

**MINISTRY OF EDUCATION AND SCIENCE OF THE KYRGYZ REPUBLIC
MINISTRY OF HEALTH OF THE KYRGYZ REPUBLIC
"SALYMBEK UNIVERSITY" INSTITUTION**



APPROVED
at the meeting of the Academic council of
"Salymbekov University" Institution
Protocol No. _____ "____" _____ 20____

APPROVED
Rector of the "Salymbekov University"
Institution Zhumadilov E.Zh.
Order No. _____ "____" _____ 20____

**REGULATIONS
ON STUDENTS SCIENTIFIC SOCIETY**

Bishkek 2019

I. General regulations

1.1 Students' Scientific Society "Salymbekov University" Institution (hereinafter - SSS) is a public organization uniting on a voluntary basis the students of the University who show a penchant for scientific-organizational and research work, actively participating in scientific-organizational and research work, members of student scientific circles of departments.

1.2 A member of the SSS has the right to be any student of the University engaged in research work as part of a scientific circle (seminar, working group, etc.) or individually participating in the preparation of reports, abstracts, messages, scientific research.

1.3 The activities of SSS are supervised by the Council of Young Scientists (CYS) of the University and builds its work in cooperation with the Council for Research Work of the University, deputy deans of faculties for science and departments and other structural divisions of the University.

1.4 SSS carries out its activities in accordance with the legislation of the Kyrgyz Republic, the Charter of the University, orders of the rector, vice-rectors, orders of the CYS, this Regulation and documents adopted in accordance with it.

1.5 SSS carries out its activities on the principles of self-government, open nature of activity, voluntariness, equality, legality of the spirit of mutual respect and culture of scientific communication of students.

1.6 SSS in accordance with this Regulation may join international public associations, acquire rights and bear obligations corresponding to the status of these international public associations, maintain international contacts and relations, conclude agreements with foreign non-profit non-governmental educational and scientific associations, foreign educational institutions and scientific institutions.

II. The purpose and objectives of Society

2.1 The purpose of the SSS is to create conditions for the disclosure of creative abilities and education of student youth, preservation and replenishment on this basis of the intellectual potential of the University, the creation and development of favorable conditions for the formation of in-demand specialists by intensifying the research activities of students, their participation in fundamental and applied research held at the University; providing an opportunity for each student to realize their right to the creative development of their personality in accordance with their abilities and needs.

2.2 The objectives of the Society are:

- attracting students of the University to the implementation of individual and collective scientific research;
- the formation of motivation for research work and the promotion of students' mastery of the scientific method of cognition, in-depth and creative mastering of educational material;
- propaganda among students of various forms of scientific creativity in accordance with the principle of the unity of science and practice, the development of interest in research as a basis for the creation of new knowledge;
- fostering a creative attitude to one's profession through research activities;
- providing methodological assistance to students in scientific work;
- selection and recommendation of the most promising students who are actively involved in research work for continuing their education in graduate school;
- selection of promising student youth for the formation of a reserve of scientific and pedagogical personnel within the framework of the system of training a scientific shift;
- cooperation with SSS of other universities, the study of domestic and foreign experience in organizing research work of students with the introduction of advanced forms and methods in their work;

- organization and holding of student conferences, competitions of student research papers, discussion clubs, schools for young researchers, etc. on modern problems of science and practice;
- implementation of the results of scientific creativity of students through assistance in their publication;
- ensuring the formation of competitiveness, readiness for dynamic, social and professional mobility of students;
- attracting students to innovative activities, developing the ability to bring research work to the level of its implementation;
- coverage of the activities of aids to navigation in the media and the Internet;
- promoting the image of the University.

III. Functions

To achieve their goals and objectives of the SSS:

3.1 Participates in the planning and organization of research, coordination, research and design, implementation and other activities of students of the University.

3.2 Develops information and methodological, regulatory and organizational and administrative documentation and recommendations for the implementation of research, scientific and methodological, scientific and organizational activities of students of the University, conducts methodological and consulting work with students of the University.

3.3 Conducts or participates in student research activities at the University (conferences, round tables, seminars, competitions of student research papers, olympiads, discussion clubs, etc.).

3.4 Provides scientific and organizational support and support for student research projects and work performed by students of the University in an independent scientific search.

3.5 Establishes and maintains relations with the SSS of other higher educational institutions, studies their experience in organizing research work in order to implement joint projects and introduce new forms and methods into the work of SSS.

3.6 Develops and implements programs, the purpose of which is to increase the scientific potential of students of the University.

3.7 Promotes the implementation of students' scientific projects aimed at researching the problems of internal development of the University, and proposals for their implementation into the practice of teaching and educational and organizational work of the University departments.

3.8 Attracts students to scientific and organizational, research, coordination, research and design, implementation activities.

3.9 Recommends the most promising students, actively involved in research and scientific-organizational work, to continue their education in the magistracy and graduate school.

3.10 Monitors the needs of the University and external organizations in the results of research work, the market for student scientific projects, opportunities for financial and other support for student scientific developments carried out at the University.

3.11 Provides organizational and informational support for scientific events held by departments and other scientific departments of the University.

3.12 Attracts students to participate in intra-university, regional, regional, republican and international student events, provides scientific and organizational support, and also organizes similar events at the University.

3.13 Conducts a constant update of databases on competitions of students' scientific works, student scientific conferences, seminars and other scientific events, as well as organizations that support the work of universities in the field of Scientific Research Work.

3.14 Provides information support for research work and its own activities.

3.15 Coordinates the work of permanent student seminars, circles, clubs, sections on topical problems of science.

3.16 Prepares materials for the scientific section of Internet portal and periodicals of the University.

3.17 Supports the feedback system of the SSS with the students of the University, structural divisions of the University, as well as external organizations in order to increase the effectiveness of the research work of the University.

IV. Organization of scientific research work of SSS

4.1 The research work of the SSS members is a continuation and deepening of the educational process and is organized in accordance with the research plan of the University and the plan of scientific work.

4.2 The management of the scientific research work of the SSS members is carried out by the faculty of the University. Post-graduate students of the University can also be involved in the leadership of the research work of the SSS members.

4.3 The Council of Young Scientists provides general methodological guidance for the research work of the SSS members.

4.4 The research work of the SSS members provides for:

- performance of work included in the educational process and containing elements of scientific research;
- implementation of specific atypical extra - curricular tasks of a research nature;
- study of the theoretical foundations of the methodology, formulation, organization and implementation of scientific research, processing of scientific data, etc.

4.5 SSS members conducting scientific research can be combined into groups for individual specialties and areas. In groups, meetings are regularly held at which organizational and scientific issues of work performance are discussed.

4.6 The research work of the SSS members ends with the presentation of a report, a report at SSS meeting, at a student scientific seminar, conference or publication in scientific journals.

4.7 Research projects of the SSS members, successfully completed by students outside the classroom and meeting the requirements of the curriculum, can be credited as the corresponding abstract, coursework and final qualification works.

4.8 The time spent on the leadership of the SSS is recorded in the journals of the teaching load of the teaching staff within the time planned for educational, methodological and scientific work.

V. Structure and governing bodies of the company

5.1 The supreme body of the SSS is the SSS conference, which includes SSS members. The SSS conference is convened at least once a year. The conference is in charge of:

- approval of the Chairman of the SSS Council and the Deputy Chairman of the SSS Council on the proposal of the Academic Council of the University;
- formation of scientific sections (directions) and the appointment of their leaders at the suggestion of the heads of departments;
- approval of the work plan of the SSS for the year on the proposal of the SSS Council;
- hearing the reports of the SSS Council and making a decision on the quality of its work.

The decisions of the Conference are taken by a simple majority of votes.

5.2 The executive bodies of the SSS are the SSS Council and scientific sections (directions). The SSS Council includes the chairman and deputy chairman of the SSS Council, heads of scientific sections (directions), the secretary of the SSS Council. SSS sections consist of a section leader, a section (direction) coordinator and a section asset. The Information Section is directly subordinate to the Secretary of the SSS Council.

5.3 The SSS Council is responsible for:

- planning the work of the Company;
- control over the implementation of the aids to navigation work plan;
- informational and publishing support of SSS activities;
- representation of members of the society to the administration, dean's offices and public organizations for awarding with diplomas, certificates, prizes, etc.;
- organization of student participation in intra-university, republican and international competitions of scientific works and conferences;
- maintaining communication with student scientific societies of other universities;
- together with the relevant departments of the University, participation in the selection of candidates for a master's degree, for postgraduate studies, for study abroad.
- consideration of issues brought up for discussion by members of the SSS;
- appointment of the secretary of the SSS Council;
- development and adoption of the Regulation on the membership card and membership card of the SSS member;
- consideration of issues on admission and exclusion from the SSS.

The decision of the SSS Council is adopted by a simple majority of votes in the presence of 2/3 of the SSS Council.

5.4 Academic Council of University appoints scientific director of SSS. Coordinators of scientific sections (areas) of the faculty staff of University appointed deans of faculties and heads of departments.

5.5. The scientific supervisor of the SSS carries out the general scientific and methodological guidance of the SSS, represents the interests of the SSS in the Academic Council, the administration and dean's offices of faculties, interacts with the master's degree and graduate school, helps the SSS Council in solving scientific and organizational issues.

5.6 The Chairman of the SSS Council carries out the current organizational work, control over the implementation of the decisions of the SSS Council, convenes the SSS Council at least once a month, determines its agenda as proposed by the members of the Council, the scientific supervisor of the SSS, members of the SSS, convenes the SSS Conference at least once a year and determines her agenda, performs representative functions at events and in student organizations.

The Deputy Chairperson of the SSS Council assists the Chairperson of the SSS Council in the exercise of his powers and performs his duties if necessary. The Secretary of the SSS Council informs the members of the SSS Council of information about the SSS Council, draws up minutes of meetings, prepares draft resolutions of the SSS Council, informs about the decisions of the SSS Council, takes a direct part in the work of the information section and ensures control over the implementation of the assigned tasks.

5.7. The head of the scientific section (directions), together with the coordinator of the section (directions) and the active of the section, determine the topics and forms of scientific research, responsible persons and deadlines for the work, submits this plan to the Council of the Scientific Society, ensures the implementation of the approved plan, reports on the work done at the Council of the Scientific Society.

5.8 The coordinator of the scientific section (direction) helps in solving scientific and organizational problems that have arisen in the course of research work, and is the scientific editor of the work of this section (direction).

5.9 SSS Council:

- determines the priority tasks of the aids to navigation;
- approves long-term and current plans for the development of aids to navigation;
- approves activities to promote and popularize the research work of students - members of the SSS;
- hears and approves the reports of the chairman of the SSS Council on the work done;
- informs the members of the SSS about the activities of the SSS;
- submits to higher authorities the necessary information about aids to navigation;

- decide whether to propose and administration proposals of University to ensure the necessary conditions for the implementation of scientific papers, providing scientific literature, etc.;
- decides to hold scientific and practical conferences, symposia, forums, round tables, etc. and the participation in them of members of the SSS, as well as the participation of SSS members in scientific conferences at various levels;
- makes proposals to the leaders of University on issues relating to scientific and organizational activity of SSS.
- prepares proposals for the promotion of laureates of scientific works competitions, exhibitions, etc.;
- participates jointly with the relevant structures of the University in the selection of candidates for master's and postgraduate studies;
- establishes and maintains contacts with departments, faculties, university administration, student and other organizations.

5.10 The SSS Council is obliged to:

- carry out general management of the activities of the scientific research center together with the scientific advisor;
- develop a strategy for the development of scientific and scientific research in conjunction with the supervisor;
- prepare analytical materials (reports, references, articles, reports, etc.) on the state and prospects for the development of scientific research work at the University.
- to develop projects of methodological, informational, regulatory and organizational and administrative documentation for the implementation of scientific research work at the University;
- provide information support for the activities of aids to navigation;
- develop and maintain a system of feedback from the Council of SSS with the students of the University.

5.11 The SSS Council has the right to:

- to submit for consideration to the Vice-Rector for Scientific Work of the University, as well as the heads of departments, faculties and scientific departments of the University, proposals related to the organization of research work of students at the University;
- to exercise control, within the framework of its competence, for the timely and high-quality performance of scientific research work done by the members of the scientific research community;
- to submit for consideration to the Vice-Rector for Scientific Work of the University, as well as the heads of departments, faculties and scientific divisions of the University proposals for encouraging the most active members of the SSS.

5.12 The SSS Council meets at least once a month.

5.13 The decisions made by the SSS are binding on all members of the SSS.

5.14 The management of the SSS of the University is carried out by the Chairman of the SSS, who:

- is a member of the scientific research work of Council of the University;
- organizes the work and manages the SSS Council, preparation and holding of its meetings;
- determines the date and forms the agenda of the SSS Council meetings;
- distributes responsibilities between the members of the SSS and delegates certain powers to them;
- prepares a report on the activities and once a year submits to the CYS a report on the activities of the Society;
- directs the activities of the Society with the support of the scientific advisor;
- organizes interaction with the leadership of the University, faculties and departments;
- issues orders on current issues;
- represents the Society in relations with departments, faculties, the administration of the University, in interuniversity relations;

- reports on his work at scientific meetings of the University, informs the University management about the work of the SSS.

5.15 The Chairman of the SSS has the right to:

- on behalf of the SSS, interacts with the structural divisions of the University, as well as external associations and organizations within its competence;
- attends meetings and / or meetings of departments and other scientific divisions of the University, including scientific sections, circles, clubs, etc., which consider the organization of research work of the University;
- requests and receives from the heads and employees of departments and other scientific departments of the University, as well as members of the Council of SSS the necessary data on the organization of scientific research work;
- recommends to the leadership of the University the best students-members of the SSS for reward for scientific and social work;
- imposes penalties on the members of the SSS Council with entry into a personal card for improper performance or non-performance of their public duties provided for by these Regulations (as agreed with the Council of SSS).

5.16 The Chairman or Deputy Chairman of the Council may be excluded from the Society by the decision of the Council of SSS in case of their regular non-participation in the work of the Council of SSS or regular failure to fulfill their duties.

5.17 In the case of premature release from the post of Chairman of the Council of the new Chairman of the Council becomes vice Chairman of the Council of the Company. The powers of the new Chairman of the Council of the Society are limited by the expiration of the term for which the Chairman who vacated the position was elected.

5.18 Election of the missing members of the Council of the Society takes place at the next meeting of the Council.

5.19. Decisions of the bodies of the Company are adopted by a simple majority, open voting.

5.20 Once a year, the Council reports on the work done to the SSS Conference and the Academic Council of the University.

VI. Rights and obligations of SSS members

6.1 A student of the University of any specialty, course and form of study, who is actively engaged in research activities, is interested in improving his scientific level and in-depth study of topical scientific problems and who wants to become a member of the SSS, can become a member of the SSS. The basis for membership in the SSS is a written application for joining the SSS addressed to the chairman of the SSS. Admission to the SSS of students from other universities is considered individually by the SSS Council.

6.2 On the basis of the submitted application, information about the student in the prescribed form is entered into a single database of SSS members.

6.3 The personal card of each member of the SSS is supplemented with information about his achievements in scientific and organizational, research, coordination, research and design, implementation and other activities as they become available.

6.4 A member of the SSS has the right to:

- elect and be elected to the SSS Council, freely discuss issues of SSS activities at its meetings, receive comprehensive information on any area of SSS activities;
- publish the results of your research;
- participate in scientific conferences of all levels, competitions, exhibitions and reviews of student research papers, grants;
- initiate scientific events held both at the University and jointly with other universities;
- use the information, organizational and technical resources at the disposal of the University;

- receive help and assistance in their activities from the teaching staff and the leadership of the University;
- to withdraw from the SSS of their own free will on the basis of a written application.

6.5 A member of the SSS is obliged:

- systematically engage in scientific activities, actively participating in any of the existing forms of research work of students, as well as periodically provide public reports on the work done in the form of reports or articles for publication in the scientific press.
- regularly deliver reports at student conferences of the University;
- participate in competitions of student research papers;
- take an active part in the organizational work of the company;
- not to allow actions that may harm the interests of the SSS and the University as a whole.
- fulfill and comply with the internal acts of the University, including this Regulation.

6.6 SSS members who successfully combine research work with studies can be recommended for rewards in the form of:

- discounts in reimbursement of training costs;
- providing the opportunity to pass the session on an individual schedule;
- recommendations for admission to graduate and postgraduate studies;
- recommendations for potential employers;
- opportunities to participate in regional, republican and international scientific events at the expense of the University;
- other material and non-material incentives at the discretion of the management of the SSS and the University.

6.7 A member of the SSS may be excluded from the SSS for non-compliance with these Regulations, as well as after committing an act incompatible with membership in the Society.

6.8 Membership in the Society is terminated by:

- withdrawal from the members of the Society by submitting an application to the Council of the Society;
- exclusion of a member from the Society by the decision of the SSS Council;
- terminating of the Society's activities.

6.9 A person is considered to have retired from the members of the Society from the moment of submitting an application to the Council of the Society or the corresponding decision of the Council of the SSS.

VII. Interaction and responsibility

7.1 To perform its functions, SSS interacts with:

- By the Council of scientific research work of the University;
- structural divisions of the University on the organization and coordination of scientific and research work of students of the University, organization and conduct of fundamental and applied scientific research;
- faculties of the University on the organization of research work of students of the University;
- departments of the University on the organization of research work of University students and their participation in the activities of scientific schools;
- scientific foundations, associations, councils and other third-party organizations and institutions, as well as with scientific centers of the Kyrgyz Republic, the CIS and foreign countries to organize scientific relations and attract external funds to finance scientific research of the University.

7.2 All members of the SSS (including members of the SSS Council) are personally liable for improper performance or non-performance of their official duties provided by this Regulation.

VIII. Financing of activities

8.1 The activities of SSS are funded by the University, as well as funds raised from external sources for the development of scientific projects (grants, sponsorship of enterprises and organizations, foundations, individuals).