

**Scientific Council of Sumgait State University
of the meeting dated 07.03.2022 (pr. No. 7)
Decisions**

Attended: 47 members out of 49 members of the Scientific Council.

I object: Report of the Council of Young Scientists of SSU (Chairman of the Council of Young Scientists Assoc. Kh. Mursaliyeva)

1.1. About the report of the Council of Young Scientists of SSU, the Chairman of the Council of Young Scientists Assoc. Kh. Mursaliyeva's information should be taken into account.

1.2. The participation of SSU young scientists in seminars held by 'British Council', 'Clarivate Analytics' and other scientific innovation-oriented events, in webinars called 'Erasmus+ programs' should be evaluated positively.

1.3. It should be noted that the 2021-2022 Action Plan of the Council of Young Scientists of SSU is in accordance with the Strategic Development Plan of the university for 2020-2025.

1.4. The supervision of the implementation of the measures envisaged in the Action Plan of the Council of Young Scientists for 2021-2022 should be entrusted to the Vice-Rector for Science and Innovations prof. R. Mammadov.

II object: The results of the survey conducted among SSU students regarding the results of the fall semester of the 2021/2022 academic year (Narmin Hasanova, Head of the Department of Quality Assurance in Education)

2.1. The information of Narmin Hasanova, head of the quality assurance department in education, should be taken into account regarding the results of the survey conducted among SSU students regarding the end of the fall semester of the 2021/2022 academic year.

2.2. It should be positively evaluated that the questions used in the survey serve to improve the quality of education and to improve the quality of education in SSU in general.

2.3. It should be noted that a total of 2,561 students from all faculties of the university participated in the survey conducted by the Department of Quality Assurance in Education. The vast majority of the students who participated in the survey positively evaluated the progressive works and measures aimed at the development of SSU.

2.4. Consideration of the proposals put forward by the students participating in the survey, such as repairing the 3rd educational building, opening additional faculties in the university, reducing the exam questions, conducting part of the exams in the form of tests, canceling online education, vice-rector for teaching organization and educational technologies N. Talibova should be assigned.

2.5. Narmin Hasanova, head of the department of quality assurance in education, should be tasked with bringing the information to the attention of the students about the consideration of the proposals put forward by the students participating in the survey.

III object: About the events to be held on the occasion of the 99th anniversary of the birth of the national leader Heydar Aliyev and the 104th anniversary of the establishment of the Azerbaijan Democratic Republic (ADR) (Chairman of the Trade Union Committee Assoc. E. Khalilov)

3.1. The information of the Chairman of the Trade Union Committee Assoc. E. Khalilov should be taken into account about the events to be held on the occasion of the 99th anniversary of the birth of the national leader Heydar Aliyev and the 104th anniversary of the establishment of the Azerbaijan Democratic Republic (ADR) and the deans of the faculty should be instructed to implement the mentioned events in a timely manner.

IV object Various issues

4.1. On granting publication rights to educational materials (Scientific Secretary prof. M. Samadov)

4.1.1. The publication of teaching and teaching-methodical materials named below should be allowed.

1. Агаев Тахир Довлет оглы. Метеорологический режим и его влияния на загрязнение воздуха городов. Монография. Сумгайыт: Отдел редакции и полиграфических работ СГУ, 2022, 321 с.

Main: Protocol No. 11 dated February 23, 2022 of the meeting of the Division of Biology, Geography and Agricultural Sciences of the Editorial Publishing Board of SSU

2 Muradov Mahal Mayil oglu, Agayev Akbar Ali oglu, Nazarova Mushkunaz Kichmirza gizi, Pirguliyeva Matanat Safar gizi, Hatamov Matlab Murtuz oglu, Guliyev Telman Dadash oglu. Problems and examples (with solutions) from the basics of electrochemical production. Textbook. - Sumgait: Editorial and publishing department of SSU, 2022. 265 p. (050618 for undergraduate training in engineering)

Main: Protocol No. 16 dated March 1, 2022 of the meeting of the Chemical Sciences Section of the Editorial Publishing Board of SSU

3 Adigozalova Shalala Ali gizi. *History of development of school and pedagogical thought in Azerbaijan (XVII XVIII centuries). Textbook. Sumgait: Editorial and publishing department of SSU, 2022, 160 p. (050112 for undergraduate training in Preschool Education)*

Main: Protocol No. 17 dated March 1, 2022 of the meeting of the Pedagogical Sciences section of the Editorial and Publishing Board of SSU

4 Ahmadov Bilal Aziz oglu, Mammadov Ilham Yusif oglu, Hajiyev Tapdig Beniga oglu. Methodology of teaching the subject of grade preparation. Methodical means. Sumgait: Editorial and publishing department of SSU, 2022, 84 p. (050106 For

undergraduate training in the specialty of physical education and pre-service teacher training)

Main: Protocol No. 17 dated March 14, 2022 of the section meeting of of the Editorial Publishing Board of SSU

5. *Agayev Akbar Ali oglu, Hatamov Matlab Murtuz oglu, Shirinov Panah Mohammad oglu. Drilling products and chemical reagents used in their preparation. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 13 p. (050606 for undergraduate training in oil and gas engineering)*

Main: Extract from the protocol of the online meeting No. 05 dated February 2, 2022 of the Educational Methodological Council of SSU

6. *Agayev Akbar Ali oglu, Hatamov Matlab Murtuz oglu, Shirinov Panah Mohammad oglu. Dewatering, salting and stabilization of extracted oil. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 13 p. (050606 for undergraduate training in oil and gas engineering)*

Main: Extract from the protocol of the online meeting No. 05 dated February 2, 2022 of the Educational Methodological Council of SSU

7. *Huseynova Malahat Soltan gizi. Business administration. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 9 p. (060409 Business management specialization, for master's training in Business organization and management specialization)*

Main: Extract from the protocol of the online meeting No. 05 dated February 2, 2022 of the Educational Methodological Council of SSU

8. *Huseynova Malahat Soltan gizi. Management of innovation processes. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 10 p. (060407 Management specialty, for master's training in innovation and order management specialization)*

Main: Extract from the protocol of the online meeting No. 05 dated February 2, 2022 of the Educational Methodological Council of SSU

9. *Huseynova Malahat Soltan gizi. Business development strategy. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 12 p. (060409 Business management specialization, for master's training in Business organization and management specialization)*

Main: Extract from the protocol of the online meeting No. 05 dated February 2, 2022 of the Educational Methodological Council of SSU

10. *Mammadova Samira Khagani gizi. History of Azerbaijani Literature. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 13 p. (050112 Preschool education, 050118 for undergraduate training in social psychological service specialties in education)*

Main: Extract from the protocol of the online meeting No. 06 dated February 23, 2022 of the Teaching Methodological Council of SSU

11. *Huseynov Galib Siraj oglu, Mammadova Sakhavat Tofiq gizi. Creative and innovation management. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 11 p. 060407 for the master's training in the specializations of Innovation and Management and Management (by fields) of the management specialty)*

Main: Extract from the protocol of the online meeting No. 05 dated February 2, 2022 of the Educational Methodological Council of SSU

12. *Huseynov Galib Siraj oglu, Mammadova Saida Rahim gizi. Risk management. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 9 p. 060407 for the master's training in the specializations of Innovation and Management and Management (by fields) of the management specialty)*

Main: Extract from the protocol of the online meeting No. 05 dated February 2, 2022 of the Educational Methodological Council of SSU

13. *Mammadov Ilgar Samandar oglu. Management decisions. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 9 p. (060409 Business management specialization, for master's training in Business organization and management specialization)*

Main: Extract from the protocol of the online meeting No. 05 dated February 2, 2022 of the Educational Methodological Council of SSU

14. *Mammadov Ilgar Samandar oglu, Ahmedova Tarana Mutallim gizi. Business valuation. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 12 p. (060409 Business management specialization, for master's training in Business organization and management specialization)*

Main: Extract from the protocol of the online meeting No. 05 dated February 2, 2022 of the Educational Methodological Council of SSU

15. *Huseynova Malahat Soltan gizi, Gasimova Zulfiya Mirza gizi. Business restructuring. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 16 p. (060409 Business management specialization, for master's training in Business organization and management specialization)*

Main: Extract from the protocol of the online meeting No. 05 dated February 2, 2022 of the Educational Methodological Council of SSU

Scientific secretary:

prof. M. M. Samadov

**Scientific Council of Sumgait State University
of the meeting dated 07.06.2022 (pr. No. 10)**

Decisions

Attended: 47 members out of 49 members of the Scientific Council.

I object: About the results of the examination session of the spring semester of the 2021/2022 academic year

a) On the Undergraduate level (Director of Teaching Methodological Center Faig Shirinov)

b) On the master's level (head of the doctoral and master's degree department, associate professor S. Khalilov)

c) On Sumgait State Technical College under SSU (Director of SSTC Assoc. M.Pirguliyeva)

1.1. Regarding the results of the examination session of the spring semester of the 2021/2022 academic year, Faig Shirinov's, the director of the Teaching Methodological Center at the undergraduate level, Associate Professor S.Khalilov's, the head of the Department of Doctoral and Master's Studies at the master's level, and the director of the Technical Education Center at the Sumgait State Technical College under SSU Assoc. M.Pirguliyeva's information should be taken into account.

1.2. The examination session of the spring semester of the 2021/2022 academic year was conducted in accordance with the order of the Minister of Education No. F-282 dated 19.05.2022 and the order No. R-24/1 of the rector of Sumgait State University dated 19.05.2022 .

1.3. It should be noted that the exam session was held in an organized manner, the coordinators supervising the exams were informed in advance, the course of the exams was under the constant control of the university management and faculty deans, the Appeals Commission and the exam headquarters were active during the exam session.

1.4. 'Graduate Day' at SSU was organized with the high level of organization and with the participation of the Deputy Minister of Education of the Republic of Azerbaijan Firudin Gurbanov, the head of Sumgait City Executive Authority Zakir Farajov and the head of the Sumgait City Police Department, Colonel Fagan Azadeliyev, the presentation of diplomas of distinction, certificates of honor, prizes and gifts to the participating graduates (undergraduate and graduate) who have high academic performance and are active in the social and cultural life of the university should be positively evaluated.

1.5. Faculty deans and heads of departments should be tasked with strengthening work in the direction of further development of students' writing and speaking skills, learning foreign languages, increasing their ability to use modern computer software devices, and expanding their involvement in international exchange programs.

1.6 . In order to achieve the goals set in accordance with the Strategic Development Plan of SSU, the efforts to achieve a high level of formation of students' knowledge, skills and habits during the education period, and to increase the opportunities for graduates to enter the labor market should be entrusted to faculty deans, department heads and heads of structural units.

1.7. On the initiative and proposal of the Rector, the planning of the admission of talented students who graduated from the bachelor's level of SSU with high academic indicators to the master's level of the Ufa State Oil Technical University and the payment of tuition fees by USOTU should be positively evaluated.

1.8. Faculty deans should be tasked with identifying Russian-speaking, talented and hard-working graduates who graduated from the bachelor's level of SSU and helping them to be getting into the master's level of USOTU.

II object: About the results of the SSU delegation's visit to the Ufa State Oil Technical University (Vice Rector for International Relations Assoc. G.Atayev)

2.1. About the results of the SSU delegation's visit to the Ufa State Oil Technical University, Vice-Rector for International Relations Assoc. G.Atayev's information should be taken into account.

2.2. Participation of SSU delegation in the 30th Anniversary Exhibition Forum 'Gas-Oil-Technologies' held at Ufa State Oil Technical University (USOTU), establishment of relations with delegations from universities of other countries and cities (St. Petersburg, Kazakhstan, Tatarstan, etc.) and holding an information session with our Azerbaijani compatriots living in Ufa, familiarizing foreign citizens with the rules of admission to SSU should be evaluated positively.

2.3. The participation of the SSU representatives as the face of the jury in the subject Olympiad held at the Ufa State Oil Technical University, the delegation's exchange of experience at the Salavat Institute, and the active participation in the Azerbaijan Culture Days held in Ufa should be positively evaluated.

2.4. It should be noted that the details of the bilateral cooperation agreement proposed by Ufa State Aviation Technical University (USATU) with SSU were partially discussed and it was decided to send a delegation of Ufa State Aviation Technical University to SSU in the next semester for the preparation and approval of the final version of the cooperation agreement.

2.5. It should be noted that within the framework of the Association of Russian-Azerbaijani Universities, the relations of SSU employees with advanced universities of Russia have been expanded in a bilateral and multilateral format, and work in this direction is continued.

2.6. The participation of SSU professors and teachers in the exchange of experience in the universities of Turkey, Russia and other foreign countries, giving lectures and actively participating in joint scientific and research work should be positively evaluated, and the supervision of the focus and expansion of these works should be directed to the deans of the faculty and the vice-rector for International Relations, Assoc.G. Atayev.

III object: About the events held in connection with the 60th anniversary of SSU (Chairman of the Trade Union Committee Assoc. N. Ibayev)

3.1. About the events held in connection with the 60th anniversary of SSU, the Chairman of the Trade Union Committee Assoc. N. Ibayev's information should be taken into account.

3.2. The meeting held in Guba city with the participation of a group of teachers of the university, employees of the Guba-Khachmaz Regional Education Department, Guba intellectuals, representatives of Gusar district secondary schools, high school

students and graduates of SSU in connection with the 60th anniversary of SSU should be positively evaluated.

3.3. It should be noted that as employees of SSU, the Chairman of the Trade Union Committee Assoc. N. Ibayev, director of the university's Career Center, Assoc. A. Isayev, head teacher of the department of Azerbaijani language and its teaching methodology, Ali Rzazadeh, deputy dean of the Faculty of Economics and Management, Araz Mirzabayov, chairman of the Student Youth organization Emin Novruzlu, participated.

3.4. At the meeting, the director of the Guba-Khachmaz Regional Education Department Rufat Hajiyev's, the chairman of the SSU Trade Union Committee Assoc N. Ibayev's, head of the Career Center of SSU, associate professor A. Isayev's, writer-publicist Ali Rzazadeh's, and deputy dean of the Faculty of Economics and Management, Araz Mirzabayov's speeches should be evaluated positively.

IV object: On the implementation of the decisions of the Scientific Council (Scientific Secretary Prof. M. Samadov)

4.1 The information of the Scientific Secretary Prof. M. Samadov about the implementation of the decisions of the Scientific Council should be taken into account

4.2. It should be noted that in the 'State program for increasing the international competitiveness of the higher education system in the Republic of Azerbaijan for the years 2019-2023', the development of business-creative environment in Azerbaijani universities is indicated as one of the priority directions. Based on the relevant provisions of the State Program, the Strategic Development Plan for 2020-2025, approved by the Scientific Council of SSU, envisages the creation of an 'Innovation and Creativity Center' at the university, and the implementation of relevant works is planned.

4.3. With the order of R-29/1 dated 27.05.2022 of the Rector of SSU, a working group, a Mentor group and an Expert group were established for the purpose of establishing the 'Innovation and Creativity Center' and ensuring its efficient operation, and the working group's action plan was approved.

4.4. It should be noted that in order to speed up the work towards the creation of the 'Innovation and Creativity Center', on 05.06.2022, the members of the working group - Vice-Rector for Science and Innovation Prof. R. Mammadov, Vice-Rector for Economic Affairs Naib Hajiyev and Head of the Scientific Department Assoc. S. Orujov visited the 'INNOLAND Incubation and Acceleration Center' of the State Agency for Service to Citizens and Social Innovations under the President of the Republic of Azerbaijan, and gathered enough experience in the direction of the creation of a modern innovative technopark at the university and the organization of its efficient operation.

4.5. As part of the work carried out in the direction of the creation of the 'Innovation and Creativity Center', a consultation meeting was held on the 'Zoom platform' between the members of the working group from the Ministry of National Education of the Republic of Turkey and TUBITAK, international mentors on startup creativity, 'Innovation and Creativity' at SSU the planning of inviting Turkish specialists to SSU for the purpose of establishing step-by-step innovation

and creative works of the Center, discussing the operation plan of the center and conducting relevant trainings should be positively evaluated.

4.6. It should be noted that the decisions of the Academic Council were implemented on time by all faculties, departments and other structural units. Prospective issues are constantly kept in the center of attention, work is continued towards their implementation, and if necessary, they are revised.

V object: Approval of the Work plan of the Scientific Council for the academic year 2022/2023

5.1. Scientific secretary prof. M.M. Samadov's information should be taken into account and the Work plan of the Scientific Council should be approved.

VI object: Various issues

6.1. Approval of curricula of new majors planned for the 2022/2023 academic year

6.1.1. 050629-Mechatronics and robotics engineering (full-time education) at the undergraduate level of the Faculty of Engineering; 050629-Mechatronics and robotics engineering (part-time study); 050628-Mechanical engineering (part-time study); 050621- Logistics and transport technologies engineering (correspondence education) specialties; 060628-Process automation engineering specialty at master's level - informatics and management specialization (formal education) in technical systems' study plan should be approved.

6.1.2. 060626 at the graduate level of the Faculty of Physics and Electric Power's- the Electrical Engineering specialization, Optimization and Modeling of Power Supply's study plan should be approved.

6.1.3. the study plan of the 050108-Informatics teaching (formal education) specialty at the undergraduate level of the Faculty of Mathematics should be approved.

6.1.4. Bachelor's degree of the Faculty of Economics and Management 050810-Tourism business organization (full-time education); 050810-Organization of tourism work (correspondence education); 050407-Marketing (correspondence education) majors' the study plan should be approved.

6.1.5. 050111-the study plan of Corrective training (full-time education) at the undergraduate level of the Faculty of Philology; the Child and Age Psychology (full-time education) specialization of the 060209-Psychology specialty at the master's level should be approved.

6.1.6. 050807-the study plan of Social work (full-time) at the undergraduate level of the Faculty of History and Geography; 050807- the social work (part-time) specialty should be approved.

6.2. On granting publication rights (stamp) to educational materials

6.2.1 The publication of teaching and teaching-methodical materials named below should be allowed.

1. Karimli Samir Salim oglu. Development of communication in the Republic of Azerbaijan (1991-2001). Monograph. Sumgait: Editorial and publishing department of SSU, 2022, 142 p.

Main: Protocol No. 8 dated June 20, 2022 of the History, Anthropology and Political Sciences Section Meeting of the Editorial Publishing Board of SSU

2. *Ahmedov Rustam Vali oglu. Azerbaijani Turks and Turkmen historical and cultural relations. Monograph. Sumgait: Editorial and publishing department of SSU, 2022, 191 p.*

Main: Protocol No. 10 dated July 4, 2022 of the History, Anthropology and Political Sciences Section Meeting of the Editorial Publishing Council of SSU

3. *Aliyev Fikret Tofiq oglu. Laboratory exercises on the subject of primitive plants and fungi. Textbook. Sumgait: Editorial and publishing department of SSU, 2022, 240 p. (050501-for undergraduate training in Biology)*

Main: Protocol No. 13 dated May 26, 2022 of the meeting of the Division of Biology, Geography and Agricultural Sciences of the Editorial Publishing Board of SSU

4. *Maharramova Sona Sabeddin gizi. History of Eastern European countries (second half of the 19th century, beginning of the 21st century). Textbook. Sumgait: Editorial and publishing department of SSU, 2022, 195 p. (For undergraduate training in 050113-History teaching, history and geography teaching majors 050114)*

Main: Protocol No. 09 dated June 28, 2022 of the History, Anthropology and Political Sciences section meeting of the SSU Editorial Board

5. *Rustamova Gulbas Rasul gizi. Customs work. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 13 p. (For undergraduate training in 050401- International trade and logistics and 050407- Marketing)*

Main: Extract from the protocol of the online meeting No. 09 of the Educational Methodological Council of SSU on May 27, 2022

6. *Huseynov Galib Siraj oglu, Hajiyeva Zulfiya Elman gizi. Management of innovation projects. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 9 p. (060407 (Management specialization, for master's training in innovation and project management and management specializations (by fields))*

Main: Extract from the protocol of the online meeting No. 09 of the Educational Methodological Council of SSU on May 27, 2022

7. *Huseynov Ghalib Siraj oglu, Mirzabayov Araz Aliosman oglu. Management and leadership. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 11 p. (060407 Management specialty for master's training in Management (by fields) specialization)*

Main: Extract from the protocol of the online meeting No. 09 of the Educational Methodological Council of SSU on May 27, 2022

8. *Aliguliyeva Khayala Vagif gizi. Radiophysics. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 13 p. (050105 for undergraduate training in Physics teaching)*

Main: Extract from the protocol of the online meeting No. 09 of the Educational Methodological Council of SSU on May 27, 2022

9. *Ahmadov Bilal Aziz oglu, Mammadov Ilham Yusif oglu, Hajiyev Tapdig Beniga oglu. Military sports games and teaching methodology. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 11 p. (050106 For bachelor's training in the specialty of physical education and pre-service teacher training)*

Main: Extract from the protocol of the online meeting No. 09 of the Educational Methodological Council of SSU on May 27, 2022

10. *Ahmedzadeh Mehman Imran oglu, Mammadova Shalala Rahim gizi. Banking. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 12 p. (For undergraduate training in 050406 Finance, 050409 Accounting majors)*

Main: Extract from the protocol of the online meeting No. 09 of the Educational Methodological Council of SSU on May 27, 2022

11. *Ahmedzadeh Mehman Imran oglu, Mammadova Shalala Rahim gizi. Insurance business. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 16 p. (For undergraduate training in 050406 Finance, 050409 Accounting majors)*

Main: Extract from the protocol of the online meeting No. 09 of the Educational Methodological Council of SSU on May 27, 2022

12. *Ahmadov Aslan Diyar oglu, Abdulova Nafisa Abdulfas gizi. Operation, repair and tuning of electric transmission. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 13 p. (050607 for undergraduate training of Electrical and Electronics Engineering)*

Main: Extract from the protocol of the online meeting No. 09 of the Educational Methodological Council of SSU on May 27, 2022

13. *Salimov Shir Khan Dadash oglu, Jafarov Parviz Tahir oglu. Museology. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 13 p. (For undergraduate training in 050214-History and 050116 History teaching specialties)*

Main: Extract from the protocol of the 10th meeting of the Educational Methodological Council of SSU on June 28, 2022

14. *Aghayeva Zarbab Tavakkül gizi, Huseynov Rafiq Azizaga oglu. Entomology. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 8 p. (050102 for undergraduate training in biology teaching)*

Main: Extract from the protocol of the online meeting No. 09 of the Educational Methodological Council of SSU on May 27, 2022

15. *Khalilov Elmar Shirinbala oglu, Gojayev Samin Mahiyeddin oglu. Historical geography of Azerbaijan. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 13 p. (050116 for undergraduate training in history teaching)*

Main: Extract from the protocol of the 10th meeting of the Educational Methodological Council of SSU on June 28, 2022

6.3. Approval of the 'Rules for evaluating the activity of professors and teachers at Sumgait State University' (Head of the Department of Quality Assurance in Education N. Hasanova)

6.3.1 The information of N. Hasanova, Head of the Department of Quality Assurance in Education, about the 'Rules for evaluating the activity of professors and teachers at Sumgait State University' should be taken into account.

6.3.2. 'Rules for evaluating the activity of professor-teacher staff at Sumgait State University' should be approved.

7. Giving scientific titles

7.1. About filing a motion before the EAC to grant the title of associate professor to PhD in economics T.M. Ahmadova, associate professor of business organization and management department, due to scientific and pedagogical activity

7.2. Associate Professor of the Department of Economics On filing a petition before the EAC to grant L.M. Valiyeva the academic title of associate professor for scientific and pedagogical activity

Associate Professor of the Department of Economics L.M. Valiyeva should be allowed to file a petition before the EAC to grant the academic title of associate professor to L.M. Valiyeva for his scientific and pedagogical activities.

7.3. Head of the Department of Azerbaijani Language and its Teaching Methodology Ph.D. On filing a petition before the EAC to grant B.I.Eminli the academic title of associate professor due to his scientific and pedagogical activity
Head of the Department of Azerbaijani Language and its Teaching Methodology Ph.D. Allow B.I. Eminli to submit a petition to the EAC to be awarded the academic title of associate professor due to his scientific and pedagogical activity.

7.4. Associate Professor of the Department of Azerbaijani Language and its Teaching Methodology Ph.D. About filing a petition before the EAC to grant G.B. Pashayeva the scientific title of associate professor for scientific and pedagogical activity

Associate Professor of the Department of Azerbaijani Language and its Teaching Methodology Ph.D. G.B. Pashayeva should be allowed to submit a petition to the EAC to be awarded the scientific title of associate professor due to her scientific and pedagogical activity.

Scientific secretary:

prof. M. M. Samadov

**Decisions of the meeting of Scientific Council of Sumgayit State University
dated 23.09.2022 (pr. No. 01)**

Attended: 46 members out of 49 members of the Scientific Council.

Issue I: About the results of student admission to SSU in the 2022/2023 academic year

- a) Undergraduate level (Director of Teaching Methodological Center Faig Shirinov)
- b) On the master's level (head of the department of Doctorate and master's degree, associate professor S. Khalilov)
- c) Sumgait State Technical College under SSU (Director of SSTC assoc.prof. M. Pirguliyeva)

1.1. It should be taken into account the information 2022/2023 academic year to the results of student admission to SSU by Faig Shirinov, director of the Teaching Methodological Center at the bachelor's level, assoc. prof. S. Khalilov, head of the Doctorate and master's degree department at the master's level, and head of the Sumgayit State Technical College under SSU M. Pirguliyeva.

1.2. It should be noted that the results of student admission to the predicted places at SSU in the 2022/2023 academic year were quite high.

1.3. It should be considered appropriate to continue and expand the meetings of SSU representatives with students and their parents in schools located in Sumgayit city and other cities and regions of the region, and to provide them with detailed information about the specialties that are being trained in our university.

1.4. Faculty deans should be tasked with considering the results of the labor market analysis and the justification of new specialties along with traditional specialties in the preparation of forecast plans for student admission to SSU.

1.5. Faculty deans and department heads should be tasked with keeping talented students admitted to SSU with high marks in the spotlight and conducting individual work with them.

1.6. In the preparation of the forecast-plan for the master's level, taking into account the realities, the purposeful planning of the places should be assigned to the deans of the faculty and the head of the department of Doctoral studies and master's degree, assoc.prof. S. Khalilov.

1.7. In order to conduct specialist training in the required specialties for the institutions of Sumgait city and the surrounding region, consideration of the proposals received from the institutions in the preparation of the forecast plan should be assigned to the faculty deans and the director of the Teaching Methodological Center, Faig Shirinov.

1.8. It should be appreciated that MP Emin Hajiyev helped 20 students of SSU to receive paid internships in leading institutions of Sumgayit city.

1.9. The timely and prompt issuance of diplomas of graduates should be positively evaluated and the head of the Statistics and Registration Department, A. Nuraddinova, and the Director of the Teaching Methodological Center, Faig Shirinov, should be assigned to keep this issue in the spotlight.

1.10. Analyzing the plans-forecasts of the relevant specialties of the faculty of Physics and Electric Power and strengthening the plan of the specialties in high demand should be assigned to the vice-rector on Teaching organization and training technologies assoc.prof. N. Talibov and the dean of PEEF assoc. prof. T. Ahmadova.
Issue II: About the state of preparation for International and Republican-level scientific conferences to be held in SSU in the second half of 2022 (Head of the Scientific Department assoc. prof. S. Orujov)

2.1. It should be taken into account the information of S. Orujov, head of the scientific department, about the state of preparation for the international and national level scientific conferences to be held at SSU in the second half of 2022.

2.2. It should be noted that the Republican and international scientific conferences held at SSU are organized and held at a high level in terms of content and form. As a rule, the conference materials are prepared and published in an appropriate form before the day of the conference, and in the scientific conferences to be held in the second half of 2022, the expectation and continuation of this tradition should be assigned to the heads of the relevant structures.

2.3. It should be noted that in the second half of 2022, 3 Republics (actual problems of the socio-economic development of the Republic of Azerbaijan; modern problems of university science and education (dedicated to the 60th anniversary of SSU); fundamental problems of mathematics and the application of intellectual technologies in education) . It is planned to hold international scientific conferences (current issues of applied physics and energy; Information systems and technologies: achievements and perspectives; Energy efficiency and green energy technology (ATU-SSU)).

2.4. Conducting serious preparations for the scientific conference on the current problems of the socio-economic development of the Republic of Azerbaijan, making efforts to include theses on a large scale, dean of the faculty of Economics and Management, assoc.prof. A. Yahyayeva and the responsible secretary of the Organizing Committee of the Conference assoc.prof. G. Huseynov should be assigned.

2.5. The conclusion of the contract with the scientific electronic library eLibrary.Ru and the placement of the conference materials in the international database should be positively evaluated.

2.6. The dean of the faculty and the responsible secretary of the conference should be entrusted to conducting serious preparations for the scientific conference on the fundamental problems of mathematics and the application of intellectual technologies in education.

Issue III: About the work to be done in connection with the Memorial Day of September 27 (vice-rector on Social affairs and public relations associate professor E. Khalilov)

3.1. The information of associate professor E. Khalilov on the work to be done in connection with the Memorial Day on September 27 should be taken into account and the plan of events of SSU related to the Memorial Day should be approved.

3.2. It should be noted that the stands titled the beginning of the Great Victory at SSU; Homeland war; Armenian fascism; Results of the Second Karabakh War; Glorious Victory Parade and Horizons of Diplomatic Victory have been created.

Issue IV: About the work to be done in connection with the celebration of Victory Day on November 8.

(assoc.prof. E. Khalilov, vice rector on Social affairs and public relations)

4.1. Please take into account the information of vice rector on Social affairs and public relations assoc. prof. E. Khalilov about the work to be done in connection with the celebration of Victory Day on November 8.

4.2. In order to perpetuate the memory of our martyrs at Sumgayit State University, the creation of a memorial complex called Martyrdom is honor should be positively evaluated.

4.3. Events plan of Sumgayit State University for November 8 Victory Day should be approved.

4.4. It should be noted that the stands titled Victory-Celebration of our National Pride at the university; Supreme Commander-Army Union; The victorious Azerbaijan Army; Free and Reviving Karabakh were created.

Issue V. Work done and upcoming tasks in connection with the 60th anniversary of SSU

(Vice-rector on Social affairs and public relations associate professor E. Khalilov)

5.1. About the work done and upcoming tasks in connection with the 60th anniversary of SSU, the information of the vice-rector on Social affairs and public relations, assoc.prof. E. Khalilov should be taken into account.

5.2. The editor of the book, head of the department of literature of Azerbaijani and foreign countries, prof. A. Mammadov, should be entrusted to the preparation and completion of the book "SSU-60".

5.3. It should be considered expedient to speed up work on the preparation of souvenirs and badges for the 60th anniversary of SSU.

5.4. The supervision of the preparation of brochures about the university should be entrusted to the vice-rector on Social affairs and public relations associate professor E. Khalilov.

5.5. For the preparation of the jubilee issue of the Sumgayit University newspaper, the preparation of articles should be entrusted to the heads of the structure.

5.6. It should be considered appropriate to publish a series of articles under the SSU-60 column in the "Azerbaijan teacher" newspaper.

Issue VI Various issues (Scientific secretary Prof. M. Samadov)

6.1. Work-study programs-Syllabus approval

6.1.1. Work-study programs-Syllabuses should be approved.

6.2. Approval of the work-study plan for the preparation course of foreign citizens

6.2.1. To approve the work-education plan for the preparatory course for foreign citizens.

6.3. Approval of the Collection of educational, scientific and clerical documents.

6.3.1. To approve the Collection of teaching, scientific and clerical documents.

6.4. On granting publication rights (grif) to educational materials

6.4.1. Allow the publication of teaching and teaching-methodical materials named below.

1. Khalilov Sabir Agakishi oghlu, Mammadova Rade Jahangir gizi, Aghayeva Farida Shahbaz gizi. Laboratory work on the basics of measurement techniques. Methodical

materials. Sumgait: Editorial and publishing department of SSU, 2022, 84 p. (050620 for Bachelor of Computer Engineering)

Basis: Protocol No. 23 dated July 14, 2022 of the technical sciences section meeting of the editorial publishing board of SSU

2. Isgenderova Nigar Valish gizi, Khalilova Saadat Ikhtiyar gizi, Ahmadova Zeynab Gasim gizi, Karimova Dilara Abuzar gizi, Yahyayeva Kamala Yahya gizi. Concise phraseological dictionary in English, Azerbaijani, Russian for high school students. Textbook. Sumgait: Editorial and publishing department of SSU, 2022, 254 p. (050121 for bachelor's training in foreign language teaching)

Main: Protocol No. 15 dated September 9, 2022 of the section meeting on Philological Sciences of the Editorial Publishing Board of SSU

3. Problems of sustainable development and national economic security. Collective monograph. Under the editorship. Makhmudova Lala Fagail. Sumgait: Editorial Department of SSU, 2022, 272 p.

Basis: Minutes No. 9 of the Section Meeting on Economic Sciences of the Editorial Publishing Board of SSU dated September 9, 2022

4. Aliyev Shafa Tbilisi. Current aspects of the development of free economic zones. Monograph. Sumgayit: Editorial and publishing department of SSU, 2022, 372 p.

Main: Protocol No. 9 dated September 19, 2022 of the Section meeting on Economic Sciences of the Editorial Publishing Board of SSU

5. Salimov Shir Khan Dadash, Jafarov Parviz Tahir. Museology. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 13 p. (050114 for undergraduate training in history and geography teaching)

Main: Extract from the minutes of the meeting No. 01 of the Educational Methodological Council of SSU on September 15, 2022

6. Elmar Khalilov Shirinbala oghlu, Gojayev Shahin Mahiyaddin oghlu. Historical geography of Azerbaijan. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 13 p. (050214 for undergraduate training in History)

Main: Extract from the minutes of the meeting No. 01 of the Teaching Methodological Council of SSU on September 15, 2022

6.5. According to the results of the 2021-2022 academic year, awarding a scholarship named after "Nizami Ganjavi"

6.5.1. "Nizami Ganjavi" scholarship established at Sumgayit State University should be given to according to the results of the 2021-2022 academic year, Gulshan Zeynalli Huseyn gizi, a 3rd year student of group 937A of the faculty of Philology, who has high academic performance (average success rate of 91.8000) from July 1, 2022.

6.6. Approval of the work plan for the 2022-2023 academic year of the permanent commissions within the Scientific Council.

6.6.1. It should be approved the working plans for the 2022-2023 academic year of the Education and Science, Economic and financial-economic activities, Discipline, Humanitarian-social-youth and sports affairs, international relations commissions that are permanently operating within the Scientific Council.

Scientific secretary: prof. M.M. Samadov

Decisions of the annual general meeting of the Scientific Council of Sumgait State University dated 21.12.2022 (pr. No. 04)

Attended: 47 members out of 49 members of the Scientific Council.

Issue I: About the results of the scientific-research works carried out at Sumgait State University in 2022 (Head of the Scientific Department assoc.prof. S. Orujov)

1.1. The information of the head of the Scientific Department, assoc prof. S.Orujov was taken into consideration about the results of the scientific-research works carried at Sumgait State University in 2022

1.2. The inclusion of both sections of the scientific news journal of SSU in the high scientific-analytical information base - the Russian scientific reference index (ПИИИ) should be positively assessed, and further strengthening of the work fulfilled out in the direction of the inclusion of the scientific news journal in the SCOPUS international summarizing and indexing system should be entrusted to vice-rector on Science and innovations to prof. R. Mammadov.

1.3. The stimulation of the university management to publish the scientific articles of SSU professors and teachers, as well as doctoral students and PhD students in journals included in the international summarizing and indexing systems, should be evaluated positively, and the publication of more articles in indexed journals from now should be appreciated by faculty deans, heads of department, the academic supervisors of the PhD students and other structural managers.

1.4. To increase the efficiency of scientific research works, to increase the efforts towards the publication of articles in the scientific news magazine of SSU together with foreign experts, the faculty deans, heads of departments and other heads of structures should be assigned.

1.5. The acquisition of the Digital Object Identifier DOI by Crossref, the official digital documentation agency of the International DOI Foundation, for the scientific articles published at SSU should be positively evaluated, the process in this direction should be continued, and webinars should be held with the involvement of young specialists from the faculties.

Issue II: About the results of surveys conducted among students of Sumgait State University in the 2022/2023 academic year and determining the level of satisfaction (Narmin Hasanova, head of the Department of Quality Assurance in education)

2.1. In the 2022/2023 academic year, the results of the surveys conducted among the students of Sumgait State University and the determination of the level of satisfaction should be taken into account by the head of the Department of Quality Assurance in education, Narmin Hasanova.

2.2. According to the results of the survey conducted among students, the high level of satisfaction of students should be evaluated positively.

2.3. The head of the Department of Quality Assurance in education, N. Hasanova, should be tasked with continuously conducting surveys among the faculty, students and graduates of SSU.

2.4. Faculty deans should be tasked with creating conditions for conducting surveys by the Department of Quality Assurance in education among professors and lecturers, students and graduates of SSU.

Issue III: About the results of open classes held in academic groups (Chairman of the Teaching Methodological Council, assoc.prof. M. Mustafayev)

3.1. The information of the chairman of the Teaching Methodological Council, associate professor M. Mustafayev, about the results of the open classes held in academic groups should be taken into account.

3.2. In addition to conducting open classes according to the approved schedule, participation in classes held in academic groups outside the schedule is allowed to entrust the chairman of the Teaching Methodical Council of SSU assoc.prof. M. Mustafayev, chairmen of the Teaching Methodical Council on the faculties (assoc.prof. A. Bakhshaliyev, assoc. prof. G. Huseynov, assoc. prof. K. Aliyeva, assoc.prof. Sh. Mammadova and assoc. prof. A. Hashimova) and heads of the department.

3.3. In order to further improve the quality of the lessons, the comments, opinions and suggestions mentioned in the open lessons held in the academic groups should be discussed in the department meetings and brought to the attention of the subject teachers and department employees in general.

3.4. The preparation of proposals for the formation of the Teaching Methodical Council at SSU in two divisions for Natural and technical sciences and Humanities should be assigned to the vice-rector for Teaching organization and training technologies, associate professor N. Talybov.

Issue IV: About the results of the competition held in the nomination "Best monograph" (Responsible Secretary of the Competition Commission assoc.prof. G. Mansurov)

4.1. About the results of the competition held under the nomination "Best Monograph", the responsible secretary of the Competition Commission, Assoc. G. Mansurov's information should be taken into account.

4.2. It should be considered expedient to extend the time of the competition for the "Best Monograph" nomination until the end of 2023.

Issue V: Miscellaneous issues (Scientific secretary Prof. M. Samadov)

5.1. Review and approval of the "Quality Assurance Policy of Sumgait State University" document

5.1.1. The document "Quality Assurance Policy of Sumgait State University" should be approved.

5.2. Partially changing the name of the SSU Career center and approving the center's new Regulations

5.2.1. The name of the Career Center of SSU should be renamed as the Career and Graduate employment Center in the new edition, and the Regulations should be approved.

5.3. Approval of the thesis topic and scientific supervisor of Nasirova Elmira Alish gizi, assistant of the department of Informatics, in the new editorial office

5.3.1. The subject of the Ph.D. dissertation of Nasirova Elmira Alish gizi, assistant of the department of Informatics, majoring in 3338.01- "Systematic analysis, management and information processing (by fields)" in the new editorial office, is

"Research of technical systems whose activities are described by knowledge with Petri nets" and scientific supervisor prof. M.A. Ahmadov to be approved.

5.4. On the approval of the "Teaching plan for the preparation course of international students" (for all specialties).

5.4.1. "Teaching plan for the preparation course of international students (for all specialties) should be approved.

5.5. On granting publication rights (grif) to educational materials

5.5.1. Allow the publication of teaching and teaching-methodical materials named below.

1. Hasanova Khalida Sidgali gizi, Agayarov Matlab Huseyngulu oghlu, Heydarova Maftun Nizami gizi. Elementary mathematics (Part II). Textbook. Sumgait: Editorial and publishing department of SSU, 2022, 313 p. (For undergraduate training in 050114 Mathematics teaching and 050115 Mathematics and informatics teaching specialties)

Basis: Protocol No. 12 dated November 15, 2022 of the meeting of the SSU Editorial Board on Mathematics and Mechanical Sciences

2. Alekbarov Sabir Durar oghlu. General physical fitness. Subject program. Sumgayit: Editorial and publishing department of SSU, 2022, 12 p. (050106 For bachelor's training in the specialty of physical education and pre-service teacher training)

Basis: Extract from the protocol of the meeting No. 03 of the Educational Methodological Council of SSU on November 24, 2022

3. Isayev Amirkhan Ismail oghlu. Ethnogenesis problems of the Azerbaijani people in historical literature. Subject program. Sumgait: Editorial and publishing department of SSU, 2022, 9 p. (060206 History specialization, for master's training in ancient and medieval history of Azerbaijan specialization)

Basis: Extract from the protocol of the meeting No. 02 of the Educational Methodological Council of SSU on October 28, 2022

3. Isayev Amirkhan Ismail oghlu. Ethnogenesis problems of the Azerbaijani people in historical literature. Subject program. Sumgayit: Editorial and publishing department of SSU, 2022, 9 p. (060206 History specialization, for master's training in ancient and medieval history of Azerbaijan specialization)

Basis: Extract from the protocol of the meeting No. 02 of the Educational Methodological Council of SSU on October 28, 2022

4. Heydarova Maftun Nizami gizi, Agayarov Matlab Huseyngulu oghlu. Elementary mathematics. Subject program. Sumgayit: Editorial and publishing department of SSU, 2022, 13 p. (050108 for bachelor's training in Informatics teaching)

Basis: Extract from the protocol of the meeting No. 03 of the Educational Methodological Council of SSU on November 24, 2022

5. Bayramova Arzu Astan gizi. Azerbaijani dialectology. Subject program. Sumgayit: Editorial and publishing department of SSU, 2022, 17 p. (050205 for undergraduate preparation in the field of Philology (Azerbaijani language and literature))

Basis: Extract from the minutes of the meeting No. 04 of the Teaching Methodological Council of SSU on December 19, 2022

6. Bayramova Arzu Astan gizi. Azerbaijani onomastic. Subject program. Sumgayit: Editorial and publishing department of SSU, 2022, 17 p. (050205 for undergraduate preparation in the field of Philology (Azerbaijani language and literature))

Basis: Extract from the minutes of the meeting No. 04 of the Teaching Methodological Council of SSU on December 19, 2022

7. Aliyeva Konul Hamza girl, Aliyeva Ulviyya Sangan girl. Differential geometry and topology. Subject program. Sumgayit: Editorial and publishing department of SSU, 2022, 8 p. (For undergraduate training in 050114 Mathematics teaching, 050115 Mathematics and informatics teaching specialties)

Basis: Extract from the protocol of the meeting No. 03 of the Educational Methodological Council of SSU on November 24, 2022

8. Agayev Tahir Devlat oglu. The principle of local studies in teaching geography. Subject program. Sumgayit: Editorial and publishing department of SSU, 2022, 9 p. (060112 for the master's training in the teaching methodology and methodology of the geography teaching specialty)

Basis: Extract from the minutes of the meeting No. 04 of the Teaching Methodological Council of SSU on December 19, 2022

9. Mustafayev Musa Musa oglu, Pirculiyeva Matanat Safar gizi. Organic chemistry and environmental safety. Subject program. Sumgayit: Editorial and publishing department of SSU, 2022, 22 p. (050504 for bachelor's preparation for ecology specialty)

Basis: Extract from the protocol of the meeting No. 03 of the Educational Methodological Council of SSU on November 24, 2022

10. Mustafayev Musa Musa oglu, Javadova Sadegul Hasan gizi. Chemical basis of life activity. Subject program. Sumgayit: Editorial and publishing department of SSU, 2022, 13 p. (050504 for Bachelor of Science in Ecology)

Basis: Extract from the protocol of the meeting No. 03 of the Educational Methodological Council of SSU on November 24, 2022

11. Mustafayev Musa Musa oglu, Javadova Sadegul Hasan gizi. Chemical basis of life activity. Subject program. Sumgayit: Editorial and publishing department of SSU, 2022, 13 p. (050508 for bachelor's preparation for chemistry specialty)

Basis: Extract from the protocol of the meeting No. 03 of the Teaching Methodological Council of SSU on November 24, 2022

5.6. About conducting competitions and giving scientific names

5.6.1. About the election of PhD on economics prof. Sh.T. Aliyev to the position of professor at the department of World Economy and Marketing

1. Shafa Aliyev Tiflis oglu should be considered to be elected to the position of professor at the department of World Economy and marketing.

5.6.2. Associate professor of the department of Azerbaijani language and its teaching methodology PhD on philology N.A. Ibayev about filing a petition before the HAC to grant the title of associate professor due to his scientific and pedagogical activity.

1. Associate Professor of the Department of Azerbaijani Language and its Teaching Methodology Ph.D. N.A. Ibayev should be allowed to submit a petition to the EAC for the title of associate professor of the field of Philology 5706.01- Azerbaijani language specialty due to his scientific and pedagogical activity.

5.7. On increasing the salaries of SSU collaborators (Vice Rector for Economic Affairs Naib Hajiyev)

5.7.1 To take into account the information of vice-rector for Economic affairs Naib Hajiyev about increasing the wages of SSU collaborators

5.7.2. It should be considered appropriate to increase the salaries of SSU collaborators from January 1, 2023.

5.8. About renaming the "Center for Students with Physical Disabilities" under the SSU as "Inclusive Education Center" in the new edition and approving its Statute (vice rector on Social affairs and public relations assoc. prof. E. Khalilov)

5.8.1. "Centre for students with physical disabilities" should be renamed "Inclusive Education Center" in the new edition and the Statute of the center should be approved.

Scientific secretary: prof. M.M. Samadov