

UNIVERSITY OF WORLD ECONOMY AND DIPLOMACY

REGULATION ON THE ADVISORY BOARD

2025

REGULATION
on the Advisory Board of the University of World Economy and Diplomacy

I. General Provisions

1. This Regulation governs 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", Decree of the President of the Republic of Uzbekistan No. PF-5847 dated October 8, 2019 "On Approval of the Concept for the Development of the Higher Education System of the Republic of Uzbekistan until 2030", Resolutions of the President of the Republic of Uzbekistan dated December 24, 2021 No. PQ-60 "On Additional Measures to Ensure the Academic and Organizational-Managerial Independence of State Higher Education Institutions" and No. PQ-61 "On Measures to Grant Financial Independence to State Higher Education Institutions", and other legislative acts, and is a governing body of 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 is not subject to state registration. The Advisory Board operates on a voluntary (public) basis and is a strategic body for the effective management of the University.

4. The Advisory Board carries out its activities 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 and other legislative acts, as well as the Charter of the University and this Regulation.

5. The Advisory Board may include representatives of ministries and agencies, employers of graduates, the public, sponsors and UWED alumni, as well as persons interested in the improvement and development of the University's activities.

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

II. Tasks and Powers of the Advisory Board

7. The main tasks of the Advisory Board are:

- establishing a modern system for assessing the quality of bachelor's and master's training and the effectiveness of research in the

University's fields of study;

- improving the quality and effectiveness of the educational process and identifying promising areas for training specialists and research personnel, taking into account the future development of the labour market;
- implementing forward-looking programmes that contribute to the quality of specialist training;
- developing research and innovation activities, carrying out fundamental (applied) research and development, and rationally integrating the educational and research processes with practice;
- improving the working conditions of teaching staff and organizing their professional development and retraining;
- attracting sponsorship, technical assistance (grants) and other extra-budgetary funds for the consistent development of the University's activities;
- developing proposals to improve the quality of training at the University and making recommendations to the Rector of the University on material and moral incentives for staff and students;
- formulating proposals for sending talented students to leading foreign educational institutions to study and improve their knowledge and skills, and establishing special scholarships for them;
- assisting in organizing international exchanges of experience for the University's professors, doctoral students, researchers and students;
- assisting in introducing advanced forms and methods of teaching, computer and information and communication technologies and electronic educational resources into the educational process, including access to high-speed internet and the provision of modern teaching and methodological literature, and supporting research and innovation activities;
- effectively organizing and improving the educational process and students' work placements;
- assisting in strengthening the University's material, technical and teaching-methodological base, developing its social infrastructure, repairing and equipping its buildings, landscaping its grounds and coordinating other related matters.

8. The main powers of the Advisory Board are:

- approving the University's long-term and medium-term strategic development programme, setting targeted measures for attaining top positions in the rankings of internationally recognized organizations,

and monitoring their implementation;

- approving the University's annual and long-term financial and economic plan and its income and expenditure parameters, and discussing their implementation;
- determining the remuneration of the Rector and Vice-Rectors of the University and the procedure for their incentives based on key performance indicators (KPIs);
- reviewing the activities of the Rector and Vice-Rectors and hearing their reports on the implementation of the tasks set for the University and the achievement of target indicators;
- assigning additional monitoring tasks to the University's internal audit and financial control service and receiving reports on the results of control measures;
- determining the procedure and directions for spending the University's innovation and other funds, based on the priority areas of the development of science and innovation;
- determining the procedure for using the University's extra-budgetary development fund, including the distribution of expenditure shares;
- adopting separate decisions on delegating certain powers of the Advisory Board to the Academic Council of the University, as well as on assuming powers falling within the competence of the Academic Council.

The Advisory Board may also exercise other powers in accordance with applicable legislation, this Regulation and the Charter of the University.

9. The Advisory Board delegates to the Academic Council of the University its powers to consider and decide on the following matters:

- determining remuneration and the KPI-based incentive procedure for the heads and staff, professors and teaching staff of the University and its affiliated organizations, as well as foreign specialists (except for the Rector and Vice-Rectors of the University);
- implementing and approving structural changes aimed at improving the University's management system (establishing and closing University units, revising staff positions, etc.);
- determining admission parameters for fee-paying (contract) study by field of study, specialty and specialization;
- approving the University's medium-term income and expenditure parameters and discussing their implementation.

10. In order to fulfil their tasks, members of the Advisory Board have the following powers:

- to participate in the discussion and resolution of matters considered at meetings of the Advisory Board;
- to submit proposals to the Board on topical issues of the development of the educational process at the University and its affiliated organizations;
- to provide opinions on matters considered by the Advisory Board;
- to receive necessary data and information from the Advisory Board in the prescribed manner;
- to develop proposals for amendments and additions to the Regulation on the Advisory Board and submit them to the Ministry of Foreign Affairs of the Republic of Uzbekistan for approval.

III. Composition of the Advisory Board and Responsibilities of Its Members

11. The Advisory Board is formed on the principles of voluntary participation and equal rights of all its members in resolving matters within its competence.

As a rule, the Advisory Board consists of an odd number of members, including the Chairperson, the Deputy Chairperson, the Secretary and other members. If the Chairperson or the Deputy Chairperson moves to another position, the leadership of the Board is continued by the persons newly appointed to those positions. Other members of the Advisory Board who move to another position may continue their membership with the consent of the Advisory Board.

The Advisory Board may not have fewer than eleven members or an even number of members. Proposals to renew the membership of the Advisory Board with prominent figures from Uzbekistan and abroad who actively participate in the life of the University 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. The Rector of the University is appointed Deputy Chairperson of the Advisory Board ex officio.

12. At least 70 percent of the members of the Advisory Board shall be representatives of the relevant ministries and agencies, employers, the public and sponsors. Matters relating to the appointment and dismissal of the Rector and Vice-Rectors of the University are discussed by the Advisory Board and submitted to the Collegium of the Ministry of Foreign Affairs of the Republic of Uzbekistan for a final decision.

13. The Advisory Board agrees the appointment and dismissal by the Rector of the University of the heads of the Diplomatic Academy, the Institute for

Advanced International Studies under the University and the editorial office of the journal “International Relations: Politics, Economics, Law”.

14. The Advisory Board resolves matters relating to the development of the University and its financial activities, including forming a targeted endowment fund in the form of a non-governmental non-profit organization.

15. The Chairperson of the Advisory Board:

- sets the agenda of meetings of the Advisory Board 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 the report on its implementation for discussion by the Board;
- represents the Advisory Board in state bodies and other organizations;
- coordinates the work of Board members in fulfilling the tasks assigned to them;
- exercises other powers to ensure the effective functioning of the Advisory Board.

16. The Deputy Chairperson of the Advisory Board:

- assists the Chairperson of the Advisory Board in the effective performance of their duties;
- provides additional information on agenda items and, where necessary, the relevant documents;
- monitors the implementation of the decisions of the Advisory Board;
- coordinates compliance with the annual work plan of the Advisory Board and the effective performance of its activities;
- represents the Advisory Board in state bodies and other organizations;
- acts for the Chairperson of the Advisory Board in their absence and exercises the relevant powers.

17. Members of the Advisory Board have the right to:

- participate in the discussion and resolution of matters considered at meetings of the Advisory Board;
- submit proposals to the Advisory Board on topical issues of the development of work processes at the University (and its affiliated organizations);
- provide opinions on matters considered by the Advisory Board.

18. Members of the Advisory Board perform their duties on a voluntary (public) basis.

Members of the Advisory Board must attend meetings in person or remotely. If they are unable to attend in either form, a member of the Advisory

Board may submit their opinion on the agenda items to the Board in writing.

A member who fails to attend three (3) consecutive meetings of the Board without a valid reason is removed from 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 documents required for meetings of the Advisory Board are prepared in a timely manner;
- agrees the dates and venue of meetings with the Chairperson of the Advisory Board (or, in their absence, the Deputy Chairperson);
- organizes meetings of the Advisory Board on agenda items;
- informs the members of the Advisory Board and invited persons of the date, draft agenda, time and venue of the meeting;
- monitors the implementation of the decisions of the Advisory Board;
- draws up the minutes of the Advisory Board and sends the approved minutes to its members and other interested organizations.

The Secretary of the Advisory Board is a member of the Board.

IV. Organization of the Activities of the Advisory Board

20. Decisions of the Advisory Board on matters within its competence are adopted at its meetings.

21. The Advisory Board works on the basis of a plan approved by it. Where necessary, meetings of the Advisory Board may be held remotely using information and communication technologies or by written poll.

22. Extraordinary meetings may be convened by the Chairperson of the Advisory Board on the basis of written requests from members. Such requests must state the reasons and grounds for convening an extraordinary meeting.

23. Members of the Advisory Board have the right to submit written proposals to include an item on the agenda of a meeting. Such a proposal must contain a precise wording of the item, the full name of the speaker, a draft decision and materials on the agenda item.

24. Meetings of the Advisory Board are chaired by the Chairperson or, in their absence, by the Deputy Chairperson. The quorum for a meeting is a majority of the total number of appointed members of the Advisory Board.

25. If there is no quorum, or if both the Chairperson and the Deputy Chairperson are absent, a new date for the meeting of the Advisory Board is announced.

26. Depending on the nature of the matters under consideration, heads and

specialists of ministries, agencies and other organizations, professors, teaching staff and employees of the University, and other persons may be invited to meetings of the Advisory Board.

27. No later than 5 (five) calendar days before the date of a meeting, the Secretary of the Advisory Board submits to the Chairperson:

- the draft agenda of the meeting;
- draft decisions of the Advisory Board on the agenda items;
- the necessary documents and information materials on the agenda items.

28. The draft agenda approved by the Chairperson or the Deputy Chairperson and the relevant materials are sent to the members of the Advisory Board no later than 3 (three) calendar days before the date of the meeting.

At the same time, each member of the Advisory Board is sent a notice of the meeting. The notice may be sent electronically, by official letter or telephone message, or delivered to the member in person, and must contain the date, time and venue of the meeting.

29. Information (materials) for meetings of the Advisory Board is prepared by the Secretary of the Advisory Board together with the relevant units of the University.

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

31. Decisions at meetings of the Advisory Board are adopted by a majority vote of the total number of Board members. Each member of the Advisory Board has one vote when decisions are taken on agenda items. In the event of a tie, the presiding officer has the casting vote.

A member of the Advisory Board may not vote on behalf of another member of the Board.

Minutes are kept at meetings of the Advisory Board. The minutes are drawn up no later than 5 (five) calendar days from the date of the meeting.

32. The minutes of a meeting of the Advisory Board state:

- the place and time of the meeting;
- the persons who attended the meeting;
- the agenda of the meeting;
- the items put to the vote and the results of the vote;
- the decisions adopted.

33. The minutes of a meeting of the Advisory Board are signed by the Chairperson (presiding officer) and the Secretary of the Advisory Board.

Written opinions of members of the Advisory Board who voted in absentia, personally signed by them, are attached to the minutes of the meeting.

34. The Secretary of the Advisory Board ensures the safekeeping of the original minutes of the Advisory Board.

35. Minutes approved by the Chairperson (presiding officer) of the Advisory Board are sent by the Secretary to the Chairperson and members of the Advisory Board within 3 (three) calendar days of their approval.

The original minutes of the Advisory Board and the related materials are kept at the University.

The Rector of the University is responsible for the safekeeping of the documents of the Advisory Board in the prescribed manner.

36. The Secretary of the Advisory Board, with the assistance of its members, regularly reviews the implementation of the decisions of the Advisory Board and, where necessary, submits relevant proposals to the Chairperson (Deputy Chairperson) of the Advisory Board.

V. Final Provisions

37. If the Advisory Board adopts decisions on matters outside its competence or is unable to fully perform its tasks, it is dissolved in the established manner. In this case, a new Advisory Board is formed in accordance with the requirements of Chapter III of this Regulation.

38. Members of the Advisory Board may not exercise powers not provided for in this Regulation or interfere with the powers of the Rector of the University established by legislation.

39. Interference by state administration bodies, local government bodies and other organizations in the activities of the Advisory Board is not permitted.

40. Persons guilty of violating the requirements of this Regulation are liable in accordance with legislation.

41. This Regulation comes into force on the date of its approval.

42. Amendments and additions to this Regulation are discussed with the members of the Advisory Board and approved by the Ministry of Foreign Affairs of the Republic of Uzbekistan.