russian language of education
1	2015-2016	288	276	-	3
2	2016-2017	211	237	2	3
3	2017-2018	318	395	2	2

For service of readers in library necessary conditions are created. Service of readers is conducted on the subscription and in the reading room. Total of readers – 753, from them students – 693.

Demand and the need for material resources on each specialty are considered at TsMK meetings. Equipment of material, information resources annually joins in the plan and is recommended for a statement by the finance director of college.

Results of questioning of students, EEC NAAR which is headed during the visit, has shown that more than 100% are satisfied with availability of library resources, computer classes and the Internet of resources. Practically all respondents are completely satisfied with support by training materials in the course of training.

The strengths are:

- Technological support of students and teaching staff in accordance with the programs and intellectual needs,
- Transparency of information on complaints.

The Board recommends:

- To bring in compliance with modern requirements and sanitary and epidemiological standards of the audience, laboratories and other facilities;
- provide academic access to students to personalized interactive resources to obtain relevant information on educational programs, professional orientation and self-assessment of knowledge;
- to improve the web resource (site) of the College in terms of placement of adequate and objective information about the teaching staff, educational programs and activities of the organization;
- to continue work on the development of electronic and educational manuals with the assignment of copyright;
- To fill up the book Fund of educational, methodical and scientific literature in the state language.

The institutional profile of College according to this standard contains 3 strong positions 10 satisfactory positions and 5 positions suggest improvement.

REVIEW OF STRENGTHS

1 standard «Vision, mission and strategy»

- Adequacy of the mission and strategy to the available resources needs of the labor market and educational policy of Kazakhstan;
- Involvement of teachers in the process of making management and strategic decisions;
- Knowledge of interested persons of the content of a mission and strategy and processes of their formation.

2 standard «Management and management»

- Availability of documents on the organizational structure and management of College;
- Clear definition of responsible for business processes;
- Openness and accessibility of managers and administration to students, teachers and parents.

3 Standard «Educational programs»

- Availability of effective functioning of the system of individual assistance and counseling students on the educational process;
- The presence of various activities, the content of which should contribute to the development of professional competencies of students, taking into account their personal characteristics.

4 Standard «Teaching staff and effectiveness of teaching»

- Working load of the teacher includes different types of activity;
- Availability of mechanisms to stimulate professional and personal development of teachers and employees;
- Selection of personnel based on the analysis of the needs of educational programs;
- Participation of the teaching staff in the life of society.

5 Standard «Students»

- The opportunity for students to undergo practical training in the specialty and to monitor the satisfaction of students, business leaders-places of practice and work;
- Availability of the feedback system, including the operational presentation of information on the results of the assessment of knowledge of students.

6 Finance «Standard»

- Availability of short-and medium-term plans;
- Transparency of the planning of the annual budget of College;
- Rational methods of financial reporting.

7 Standard « Resources: material and information»

- Technological support of students and teaching staff in accordance with the programs and intellectual needs,
- Transparency of information on complaints.



REVIEW OF THE RECOMMENDATION ABOUT DEVELOPMENT OF COLLEGE

1. Standard «Vision, mission and strategy»

- To coordinate a clearer mission taking into accounts the current achievements of College and the prospects for its development;
- Continue to work on further improvement of the strategy with the participation of employers and social partners;
- To finish model of the graduate of educational programs taking into account the competences provided in OP and the national Qualifications Framework of Kazakhstan according to the mission of college.
- To improve and develop mechanisms for planning and evaluating the satisfaction analysis and mechanisms for addressing deficiencies found in the analysis.

2. Standard «Management»

- To develop mechanisms for the analysis of the educational process through the systematization of reporting documents in the areas of the strategic plan of College;
- To carry out the analysis of the revealed discrepancies and to make corrective and preventive actions;
- To include in the composition of the collegial bodies of representatives of interested persons, in particular, to enter into the Pedagogical Council of the social partners of students.
- To provide the possibility of implementing an internal quality of management system in College.

3 Standard «Educational programs»

- To develop stages of implementation of working specialties on qualifications
- To bring the plans for the development of educational programs in accordance with the strategic plan of College (in particular, the timing of the activities);
- To create conditions for the introduction of integrated language learning in the process of teaching special subjects in English;
- To involve employers and stakeholders in the development of educational programs and ensuring their quality;
- To attract practitioners and determine the proportion of special subjects taught by them;
- To consider the possibility of transferring laboratory and practical training to the field of enterprises in order to better training.

4 Standard «Teaching staff and effectiveness of teaching»

- To plan the mechanisms of training of teachers in special disciplines at enterprises;
- To continue work on it competence of the teaching staff members, the use of innovative methods and forms of training;
- To include representatives of the scientific community of Astana in the expert Council;
- To monitor the satisfaction of the teaching staff.

5 Standard «Students»

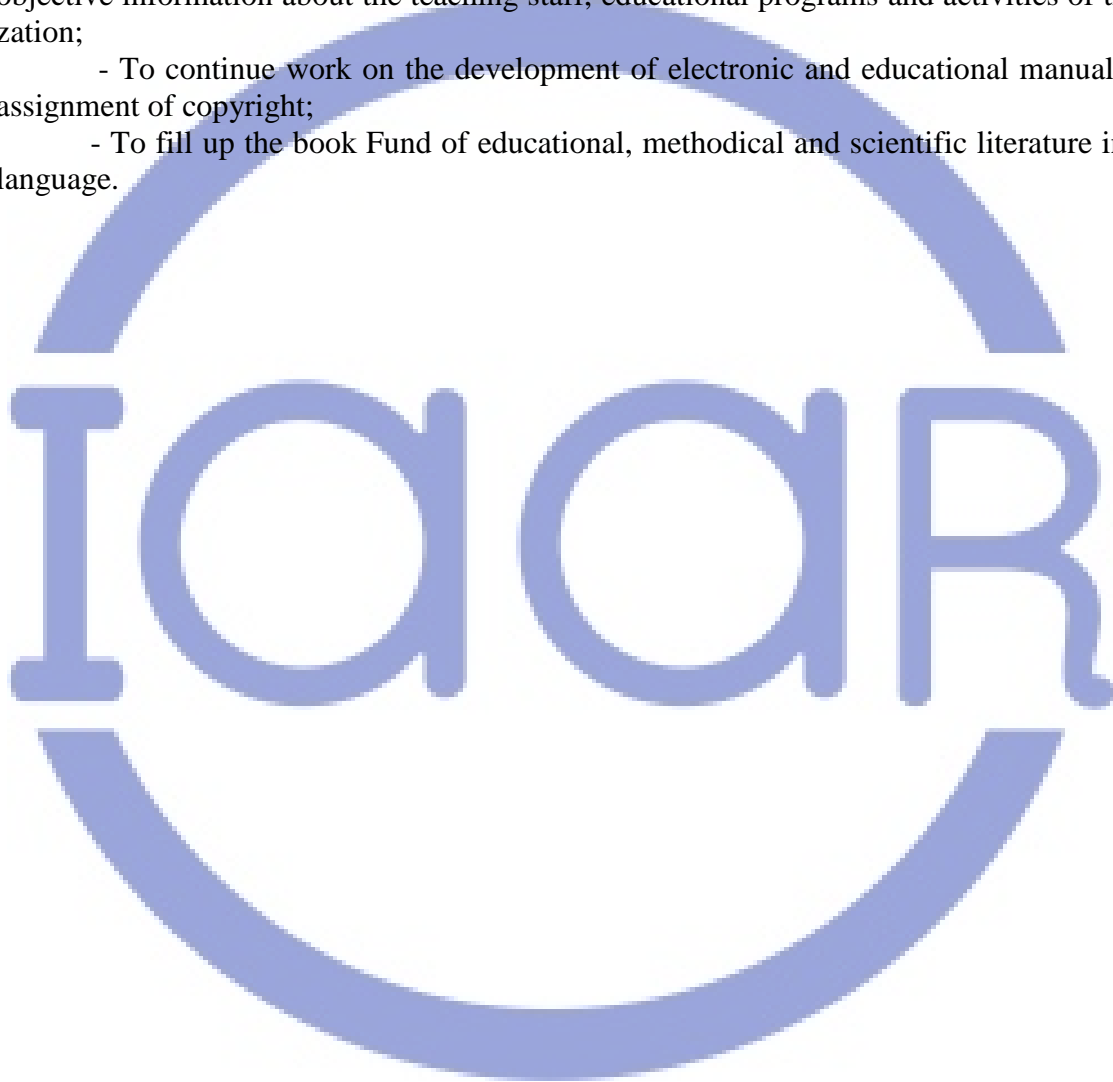
- To create a College Board of Trustees in accordance with the order of the MON RK "On approval of the Standard rules of the Board of Trustees and the order of its election in educational institutions" from 27.07.2017 year № 355
- To provide the assignment of working qualifications for accredited specialties in the training program;
- To expand the independence of the student organization, through participation in the Pedagogical Council and other bodies of management.

6 «Finance» Standard

- To develop mechanisms to attract investment in College of leading enterprises of the region;
- To develop a strategic plan for the financial development of College, taking into account the receipt of extrabudgetary funds.

7 Standard «Resources: material and information»

- To bring in compliance with modern requirements and sanitary and epidemiological standards of the audience, laboratories and other facilities;
- To provide academic access of students to personalized interactive resources to obtain re-levant information on educational programs, professional orientation and self-assessment of knowledge;
- To improve the web resource (site) of College in terms of placement of adequate and objective information about the teaching staff, educational programs and activities of the organization;
- To continue work on the development of electronic and educational manuals with the assignment of copyright;
- To fill up the book Fund of educational, methodical and scientific literature in the state language.



THE PARAMETERS OF THE INSTITUTIONAL PROFILE

Conclusion of the institutional accreditation Commission

The state municipal enterprise

«College of economics, technology and standardization of food manufacturing»

№ п/п	Criterion for evaluation	Position of the organization of education			
		strong	Satisfactory	Suggests improvement	Unsatisfactory
Standard «Vision, mission and strategy»					
1	The organization of technical and vocational education demonstrates the development of mission, vision and strategy based on the analysis of the real positioning of the organization of education and their focus on meeting the needs of the state, interested persons and students		+		
2	The organization of technical and vocational education should demonstrate the individuality and uniqueness of the mission and strategy		+		
3	The organization of technical and professional education has to provide adequacy of a mission, vision, strategy to the available resources (including financial, information, to personnel structure, material and technical resources), to requirements of labor market and educational policy of RK	+			
4	The organization of technical and vocational education should involve representatives of groups of stakeholders, including students, teachers and employers in the formation of the mission, vision, strategy		+		
5	Organization of technical and vocational education demonstrates transparency of the processes of formation of the mission, vision, strategy		+		
6	Organization of technical and vocational education provides stakeholders with information on the content of the mission and the strategy and processes of their formation		+		
7	The organization of technical and vocational education should determine the mechanisms for the formation and regular review of the mission, vision, strategy and monitoring of their implementation		+		
8	Vision, mission and strategies must be agreed among themselves.		+		
9	The organization of technical and vocational education performs the processes of strategic, tactical and operational planning and resource allocation in accordance with the vision and mission		+		
10	The organization of technical and professional education systematically collects, accumulates and analyzes information on the activity and performs a self-assessment in all directions, on the basis of development and deployment of processes of measurement, the analysis for assessment of success of realization of strategy of the TIPO organization through such indicators as "effectiveness" and "efficiency"			+	
11	On the basis of the strategy of the organization of technical and vocational education should develop documents specifying its specific		+		

	areas of activity and processes				
TOTAL 11		1	9	1	
Standard "LEADERSHIP AND MANAGEMENT»					
12	Management of the TIPO organization has to include:				
12.1	operation management through processes	+			
12.2	planning, development and continuous improvement mechanisms		+		
12.3	risk assessment and identification of ways to reduce these risks			+	
12.4	monitoring, including the establishment of reporting processes		+		
12.5	analysis of identified discrepancies, implementation of the developed corrective and preventive actions			+	
12.6	analysis of the effectiveness of changes			+	
12.7	evaluation of the performance and effectiveness of the units and their interaction		+		
13	The TIPO organization has to provide compliance of the structure of the development strategy of the TIPO organization		+		
14	The TIPO organization has to provide existence of documents on organizational structure and management of the TIPO organization	+			
15	In the TIPO organization all main business processes have to be documented		+		
16	The TIPO organization has to show accurate definition responsible for business processes, unambiguous distribution of functions of personnel, differentiation of functions of collegial bodies		+		
17	The TIPO organization has to provide existence of system of informing and feedback		+		
18	The TIPO organization has to establish frequency, forms and methods of assessment of activity of collegial bodies and structural divisions, the top management		+		
19	The TIPO organization has to provide management of educational process through management of separate educational programs		+		
20	The TIPO organization has to show successful functioning of internal system of ensuring quality of the TIPO organization		+		
21	Important factor is existence of the certified quality management system and its continuous improvement			+	
22	Important factor is existence of information systems and databases, use of the Internet for informing, existence of the portal and/or the Internet of the website		+		
23	Important factor is participation of representatives of interested persons (employers, teachers, students) as a part of collegial bodies of management		+		
24	The TIPO organization has to show mechanisms of resolution of conflicts of interests and the relations, by means of availability of information on observances/violations and existence of system of feedback, consideration in governing bodies, effective activity of disciplinary bodies and motivational system		+		
25	The TIPO organization has to measure the degree of satisfaction of needs of faculty, staff, and students and to demonstrate evidence of deficiencies detected in the framework of the measurement process		+		
26	The TIPO organization has to show proofs of openness and availability of heads and administration for students, teachers, parents (blogs on the website of the organization of education, official reception hours on private matters, e-mail communication, etc.).		+		
TOTAL 21		2	15	4	
Standard "EDUCATIONAL PROGRAM»					
27	The TIPO organization must provide evidence of the participation of the teaching staff and employers in the development and manage-		+		

	ment of educational programs, ensuring their quality				
28	The TIPO organization has to determine the content, volume, logic of studying of subject matters	+			
29	The TIPO organization has to show influence of disciplines on formation at the studying basic and professional competences, skills and blocks of knowledge	+			
30	The TIPO organization has to show logic of drawing up curricula and programs of training	+			
31	The list and content of disciplines should be available to students. Disciplines should cover all relevant issues comprehensively		+		
32	The structure of the educational program should provide for various activities, the content of which should contribute to the development of professional competencies of students, taking into account their personal characteristics	+			
33	The TIPO organization has to provide equal opportunities to students, including regardless of training language		+		
34	Important factor is the renewability taking into account the interests of employers of the educational programs aimed at the development of professional skills		+		
35	The educational equipment and software used for development of educational programs have to be similar applied in the relevant branches and meet safety requirements at operation		+		
36	The TIPO organization has to show efficiency of the regular analysis of sufficiency and the present, available educational programs of resources			+	
37	The TIPO organization has to attract practitioners to implementation of educational programs and define a share of the disciplines taught by them		+		
38	The TIPO organization has to provide objectivity of assessment of knowledge and degree of formation of basic and professional competences of students, transparency and adequacy of tools and mechanisms of their assessment	+			
39	The TIPO organization has to provide the mechanism of internal assessment of quality and examination of educational programs and also feedback for their improvement		+		
40	The TIPO organization has to provide availability to students of the greatest possible number of the structured, organized information on disciplines: for example, presentation materials, abstract of lectures, obligatory and additional literature, practical tasks etc.		+		
41	Important factor is introduction and efficiency of active methods of training and innovative methods of teaching	+			
42	The TIPO organization has to provide existence and effective functioning of system of the individual help and consultation of students concerning educational process		+		
TOTAL 16		6	9	1	
The standard "TEACHING STAFF AND TEACHING EFFECTIVENESS»					
43	The TIPO organization has to provide compliance of pedagogical staff to qualification requirements and specifics of the educational program	+			
44	The TIPO organization has to show staff recruitment on the basis of the analysis of requirements of educational programs	+			
45	The TIPO organization has to show availability to the public of information about pedagogical staff		+		
46	The TIPO organization has to show respect for the principle of availability of the management and transparency of all personnel procedures	+			

47	The TIPO organization has to provide monitoring of activity of pedagogical staff, systematic assessment of competence of teachers, complex assessment of quality of teaching	+			
48	Working load of the teacher has to include different types of activity	+			
49	The TIPO organization has to show proofs of performance by teachers of all types of the planned loading	+			
50	The TIPO organization has to show existence of system of professional development, professional and personal development of pedagogical staff and administrative and managerial personnel	+			
51	The TIPO organization should provide targeted actions for the development of young teachers and the formation of personnel reserve		+		
52	The TIPO organization has to provide monitoring of satisfaction of pedagogical staff			+	
53	The TIPO organization has to show the involvement of pedagogical staff into practical activities in the field of specialization		+		
54	The TIPO organization has to show IT competence of members of pedagogical staff, application of innovative methods and forms of education		+		
55	Important factor is participation of pedagogical staff in life of society	+			
TOTAL 13		8	4	1	
Standard «STUDENTS»					
56	The TIPO organization has to show policy of formation of the contingent of students and transparency of her procedures		+		
57	The TIPO organization should provide an opportunity for students to undergo industrial training and professional practice in the specialty/qualification and monitor the satisfaction of students, heads of enterprises-places of practice and employers	+			
58	An important factor is the possibility of professional certification of students in the learning process			+	
59	An important factor is the availability of support for gifted students		+		
60	The TIPO organization should make the maximum amount of effort to ensure the employment of graduates and maintain contact with graduates		+		
61	An important factor is the monitoring of employment and professional activities of graduates		+		
62	The TIPO organization has to create the mechanism of monitoring satisfaction of students with activity of the TIPO organization		+		
63	The TIPO organization should demonstrate the functioning of the feedback system, including the operational presentation of information on the results of the assessment of knowledge of students		+		
TOTAL 8		1	6	1	
Standard «FINANCE»					
64	The TIPO organization has to show coherence of the development strategy and management of financial flows in the TIPO organization		+		
65	The TIPO organization has to show planning of the budget of the TIPO organization, existence of short-term and medium-term plans		+		
66	The TIPO organization has to show existence of the formalized policy of financial management: report on cash flow, report on changes in equity		+		
67	The TIPO organization has to show existence of system of internal audit and results of regular carrying out external, independent audit		+		
68	The management of TIPO has to prove financial stability and viability of the organization of education		+		
69	In the TIPO organization there has to be a mechanism of assessment			+	

	of adequacy of financial security of different types of its activity				
70	The TIPO organization has to provide transparency of distribution of the budget and its efficiency	+			
71	In the TIPO organization has to be an effective mechanism of financial statements	+			
TOTAL 8		2	5	1	
Standard "RESOURCES: MATERIAL AND INFORMATION"					
72	The TIPO organization has to show compliance of infrastructure to specifics of her activity. Audiences, offices, laboratories, the communication and computer equipment and other rooms have to conform to modern requirements			+	
73	The TIPO organization has to hold assessment of dynamics of development of material resources and information support, efficiency of results of assessment for adjustment in planning and distribution of the budget		+		
74	In the TIPO organization a training environment which enters has to be created				
74.1	technological support of students and pedagogical staff according to programs (for example, online training, modeling in a class) and to intellectual inquiries (databases, programs of the analysis of data)	+			
74.2	the academic availability – students have access to the personified interactive resources (available also in nonlearning time) and also to training materials and tasks, the possibility of a trial self-assessment of knowledge of students through remote access to the portal (website) of the TIPO organization is also provided				+
74.3	the academic consultations – are available the personified interactive resources which help students to plan and carry out the academic programs				+
74.4	vocational guidance – students have access to the personified interactive resources assisting in the choice and achievement of career ways				+
74.5	the necessary number of the audiences equipped with modern technical means of training: educational laboratories, modern educational and training grounds equipped with the modern equipment, meeting the realized educational programs, sanitary and epidemiologic standards and requirements				+
74.6	necessary quantity of computer classes, reading rooms, multimedia, language and methodical laboratories, number of seats		+		
74.7	book fund, including fund of educational and methodical literature on paper and electronic media, periodicals in a section of languages of training		+		
74.8	free access to educational Internet resources		+		
75	The TIPO organization has to define extent of introduction of information technologies in educational process, carry out monitoring of use and development of innovative technologies of training by members of pedagogical staff, including on the basis of ICT		+		
76	The TIPO organization has to show existence of the web resource reflecting a mission, the purposes and tasks of the TIPO organization, efficiency of his use for improvement of activity of the organization education				
76.1	existence of adequate and objective information on pedagogical staff on the portal (website) of the TIPO organization		+		
76.2	transparency of complaints handling information		+		
76.3	placement on the portal (website) of the TIPO organization of full objective information on activity of the organization	+			
76.4	placement on the portal (website) of the TIPO organization of exter-		+		

	nal publications (quotes, references) about realization by the TIPO organization of a mission, the purposes and tasks				
76.5	use of information networks for informing the public		+		
77	Important factor is copyright compliance of educational and methodical providing in open access		+		
78	Important factor is creation of conditions for development and use of information and communication technologies by workers, pedagogical staff and students in educational process and activity of the TIPO organization	+			
TOTAL		3	10	5	
TOTAL IN GENERAL		23	58	14	

