

**Approved by the Order of the
Minister of Foreign Affairs of
the Republic of Uzbekistan**

No. BR-46

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Annex 1

**PROVISIONS FOR THE ADVISORY BOARD OF THE UNIVERSITY OF WORLD
ECONOMY AND DIPLOMACY**

I. General Provisions

1. These Provisions govern the activities of the Advisory Board of the University of World Economy and Diplomacy (UWED) under the Ministry of Foreign Affairs of the Republic of Uzbekistan (hereinafter referred to as the Advisory Board).
2. The Advisory Board is established in accordance with the Law of the Republic of Uzbekistan "On Education" and the Decree of the President of the Republic of Uzbekistan No. PF-5847, dated October 8, 2019, "On the Approval of the Concept for the Development of the Higher Education System of the Republic of Uzbekistan until 2030", as well as the Presidential Resolutions No. PQ-60, dated December 24, 2021, "On additional measures to ensure the academic and organizational-management independence of state higher education institutions", and No. PQ-61, "On Measures to Grant Financial Independence to State Higher Education Institutions", along with other legislative documents. The Advisory Board is a governing body for the University of World Economy and Diplomacy and its affiliated organizations (hereinafter referred to as the University).
3. The Advisory Board is not a legal entity and does not undergo state registration. The Advisory Board operates on a public basis and serves as a strategic body in the effective management of the University.
4. The Advisory Board operates in accordance with the Constitution and laws of the Republic of Uzbekistan, resolutions of the chambers of the Oliy Majlis of the Republic of Uzbekistan, decrees, resolutions, and orders of the President of the Republic of Uzbekistan, resolutions and orders of the Cabinet of Ministers of the Republic of Uzbekistan, as well as other legislative documents, and in compliance with the University's charter and this Regulation.
5. The structure of the Advisory Board may include representatives of ministries and agencies, employers of graduates, public figures, sponsors, UWED alumni, and individuals interested in the development and improvement of the University's activities.

6. The composition of the University's Advisory Board and these Provisions are approved by the Ministry of Foreign Affairs of the Republic of Uzbekistan.

II. Tasks and Authorities of the Advisory Board

7. The main tasks of the Advisory Board are as follows:

- Establishing a modern system for assessing the quality of bachelor's and master's degree programs and the effectiveness of scientific research at the University;
- Improving the quality and effectiveness of the educational process, and determining promising directions for training specialists and scientific-technical personnel, taking into account future labor market developments;
- Implementing prospective programs that contribute to the quality training of specialists;
- Developing scientific research and innovation activities, carrying out fundamental (applied) scientific and technical developments, and ensuring the rational integration of educational, scientific processes, and practical experience;
- Improving working conditions for pedagogical staff and organizing their professional development and retraining;
- Attracting sponsorship support, technical assistance (grants), and other non-budgetary funds to ensure the consistent development of the University's activities;
- Developing proposals to improve the quality of training at the University and providing recommendations to the University's rector regarding material and moral incentives for staff and students;
- Formulating proposals to send talented students to leading foreign educational institutions to further develop their knowledge and skills, and establishing special scholarships for them;
- Assisting in organizing international experience exchanges for the University's professors, doctoral candidates, researchers, and students;
- Supporting the introduction of advanced teaching methods, computer and information-communication technologies, and electronic educational resources into the educational process, including ensuring access to high-speed internet and providing modern educational-methodological literature, as well as supporting scientific research and innovation activities;
- Effectively organizing and improving the educational process and students' industrial internships;
- Assisting in strengthening the University's material-technical and educational-methodological base, developing its social infrastructure,

repairing and equipping its buildings, beautifying the campus, and coordinating other related matters.

8. The main authorities of the Advisory Board are as follows:

- Approving the University's long-term and medium-term strategic development program, setting specific measures to secure top rankings in internationally recognized organizations, and monitoring their implementation;
- Approving the University's annual and long-term financial-economic plans and the parameters of income and expenses, as well as discussing their execution;
- Establishing the procedure for incentivizing the University's rector and vice-rectors based on performance criteria (KPI) and determining their remuneration;
- Reviewing and assessing the activities of the rector and vice-rectors in relation to the implementation of the tasks set before the University and the achievement of target indicators, as well as receiving reports on their performance;
- Assigning additional tasks to the internal audit and financial control service of the University for monitoring purposes and receiving reports on the results of the control measures;
- Based on the priority areas of scientific and innovation development, determining the procedure and directions for the use of the University's innovation and other funds;
- Establishing the procedure for utilizing the University's non-budgetary development fund, including determining the distribution of expenditure shares;
- Making special decisions to delegate certain powers of the Advisory Board to the University's Academic Council or to assume certain powers of the Academic Council;
- The Advisory Board may also exercise other powers in accordance with applicable legislative documents, these Provisions, and the University's Charter.

9. The Advisory Board delegates the following matters and decision-making powers to the University's Academic Council:

- Establishing the procedure for incentivizing the heads and staff of the University and its affiliated organizations, professors and teaching staff, as well as foreign specialists, based on remuneration and performance criteria (KPI), excluding the Rector and Vice-Rectors of the University;

- Implementing and approving structural changes aimed at improving the University's management system (creating and closing university units, revising staffing positions, etc.);
- Determining the admission parameters for paid-contract-based education in various educational directions, specialties, and fields of study;
- Approving the medium-term income and expenditure parameters of the University and discussing their execution.

10. Advisory Board members have the following authorities to fulfill their assigned tasks:

- Participating in the discussion and resolution of matters reviewed during the meetings of the Advisory Board;
- Submitting proposals to the Board regarding pressing issues related to the development of the educational process at the University and its affiliated organizations;
- Providing conclusions on matters to be reviewed by the Advisory Board;
- Receiving necessary information and data from the Advisory Board in the prescribed manner;
- Developing and submitting proposals for amendments and additions to the Regulation on the Advisory Board to the Ministry of Foreign Affairs of the Republic of Uzbekistan for approval.

III. Structure of the Advisory Board and Assigned Responsibilities

11. Participation in the Advisory Board is voluntary, and all members have equal rights in decision-making on matters within the Board's authority.

In accordance with regulations, the Advisory Board is composed of an odd number of members, including the Chairperson, Vice-Chairperson, Secretary, and other members. If the Chairperson or Vice-Chairperson assumes a different position, leadership duties on the Board will be continued by newly appointed individuals to those roles. Other members of the Advisory Board, upon taking on new positions, may continue their membership with the consent of the Board.

The Advisory Board must consist of no fewer than eleven members and cannot have an even number. If proposals are made to renew the Board's membership by adding prominent representatives actively engaged in the university's activities, from both domestic and international spheres, these proposals are submitted to the Ministry of Foreign Affairs of the Republic of Uzbekistan for consideration.

The Chairperson of the Advisory Board is approved by the Ministry of Foreign Affairs of the Republic of Uzbekistan. By virtue of position, the Rector of the University is appointed as Vice-Chairperson of the Board.

12. At least 70% of the Advisory Board's membership shall consist of representatives from relevant ministries, agencies, personnel providers, public representatives, and sponsors. Matters related to the appointment and dismissal of the University's Rector and Vice-Rectors are discussed by the Advisory Board and then submitted to the Board of the Ministry of Foreign Affairs of the Republic of Uzbekistan for final decision-making

13. The appointment and dismissal of the heads of the Diplomatic Academy, the Institute for Prospective International Studies under the University, and the editorial board of the journal "*International Relations: Politics, Economics, Law*" are coordinated by the rector of the University.

14. The Advisory Board resolves issues related to the development of the University and its financial activities, including the formation of a targeted capital fund in the form of a non-governmental non-profit organization.

15. The Chairperson of the Advisory Board:

- Sets the agenda for Advisory Board meetings and convenes them;
- Approves the decisions of the Advisory Board and monitors their implementation;
- Approves the annual work plan of the Advisory Board and submits a report on the implementation of the plan for the Board's discussion;
- Represents the Advisory Board in state bodies and other organizations;
- Coordinates the work of Board members concerning the fulfillment of their assigned tasks;
- Carries out other powers necessary to ensure the effective functioning of the Advisory Board.

16. The Deputy Chairperson of the Advisory Board:

- Assists the Chairperson in the effective execution of their duties;
- Provides additional information and relevant documents on matters included in the meeting agenda, as needed;
- Monitors the implementation of the Advisory Board's decisions;
- Ensures adherence to the Advisory Board's annual work plan and coordinates the effective execution of its activities;
- Represents the Advisory Board in state bodies and other organizations;
- Acts on behalf of the Chairperson when the Chairperson is unable to participate and exercises the relevant powers.

17. The members of the Advisory Board have the following rights:

- Participate in discussions and decision-making on matters reviewed at Advisory Board meetings;
- Submit proposals to the Advisory Board on pressing issues regarding the development of work processes at the University and its affiliated organizations;
- Provide conclusions on matters to be reviewed by the Advisory Board.

18. The members of the Advisory Board perform their duties voluntarily as part of the Board duties. Members must attend the meetings in person or remotely. If they are unable to participate in either format, they have the right to submit their opinions on the agenda items in writing to the Board. A member who is absent from three consecutive meetings without a valid reason will be removed from the membership of the Advisory Board.

19. The Secretary of the Advisory Board:

- Provides organizational and technical support for the activities of the Advisory Board;
- Ensures that all necessary documents for the Advisory Board meetings are prepared on time;
- Coordinates the dates and location of the meetings with the Chairperson of the Advisory Board (or the Deputy Chairperson, if the Chairperson is unable to attend);
- Organizes the holding of Advisory Board meetings on the issues included in the agenda;
- Notifies the members of the Advisory Board and invited individuals of the meeting date, agenda, time, and location;
- Monitors the implementation of the Advisory Board's decisions;
- Prepares minutes of the Advisory Board meetings and sends the approved minutes to the members of the Advisory Board and other interested organizations. The Secretary of the Advisory Board is a member of the Board.

IV. Organization of the Advisory Board's Activities

20. Decisions on matters within the competence of the Advisory Board are made during its meetings.

21. The Advisory Board operates based on a plan it approves. Meetings of the Advisory Board may be held remotely or through written surveys, using information and communication technologies as necessary.

22. Extraordinary meetings of the Advisory Board may be convened at the written request of members, based on the reasons and justifications provided in the requests.

23. Members of the Advisory Board have the right to submit written proposals to include a matter in the meeting's agenda. Such proposals must contain a clear definition of the issue, the name of the presenter, the proposed draft decision, and the materials related to the agenda item.

24. Meetings of the Advisory Board are chaired by the Chairperson, or, in their absence, the Deputy Chairperson. A quorum for holding a meeting requires a majority of the appointed members of the Advisory Board.

25. If a quorum is not reached, or if both the Chairperson and the Deputy Chairperson are absent, a new date for the Advisory Board meeting is announced.

26. Depending on the nature of the issues being considered, heads and specialists from ministries, agencies, and other organizations, as well as University professors, staff, and other individuals, may be invited to attend Advisory Board meetings.

27. At least 5 (five) calendar days before the scheduled date of the Advisory Board meeting, the Secretary of the Board must provide the Chairperson:

- The draft agenda of the Advisory Board meeting;
- Draft decisions on the issues included in the agenda;
- Necessary documents and informational materials on the agenda items.

28. The draft agenda, approved by the Chairperson or Deputy Chairperson, along with relevant materials, must be sent to the members of the Advisory Board no later than 3 (three) calendar days before the meeting.

At the same time, each member of the Advisory Board must be notified about the meeting via electronic notification, official letter, phone message, or personal delivery. The notification must include the date, time, and location of the meeting.

29. The information (resources/documents) for the Advisory Board meetings are prepared by the Secretary of the Board in coordination with relevant University departments.

30. If necessary, the date, time, and location of the meeting may be changed (or postponed) with the consent of the majority of the Advisory Board members.

31. Decisions at an Advisory Board meeting are made by a majority vote of the total members of the Board. Each member of the Advisory Board holds one vote when making decisions on agenda items. In the event of a tie, the vote of the chairperson presiding over the meeting is considered decisive.

A member of the Advisory Board does not have the right to vote on behalf of another member.

Minutes are kept for each Advisory Board meeting. The minutes must be formalized no later than five (5) calendar days from the date of the meeting.

32. The minutes of the Advisory Board meeting must include:

- The place and time of the meeting;
- The individuals present at the meeting;
- The agenda of the meeting;
- The items put to a vote and the results of the voting;
- The resolution of the meeting

33. The minutes of the Advisory Board meeting are signed by the Chairperson (or the person chairing the meeting) and the Secretary of the Board.

The written statements of Advisory Board members who voted remotely, expressed in written form and signed by them personally, shall be attached to the minutes of the Advisory Board meeting.

34. The Secretary of the Advisory Board is responsible for preserving the original minutes.

35. Minutes of the meeting, approved by the Chairperson (or acting Chair) of the Advisory Board, are to be distributed by the Secretary of the Advisory Board to the Chairperson and members within three (3) calendar days after approval.

The original copy of the Advisory Board minutes, along with its related materials, is to be archived at the University.

The Rector of the University is responsible for ensuring the proper preservation of Advisory Board documents in accordance with established procedures.

36. The Secretary of the Advisory Board, with the assistance of Board members, regularly monitors and reviews the implementation of the Advisory Board's decisions and, when necessary, submits relevant proposals to the Chairperson (or Vice-Chairperson) of the Board.

V. Final Provisions

37. If the Advisory Board makes decisions on matters beyond its authority or is unable to fully fulfill its responsibilities, it will be dissolved in the established manner. In this case, the new composition of the Advisory Board will be reformed based on the requirements outlined in Chapter III of these Provisions.

38. Members of the Advisory Board are not permitted to hold powers that are not specified in these Provisions, nor are they allowed to interfere with the powers of the University Rector as defined by legislative documents.

39. No interference in the activities of the Advisory Board by state management bodies, local government authorities, or other organizations is permitted.

40. Individuals responsible for violating the requirements of these Provisions will be held accountable in accordance with legislative documents.

41. These Provisions come into effect on the date of their approval.

42. Amendments and additions to these provisions come into effect on the date of their approval and will be discussed with the members of the Advisory Board and approved by the Ministry of Foreign Affairs of the Republic of Uzbekistan.