

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE
NATIONAL UNIVERSITY "CHERNIHIV POLYTECHNIC"

APPROVED BY

Academic council of Chernihiv
Polytechnic National University
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No. 26 as of 31 August 2020

Regulation
about the organization and procedure
rector's control of residual knowledge of higher education students
at the National University "Chernihiv Polytechnic"

Chernihiv 2020

1 General provisions

1.1. Regulations on the organization and procedure

Rector's control of residual knowledge of higher education students (hereinafter - Regulations) at the National University "Chernihiv Polytechnic" (hereinafter - University) is a component of the internal system of higher quality assurance education of the University and designed to establish the order of organization and procedures for conducting rector's control at the University (hereinafter - RK) residual knowledge of higher education seekers (hereinafter - HEI).

1.2. Carrying out rector's control works (hereinafter - RCR) is important component of internal monitoring of the quality of freelance training and aims obtaining objective information on the state of residual knowledge, skills and free economic skills in academic disciplines provided by educational programs.

1.3. Checking the quality of residual knowledge is carried out in the disciplines the study of which was completed in the previous semester.

1.4. Free economic zones that have not appeared on the RCR are obliged to submit within three days explanatory notes to the dean's office (directorate). Omission of RCR due to illness has be confirmed by a medical certificate.

1.5. Assessment of residual knowledge of free economic zones in the form of RK is carried out by the sector higher education quality management systems (hereinafter - SMYAVO sector) together with educational department of the University (hereinafter - NVU).

2 Purpose and objectives of rector's control

2.1. Rector's control of residual knowledge is carried out for the purpose comprehensive assessment of the quality of mastering free economic education disciplines, initiation activities of free economic education for training, improving the quality of training in University.

2.2. The main tasks of rector's control are:

- quality control of theoretical training;
- increasing motivation for active and systematic work of the Free Economic Zone during the school year;
- improving the overall quality of educational activities and higher quality education at the University.

3. Conditions and procedure for conducting rector's control

3.1. Carrying out of RK is initiated by the order (order) of the rector University, which, in particular, approves the composition of evaluation commissions residual knowledge ZVO.

3.2. Assessment of the quality of residual knowledge is subject to freelance, full-time and part-time dual forms of education in all specialties and degrees.

3.3. Choice of disciplines and academic groups to conduct Rector's control is carried out by the Rector of the University.

3.4. Assessment of knowledge is carried out through testing (using paper or electronic) or in the form of

written solution of the control task. Choice of evaluation form remains the leading lecturer in the discipline.

3.5. The basic requirements for tests and tasks, as well as to methodological support for their use during the RC with academic discipline is:

- tests and tasks should be of medium difficulty and designed for performance of ZVO within 80 minutes;
- must demonstrate accuracy when solving tasks and the strength of the acquisition of certain knowledge and creativity;

- availability of certain criteria for evaluation of test results and performance of tasks;
- a package of tests and tasks for the RK is considered at the meeting of the relevant department and approved by the head of the department.

3.6. Responsible for keeping the fund of test and control tasks is the head of the sector SMYAVO.

3.7. Rector's control is carried out during the academic year schedule approved by the order of the Rector of the University. Responsible for drawing up the schedule of the RK is the head of the NVU.

3.8. Directors of the Institute (deans of faculties) of the University inform the Free Economic Zone

regarding the terms of the RC and ensure their appearance.

3.9. Technical support of computer testing, login formation and free access passwords, control of test generation parameters is performed educational-scientific information-computing center of the University.

3.10. Conducting RCR in the discipline is carried out by a teacher examiner (or other NPP) of the profile department, appointed head of the department and a representative of the NVU.

3.11. The number is determined at the beginning of the control event present ZVO. Absences are indicated in the RCR data (signed by persons who conduct RCR).

3.12. The condition for conducting RCR is the presence of at least 90% of the staff of the Free Economic Zone, involved in the control event.

3.13. During the RCR, each freelancer receives a variant of the task, stamped sheet or forms stamped by the relevant directorate (dean's office) tests with attached title pages.

3.14. During the RCR, the exchange of information between ZVO and the use of auxiliary materials and tools, other than those specified in RCR packages.

3.15. Executed RCR together with the information are transferred to the profile department for inspection and evaluation.

4. Verification and evaluation of record tests

4.1. Verification of the performed RCR is carried out by the teacher appointed head of the profile department, within three days after the event control measure.

4.2. Verification of RCR conducted in the form of written tests, is carried out in accordance with the evaluation criteria set out in the RCR package and approved by the profile department.

4.3. Verification of RCR conducted in the form of testing is carried out by

The "key" of the correct answers, placed in the RCR package and approved profile department.

4.4. The assessment of the level and quality of free economic response is carried out on a 100-point scale. The score for RCR is determined by summing the scores for performing individual tasks (tests), followed by the translation of these points in the national assessment according to the table in Annex A.

4.5. Estimates for RCR performance are entered in the RCR statement (Appendix B) for signed by the teacher who carried out the inspection, the head of the profile Department and Director of the Institute (Dean of the Faculty).

4.6. Transfer of RK knowledge is not allowed.

4.7. According to the estimates of the results of the RCR of the Free Economic Zone, a list of each is filled in discipline of NPP, responsible for conducting control work. The information and results of the work of the Free Economic Zone (answers) are submitted to the SMYAVO sector for further processing and analysis.

5. Analysis of the results of rector's tests

5.1. The results of RCR are reviewed and analyzed at meeting of the department within two weeks after their holding. RCR results are compared with the final results obtained by ZVO during examination session. The general estimation of quality of residual knowledge from is carried out disciplines, there are shortcomings in the preparation of free economic zones, measures are proposed regarding their elimination.

5.2. Statement of RCR, generalized results of RCR together with an extract from minutes of the meeting of the department on their discussion and performed RCR submitted to the SMYAVO sector (Annexes B and C). Copies of information and generalized results are stored at the graduating department.

5.3. The SMYAVO sector, together with the NVU, prepares the consolidated ones information and generalized results of RCR in all disciplines that were subject RK.

5.4. Summary information, generalized results of the Republic of Kazakhstan and proposals of departments are considered and analyzed at the meetings of the SMYAVO sector and the council ensuring the quality of higher education.

5.5. The head of the SMYAVO sector conducts a final analysis results of rector's control, prepares a report and submits it to the rector University, and if necessary, reports to the Academic Council of the University. This position is not an original scientific text and the compilers do not claim authorship and primary source. This text is based on European and domestic practices, regulations, methodological

development of individual institutions of higher education, as well as materials and cases National Agency for Quality Assurance in Higher Education.