



INDEPENDENT AGENCY FOR
ACCREDITATION AND RATING

STANDARDS

OF INSTITUTIONAL ACCREDITATION
OF ORGANIZATIONS OF THE TECHNICAL
AND VOCATIONAL EDUCATION

Astana 2015

INDEPENDENT AGENCY FOR ACCREDITATION AND RATING

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Independent agency for
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These Standards define the requirements for the preparation, organization and implementation of the procedure for institutional accreditation of organization of Technical and Vocational Education, regardless of its status, organizational and legal form, departmental subordination and form of ownership.

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Foreword

1 **DEVELOPED AND INTRODUCED** by the Non-Profit Institution "Independent Agency For Accreditation and Rating."

2 **APPROVED AND PUT INTO EFFECT** by the order of the Director of the Non-Profit Institution "Independent Agency for Accreditation and Rating" as of March 14, 2012 no. 06-OD (with amendments and additions as of June 1, 2015).

3 This Standard implements provisions of the Law of the Republic of Kazakhstan "On Education" as of July 27, 2007 no. 319-III.

4 **SECOND EDITION**

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STANDARDS OF INSTITUTIONAL ACCREDITATION OF ORGANIZATIONS OF TECHNICAL AND VOCATIONAL EDUCATION

1. Applicable scope

1.1 These standards determine the requirements to the organization and conduct of institutional accreditation of organizations of the technical and vocational education (hereinafter - TVE).

1.2 These standards are used during the institutional accreditation procedure of the technical and vocational education organization regardless of its status, legal corporate form, institutional subordination and form of ownership.

1.3 These standards may also be used by organizations of technical and vocational education for the internal self-assessment and development of the correspondent internal regulatory documentation.

2. Regulatory References

This standard contains references to the following regulatory documents:

2.1. The Law of the Republic of Kazakhstan "On technical regulations" as of November 9, 2004 no. 603-II ZRK.

2.2. The Law of the Republic of Kazakhstan "On Education" as of June 27, 2007 no. 319-III.

2.3. The Law of the Republic of Kazakhstan "On accreditation of the conformity assessment" as of July 5, 2008 no. 61-IV.

2.4 The Decree of the President of the Republic of Kazakhstan as of December 7, 2010 no. 1118 "State Program on the Development of Education in the Republic of Kazakhstan for 2011-2020".

2.5. Decree by the President of the Republic of Kazakhstan dated August 23, 2012 No. 1080 "On the approval of state-wide standards of education corresponding to the level of education".

2.6 Order of the Minister of Industry and Trade of the Republic of Kazakhstan, dated October 29, 2008 No. 430 "On approval of templates for the accreditation documentation in the field of Conformity Appraisal and sample forms of Pre-accreditation and Post-Accreditation Agreements".

2.7 The Joint Decree of the Minister of Labor and Social Protection of the Republic of Kazakhstan as of September 24, 2012 No. 373-o-m and the Minister of Education and Science of the Republic of Kazakhstan as of September 28, 2012 No. 444, registered by the Ministry of Justice of the Republic of Kazakhstan on October 19, 2012 № 8022 "On approval of the National Qualifications Framework".

2.8. The order of the Minister of Education and Science of the Republic of Kazakhstan of April 24, 2013, No. 150 "On the approval of model curricula and model education training programs in the technical and vocational education".

2.9 Order of the Minister of Education and Science of the Republic of Kazakhstan as of July 10, 2013 no. 268 "On the approval of standard curricula and model education-training programs in the technical and vocational education " .

2.10. Order of the Minister of Education and Science of the Republic of Kazakhstan dated July 29, 2014 No. 312 "On the approval of standard curricula and model education-training programs in the technical and vocational education " .

3. Terms and Definitions

This standard uses the following terms and definitions:

3.1 Accreditation of educational organizations: the recognition procedure by accreditation body of the compliance of educational services to the established standards (regulations) of accreditation to provide objective information about their quality and validation of effective mechanisms for quality improvement (Law of the Republic of Kazakhstan "On Education").

3.2 Analysis: is the process of identification, collection and data preparation for assessing the achievements of the students' learning outcomes and the educational objectives of the program. Effective analysis uses respectively direct, indirect, quantitative and qualitative parameters suitable for measurable goals or results.

3.3 Basic competence: the ability to manage oneself and one's own activity, the inclination towards self-motivation and self-organization (Decree of the Government of the Republic of Kazakhstan as of August 23, 2012 No. 1080 "On approval of the state compulsory education standards for appropriate levels of education").

3.4 Distance learning technologies: teaching technologies implemented with the use of information and telecommunication means with the mediated (at a distance) or not completely mediated interaction between the student and the pedagogical worker (the Republic of Kazakhstan Law "On Education").

3.5 Knowledge: the result of the assimilation of information through training and personal experience, a combination of facts, principles, theory and practice related to the field of learning or work, the qualification component that must be evaluated (National Qualifications Framework).

3.6 Institutional accreditation: assessment of the activity of the education organization on the qualitative representation of educational programs in accordance with the declared status (Law of the Republic of Kazakhstan "On education

3.7 Applicant for accreditation: the organization of TVE which signed an agreement on institutional accreditation with the accreditation body."

3.8 Qualification:

3.8.1 Qualification: the level of training, readiness for competent performance of a certain type of activity in the profession or specialty obtained

3.8.2 Qualification: The degree of professional preparedness of an employee for the performance of a particular type of work (National Qualifications Framework)

3.8.3 Qualification: the level of preparedness for the competent

performance of a certain type of activity in the profession and specialty received (Decree of the Government of the Republic of Kazakhstan as of August 23, 2012 № 1080 "On approval of the state compulsory education standards for the corresponding levels of education").

3.9 Competencies:

3.9.1 Competencies: a dynamic combination of knowledge, skills acquired in the training process.

3.9.2 Competence: the ability of an employee to apply knowledge and skills in professional activities (National Qualifications Framework).

3.9.3 Competence: the ability of a specialist to act and solve a certain set of professional tasks based on the unity of knowledge, skills, professional experience. (Governmental Decree of the Republic of Kazakhstan as of August 23, 2012 No. 1080 "On approval of the state compulsory education standards for the corresponding levels of education").

3.10 Learning Outcomes: an array of competence, knowledge and skills that students should have at the time of completing the studies for this educational program.

3.11 Educational program:

3.11.1 Educational program: aimed at improving the professional level of training specialists of the relevant qualifications and includes requirements for the results of graduate training, curriculum, working (curriculum) courses, disciplines, training modules and other materials, and also a program of practices, a calendar training schedule and methodological materials that ensure the implementation of the relevant educational technology.

3.11.2 Educational program: a document that defines the content of education at a certain stage of the education system through a list of disciplines, types of academic work, and includes the goals, the amount of study time for their study. (Governmental Decree of the Republic of Kazakhstan as of August 23, 2012 No. 1080 "On approval of the state compulsory education standards for the corresponding levels of education").

3.12 The educational objectives of the program: an array of expected results' implementation of the educational program in this area, the level and the profile of specialists' training with technical and professional education.

3.13 Sectoral Framework for Qualifications: A structured description of qualification levels recognized in the industry (National Qualifications Framework).

3.14 Evaluation: This is the interpretation of data and evidence gathered in the analysis process. The evaluation determines the degree of the learning outcomes and educational objectives of the program which students achieve leading to decisions and actions regarding the improvement of the program.

3.15 Visit to a TVE organization by an external expert panel- external evaluation component, which is a generally accepted part of the accreditation process. External auditors-experts visit the TVE organization to check the materials of the self-assessment of the TVE organization, interview the teaching staff, students, staff and assess the quality and effectiveness of the services provided, as well as offer recommendations for their improvement. The result of

the visit is the report on the audit of the organization of TVE.

3.16 Self-assessment procedure: an internal evaluation process conducted by an education organization on the basis of standards and criteria for institutional accreditation, which results in a self-assessment report.

3.17 Professional competence: the ability of a specialist to solve a set of professional tasks on the basis of knowledge, skills and personal qualities that enable him to effectively carry out professional activities (Decree No. 1080 of the Government of the Republic of Kazakhstan dated August 23, 2012 "On Approval of the State Compulsory Educational Standards").

3.18 Vocational education: an organized process of the formation, involvement and development of an individual as a specialist, aimed at mastering professional knowledge and skills in accordance with qualifications and requirements.

3.19. Professional standard: a standard that identifies in a specific area of professional activity the requirements for the level of qualifications and competence, the content, quality and working conditions (National Qualifications Framework).

3.20 Ability: the capability to apply knowledge and demonstrate competence for the purpose of carrying out work and solving problems (using logical, creative and practical thinking) (National qualifications framework).

3.21 Qualification level:

3.21.1 Qualification level: professional skill within the framework of one level of educational curricula of technical and vocational education, which is regulated by the relevant documents of the tariff classification and attestation (tariff rank, class, category) and is determined by the complexity and volume of tasks and responsibilities.

3.21.2 Qualification level: the level of qualification requirements (competencies) of the employee, reflecting the complexity, independence and responsibility of the works performed. (National Qualifications Framework).

4 Designations and abbreviations

This standard uses abbreviations in accordance with the paragraph 2 of the regulatory documents.

Furthermore, this standard uses the following notations and abbreviations:

- **RK** – Republic of Kazakhstan;
- **MOH** - Ministry of Health of the Republic of Kazakhstan;
- **MES** - Ministry of Education and Science of the Republic of Kazakhstan;
- **SCES** – State Compulsory Educational Standards;
- **TVE** – Technical and Vocational Educational Organization;
- **IAAR** – Independent Agency for Accreditation and Rating;
- **EP** – Educational Program;
- **ICT** – Information and Communication Technologies;
- **QMS** – Quality Management System.

5 The procedure for institutional accreditation

5.1 The procedure for institutional accreditation begins with the filing by the organization of technical and vocational education of the application for the said accreditation. The application includes a copy of the state license, the annex to the license for the legal grounds of educational activity, a brief description of the correspondent organization's activity.

5.2 Consideration by IAAR of the application submitted by educational organization.

5.3 IAAR decision to start the procedure for the institutional accreditation. An agreement between the agency and the educational organization to conduct the institutional accreditation is concluded.

5.4 Management of the educational organization and IAAR organize training for internal experts of educational organization to explain the criteria and procedures for the institutional accreditation at the special seminars on the theory, methodology and techniques of the institutional accreditation.

5.5 Organization of education conducts self-assessment according to the requirements established by IAAR, and submits a soft copy of self-assessment report (in Kazakh, Russian and English languages) to IAAR and 2 hard copies in each of the languages.

5.6 Formation of an expert panel is carried out by the Chair of the IAAR Accreditation Council for conducting an audit of the organization of education. The expert panel consists of experts who are specialists in the evaluation of educational organizations, employers, representatives of educational organizations and their units (associations) who are qualified specialists (experts) in the field of educational organizations' activity, representatives of students and foreign expert. The number of experts is determined depending on the scope of inspection and the specifics of the organization of education.

5.7 On the basis of the self-assessment report of the education organization, IAAR has the right to make the following decisions:

- develop recommendations on the need to finalize the materials of the self-assessment report;
- conduct an external peer review;
- to terminate the agreement due to the impossibility of carrying out the procedure of institutional accreditation due to the discrepancy between the self-assessment report and the criteria of these standards.

5.8 If the accreditation continues, the Chair of the expert panel and IAAR will coordinate the timeline for institutional accreditation and the work plan of the panel with the education organization.

5.9 The duration of the visit of the expert panel depends on the scope of the review. At the end of the visit, the external expert panel prepares a detailed report on the evaluation of the organization of technical and vocational education, which serves as the basis for the Accreditation Council's decision on institutional accreditation.

5.10 Upon making a positive decision, IAAR sends a certificate of institutional accreditation of the organization of technical and vocational education,

signed by the Director of the IAAR, to the education organization. Further, the decision on institutional accreditation of the TVE organization is sent to the Ministry of Education and Science of the Republic of Kazakhstan for inclusion in the National Register 2 and is posted on the IAAR website.

5.11 If there are certain deficiencies, institutions are accredited for a period of one year. After the expiry of the term, the IAAR Expert Panel conducts a review to eliminate certain shortcomings with the visit to the education organization. In the event of a positive decision, the accreditation period is extended to five years. If certain shortcomings have not been eliminated within the prescribed period, the accreditation procedure is suspended and the applicant organization has no right to apply for accreditation to the IAAR within one year from the date of the decision to revoke the accreditation of the education organization.

5.12 Accreditation term:

1 year - subject to the compliance with criteria in general, but with some shortcomings and opportunities for improvement;

3 years - with positive results in general, but with some minor shortcomings and opportunities for improvement;

5 years - with positive results in general.

5.13 In the event of a negative decision, the education organization has the right to appeal against the decision of the Accreditation Council in the manner stipulated in the Regulations of the IAAR Accreditation Council and the legislation of the Republic of Kazakhstan.

6 Follow-up procedures

6.1 In case of non-fulfillment of the IAAR requirements in relation to the organization of education, the Accreditation Council has the right to take the following decisions:

- temporarily suspend the validity of accreditation of the education organization;

- revoke the accreditation of the education organization by excluding it from the National Registry no. 2 which may entail the cancellation of all achieved earlier results of accreditation and the obligation to go through all stages of accreditation anew in the event that the applicant declares its desire to go through the accreditation again.

6.2 Post-accreditation monitoring is carried out in the case of accreditation for a period of 3 and 5 years based on the table below.

Duration of the accreditation term	3 years	5 years
Periodicity of interim reports and review visit	One time in 1,5 years	One time in two years

In case the educational organization is accredited for a period of 1 year, within this period it takes a decision on re-accreditation.

7 Standard "Vision, Mission and Strategy"

7.1 General provisions

7.1.1 The activity of the TVE organizations is determined by its mission.

7.1.2. The activity of the TVE organization should fully comply with the legislation of the Republic of Kazakhstan in the field of education, including the SCES of the RK.

7.1.3 The evaluation of this standard is based on:

7.1.3.1 analysis of the current mission and strategy, plans and monitoring system for their implementation;

7.1.3.2 analysis of the mechanism for the development and revision of the mission and strategy;

7.1.3.3 analysis of information resources and information dissemination processes about the mission and strategy;

7.1.3.4 analysis of the resource support mechanism and organizational structure aimed at the implementation of the mission and strategy;

7.1.3.5 analysis of the internal and external environment and the labor market to determine the initial parameters of the mission and strategy;

7.1.3.6 survey of information resources, material and technical base of the TVE organization;

7.1.3.7 interviewing, questioning of the teaching staff, employees, students of educational organization, employers and other stakeholders.

7.2 Evaluation criteria

7.2.1 The organization of the TVE demonstrates the development of a mission, vision and strategy based on the analysis of the real positioning of the education organization and its orientation to meeting the needs of the state, employers, stakeholders and students.

7.2.2 The TVE organization should demonstrate the individuality and uniqueness of the mission and strategy.

7.2.3 The TVE organization should ensure the adequacy of the mission, vision, strategy of the² available resources (including financial, informational, personnel, material and technical base), labor market needs and educational policy of the Republic of Kazakhstan.

7.2.4 The TVE organization should involve representatives of stakeholder groups, including students, teachers and employers, to the formation of a mission, vision, and strategy.

7.2.5 TVE Organization shows the transparency of the formation processes of mission, vision, strategy.

7.2.6 The TVE Organization provides information to stakeholders about the content of the mission and the strategy and the processes of their formation.

7.2.7 The TVE organization should determine the mechanisms for the formation and regular revision of the mission, vision, strategy and monitoring of their implementation.

7.2.8 The vision, mission and strategies should be consistent.

7.2.9 The TVE organization carries out strategic, tactical and operational planning and resource allocation processes in accordance with the vision and mission.

7.2.10 The TVE organization collects, accumulates and analyzes information on its activities and conducts self-evaluation in all areas, based on the development and implementation of measurement processes, analysis to assess the success of the implementation of the TVE organization strategy through such indicators as "performance" and "efficiency."

7.2.11 Based on the strategy, TVE organization should develop detailed documentation on specific areas of its activity and processes.

8 Standard "Leadership and Management"

8.1 General provisions

8.1.1 The management system of the TVE organization is aimed at realizing the vision, mission, strategy.

8.1.2 The assessment of the quality of the leadership and management is carried out on the basis of:

8.1.2.1 analysis of the protocols of collegiate management bodies, orders of the director, management reporting;

8.1.2.2 interviewing and questioning of employees and training organizations of TVE, as well as stakeholders;

8.1.2.3 Conformity analysis of the professional qualifications of the top management of the TVE organization and the distribution of job responsibilities.

8.2 Evaluation criteria

8.2.1 Management of a TVE organization should include:

8.2.1.1 management of activities through processes;

8.2.1.2. mechanisms for planning, development and continuous improvement;

8.2.1.3. Risk assessment and identification of ways to reduce these risks;

8.2.1.4. monitoring, including the establishment of reporting processes;

8.2.1.5. analysis of identified non-conformities, implementation of the developed corrective and preventive actions;

8.2.1.6. Analysis of the effectiveness of changes;

8.2.1.7. evaluation of the effectiveness and efficiency of the activities of the structural units and their interaction.

8.2.2 The structure of a TVE organization should be in line with the organization's development strategy.

8.2.3 The organization of the TVE should ensure the availability of documents on the organizational structure and management.

8.2.4 The organization of the TVE should document all the main business processes.

8.2.5 The organization of the TVE should demonstrate a clear definition of those responsible for business processes, unambiguous distribution of the duties of the staff, delineation of the functions of collegial bodies.

8.2.6 The organization of the TVE should ensure the availability of an

information and feedback system.

8.2.7 The organization of the TVE should establish the periodicity, forms and methods of assessing the activities of collegial bodies and structural units, as well as of top management.

8.2.8 The organization of the TVE should ensure the management of the educational process through the management of individual EPs.

8.2.9 The organization of the TVE should demonstrate the successful functioning of the internal quality assurance system of the TVE organization.

8.2.10 An important factor is the availability of a certified QMS and its continuous improvement.

8.2.11 An important factor is the availability of information systems and databases, the use of the Internet for information, the existence of a portal and / or the Internet site.

8.2.12 Participation of stakeholder representatives (employers, teachers, students) in the collegial management bodies is an important factor.

8.2.13 The organization of the TVE should demonstrate mechanisms for resolving conflicts of interest and relations, by accessing information on compliance / violations and the availability of a feedback system, consideration in the management bodies, effective activities of the disciplinary bodies and the motivation system.

8.2.14 The TVE organization should ensure that the satisfaction degree of the needs of teachers, staff and students is met and demonstrate evidence of the elimination of deficiencies found in the measurement process.

8.2.15 The TVE organization should demonstrate evidence of the openness and accessibility of managers and administrations for students, teachers, parents (blogs in the educational organization's website, official reception hours on personal matters, e-mail communication, etc.).

9 Standard "Educational programs"

9.1 General provisions

9.1.1 The implementation of the EP is aimed at forming the basic and professional competencies of future specialists, corresponding to the industry framework of qualifications and professional standards, as well as satisfying the demands of the labor market.

9.1.2 The organization of TVE should determine its own requirements for various forms and technologies used (including distance learning).

9.1.3 Educational programs provide for the possibility of taking into account the personal needs and abilities of students.

9.1.4 The assessment of the quality of the EP is carried out on the basis of:

9.1.4.1 analysis of curricula, working curricula, timetables, internal regulatory documents governing the implementation of the EP;

9.1.4.2 analysis of teaching methods and organization of independent work of students;

9.1.4.3 interviewing and questioning of students, teaching staff and stakeholders;

9.1.4.4 observations results of the classes in the organization of TVE;

9.1.4.5. analysis of the methodology and results of observations on the assessment of knowledge of the students.

9.2 Evaluation criteria

9.2.1 The organization of the TVE shall provide evidence of the participation of the teaching staff and employers in the design and management of the EP, and the assurance of their quality.

9.2.2 The organization of the TVE should determine the content, scope, and logic of the curriculum, aimed at forming the professional competence of graduates.

9.2.3 The organization of the TVE should demonstrate the influence of the disciplines on the formation of the students' professional competence, skills and blocks of knowledge.

9.2.4 The organization of TVE should demonstrate the logic of curriculum development and learning programs.

9.2.5 The list and content of the disciplines shall be accessible to the students. Disciplines should exhaustively cover all pressing issues.

9.2.6 In the structure of the EP, various types of activities should be envisaged, the content of which should contribute to the development of students' professional competencies, taking into account their personal characteristics.

9.2.7 The organization of TVE should ensure equal opportunities for students, regardless of the language of instruction.

9.2.8 An important factor is the renewal of the EP, taking into account the interests of employers aimed at developing professional skills.

9.2.9 Training equipment and software used to implement educational programs should be similar to those used in the relevant industries and meet safety requirements for operation.

9.2.10 The organization of the TVE should demonstrate the effectiveness of a regular analysis of sufficiency and modernity of resources available under the EP – class rooms, laboratories, computer equipment and software, financial resources, the system of professional practice and employment, teaching aids and materials, etc.

9.2.11 For the implementation of the EP, the TVE organization should involve practitioners and⁵determine the proportion of the disciplines they teach.

9.2.12 The organization of the TVE should ensure the objectivity of the assessment of knowledge and the degree of formation of students' professional competence, the transparency and adequacy of tools and mechanisms for their evaluation.

9.2.13 The organization of the TVE should provide a mechanism for internal quality assessment and examination of the EP, as well as feedback for their improvement.

9.2.14 The organization of TVE should ensure that the maximum number of structured, organized information available for students in the disciplines: for instance, presentation materials, lecture notes, compulsory and additional literature, practical assignments, etc.

9.2.15 An important factor is the introduction and effectiveness of active learning methods and innovative teaching methods.

9.2.16 The organization of the TVE should ensure the availability and effective functioning of the system of individual assistance and counseling of students on the issues of the educational process.

10 Standard "Teaching staff and teaching effectiveness"

10.1 General provisions

10.1.1 Personnel policy for the formation and development of the teaching staff:

10.1.1.1 defines responsibilities, job accountabilities and qualification requirements;

10.1.1.2 contains activities aimed at developing and improving the skills of the teaching staff, administrative and management personnel as well as employees of the TVE organization;

10.1.1.3 regulates the structure of personnel management and its development, including the system of recruitment;

10.1.1.4 ensures that the qualifications of the members of the teaching staff are in accordance with the demands of the EP;

10.1.1.5 ensures functioning of mechanisms for employees motivation, adaptation of new employees, attestation and application of disciplinary measures to employees, procedures for their dismissal;

10.1.1.6 contains the principles of ethical conduct of personnel.

10.1.2 Evaluation of compliance with the criteria of this standard is carried out on the basis of:

10.1.2.1 analysis of documents defining job duties, rights, responsibilities, professional development and qualifications advancement, system of motivation, adaptation, dismissal and other personnel issues;

10.1.2.2 interviewing the teaching staff, personnel and management;

10.1.2.3 data on ethical behavior, corporate culture in the organization of TVE.

10.2. Evaluation criteria

10.2.1 The organization of the TVE should ensure that the teaching staff is in compliance with the qualification requirements and the specifics of the EP.

10.2.2 The organization of the TVE should demonstrate recruitment based on the analysis of the demands of the EP.

10.2.3 The organization of the TVE should demonstrate the availability of information on the teaching staff to the public.

10.2.4 The organization of the TVE should demonstrate compliance with the principle of management accessibility and transparency of all personnel procedures.

10.2.5 The organization of the TVE should ensure monitoring of pedagogical activity, systematic assessment of the competence of teachers, and a comprehensive assessment of the teaching quality.

10.2.6 The workload of the teacher should include various activities.

10.2.7 The organization of the TVE shall demonstrate evidence of the performance of all types of planned workload by the teachers.

10.2.8 The organization of the TVE should demonstrate the availability of a

system of professional development, professional and personal development of the teaching staff and administrative and managerial personnel.

10.2.9 The organization of TVE should provide targeted actions to develop the competence of young teachers and the formation of a personnel reserve.

10.2.10 The organization of TVE should ensure monitoring of the satisfaction of the teaching staff.

10.2.11 The organization of TVE should demonstrate the involvement of the teaching staff in practical issues related to specialization.

10.2.12 The organization of TVE should demonstrate the IT competence of members of the teaching staff, the use of innovative methods and forms of training.

10.2.13 An important factor is the participation of the teaching staff in the life of society.

11 The Standard "Students"

11.1. General provisions

11.1.1 The organization of the TVE should demonstrate the policy of forming students' population.

11.1.2 The organization of the TVE creates a learning environment conducive to the formation of professional competence and takes into account the individual needs and opportunities of students.

11.1.3 The organization of TVE creates the conditions for effective mastering of the EP by students.

11.1.4 The evaluation of this standard is carried out on the basis of:

11.1.4.1 analysis of internal regulatory documents governing the educational process;

11.1.4.2 analysis of personal files, orders;

11.1.4.3 survey of the field of study, including information support of the educational process;

11.1.4.4 questioning and interviewing of students.

11.2 Evaluation criteria

11.2.1 The organization of the TVE should demonstrate the policy of forming population of students and the transparency of its procedures.

11.2.2 The organization of the TVE should provide an opportunity for students to practice in the specialty (qualification) and monitor the satisfaction of students, managers of enterprises - places of practice and employers.

11.2.3 An important factor is the possibility of professional certification of students in the learning process.

11.2.4 An important factor is the availability of support for gifted learners.

11.2.5 The organization of the TVE should apply the maximum amount of efforts to provide graduates with employment and keep in touch with the graduates.

11.2.6 An important factor is the monitoring of employment and the professional activities of graduates.

11.2.7 The organization of TVE should establish a mechanism for monitoring the satisfaction of students with the activities of the TVE organization.

11.2.8 The organization of the TVE should demonstrate the functioning of the feedback system, which includes the prompt presentation of information on the results of the evaluation of the students' knowledge.

12 Standard "Funds"

12.1 General provisions

12.1.1 The organization of the TVE demonstrates the degree of implementation of the principles of sustainability, efficiency, effectiveness, priority, transparency, responsibility, delegation of authority, delineation and independence of the TVE's financial system.

12.1.2 Financial sustainability is assessed on the basis of an analysis of the financial statements (balance sheet, income and expense statement), as well as interviews with employees of the accounting and financial analysis service, managers of the TVE organization and stakeholders.

12.2 Evaluation criteria

12.2.1 The organization of the TVE should demonstrate the consistency of the development strategy and the management of financial flows in the TVE organization.

12.2.2 The organization of the TVE should demonstrate the planning of the TVE organization's budget, the availability of short-term and medium-term plans.

12.2.3 The organization of the TVE should demonstrate the existence of a formalized financial management policy: a cash flow statement, a statement of changes in equity.

12.2.4 The organization of the TVE should demonstrate the existence of an internal audit system and the results of a regular external, independent audit.

12.2.5 The management of the TVE should demonstrate the financial sustainability and viability of the organization of education.

12.2.6 The organization of TVE should have a mechanism for assessing the adequacy of financial support for its various activities.

12.2.7 The organization of the TVE should ensure transparency in the distribution of the budget and its effectiveness.

12.2.8 There should be an effective mechanism for financial reporting in the organization of TVE.

13 Standard "Resources: material, technical and informational"

13.1 General provisions

13.1.1 The continuous improvement of material and technical, as well as informational resources is a factor of the education quality assurance and guaranteeing the sustainable development of the TVE organization.

13.1.2 The training environment, including material, technical and information resources, must correspond to the stated mission, strategy, educational programs implemented by the TVE organization.

13.1.3 The organization of TVE should ensure the creation of comfortable conditions for learning and working.

13.1.4 Evaluation of the quality of material, technical and informational resources on the basis of:

13.1.4.1 analysis of the adequacy of library resources (the book fund), the availability of high-speed communication, an automated information system, laboratory and educational equipment, software;

13.1.4.2 surveys of the material, technical and information resources of the TVE organization, interviewing and questioning of students, teaching staff and stakeholders.

13.2 Evaluation criteria

13.2.1 The organization of the TVE should demonstrate the compliance of the infrastructure with the specifics of its activities. Class rooms, offices, laboratories, communication and computer equipment and other premises should comply with modern requirements.

13.2.2 The organization of TVE should assess the dynamics of the development of material and technical resources as well as information support, the effectiveness of using the results of the assessment for adjustments in planning and budget allocation.

13.2.3 An educational environment should be established in the TVE organization, which includes:

13.2.3.1 Technological support for students and teachers;

13.2.3.2 Academic accessibility - students have access to personalized educational resources;

13.2.3.3 Academic consultations - educational resources available to assist students;

13.2.3.4 vocational guidance - students have access to personalized educational resources that assist in the selection and achievement of career paths;

13.2.3.5 the necessary number of classrooms equipped with modern technical training facilities: training laboratories, modern training grounds equipped with modern equipment, corresponding to the implemented EP, sanitary and epidemiological standards and requirements;

13.2.3.6 the necessary number of computer classes, reading rooms, multimedia, language and methodical offices, the number of seats;

13.2.3.7 The book fund, including the fund for educational and methodological literature on paper and e-media, periodicals in the context of the languages of instruction;

13.2.3.8 free access to educational Internet resources.

13.2.4 The organization of the TVE should determine the extent to which information technology is introduced into the educational process, monitor the use and development by the members of the teaching staff of innovative teaching technologies, including those based on ICT.

13.2.5 The organization of the TVE should demonstrate the availability of a web resource reflecting the mission, goals and objectives of the TVE organization, the effectiveness of its use to improve the organization's education.

13.2.6 An important factor is the observance of copyrights in publication of methodological support in the open access;

13.2.7 An important factor is the creation of conditions for the development and use of information and communication technologies by workers, teachers and students in the educational process and the activities of the TVE organization.

14 Procedure for introducing amendments and additions

14.1 Changes and additions are made to the current accreditation standards in order to further improve them.

14.2. The introduction of amendments and additions to the standard is carried out by the IAAR.

14.3 In case of initiating amendments and additions to existing standards by educational organizations and other interested bodies, proposals and remarks are sent to IAAR.

14.4. The IAAR carries out an examination of the proposals and comments received on their validity and appropriateness based on the established procedure.

14.5. Amendments and additions to the current accreditation standards after their endorsement are approved in the new edition by an order of the IAAR director or in the form of a brochure-leaflet to the current standard.

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