

# POLICE OF INTERACTION WITH POTENTIAL AND REAL EMPLOYERS OF STUDENTS



Version: One / Last amendment/review: 22/10/21

Approved by: Altai State University

Date of original issue: 1 June 2020/ Date approved: 1 Sep 2020 / Date revised: Oct 2021

Document owner: Altai State University

Next review date: October 2022

Title: Police of interaction with potential and real employers of students

## General provisions

The objectives of interaction and cooperation of the University with employers and their associations are as follows:

- to ensure the demand for the main educational programs of the University from applicants, students, employers;
- to ensure quality assurance of professional education.

The main objectives of interaction and cooperation between the University and employers are:

- Planning, development, and updating of the main educational programs taking into account the requests of employers (their associations) and changes occurring in the labor market;
- ensuring the creation of material and technical, educational, methodological, and personnel conditions for improving the quality of training of students in the areas (specialties) of training, corresponding to the profile of the organization (enterprise) of the employer;
- participation of employers in the educational process.

Interaction and cooperation of the University with employers shall be carried out within the framework of the following main processes:

- designing and developing the Educational Program;
- Educational Program implementation;
- assessment of employers' satisfaction with the quality of Educational Program.

## Organization of interaction and cooperation of University with employers

The work on interaction and cooperation with employers shall be headed by the Rector of the University, delegating certain types and forms of cooperation to individual officials and departments of the University in accordance with their functional powers, responsibilities, and appointment.

Practical interaction and cooperation with employers in any form take place within the framework of functional tasks of the relevant officials and departments of the University:

- planning and development of Educational Program;
- training of students and trainees;

- organization of educational and industrial practices of students;
- final attestation of students;
- evaluation of employers' satisfaction with the quality of educational programs.

Organization of specific forms of interaction and cooperation with employers shall take place within the authority of the relevant officials and departments of the University, using the resources available to them and/or involving the resources of the University.

Interaction (cooperation) with employers shall be preceded by a relevant official application document from the employer (notification, request, memo), on the basis of which the relevant authorized official shall make a decision in the form of direct written instruction (order, instruction).

The legal basis for cooperation having stable long-term - periodic forms is the agreement/agreement on cooperation concluded between the University and the employer in accordance with the established procedure.

The initiator of the contract may be the employer or any subdivision of the University (departments, services, faculties/institutes), as well as the relevant official (rector, vice-rector, dean/director, head of the graduate chair).

As part of the organizational direction of interaction and cooperation with employers, the University conducts the following activities:

- monitoring and forecasting of the needs of the economy, labor market demands for Educational Program graduates, implemented by the University;
- concludes agreements/contracts for target training of specialists;
- forms the base of social partners - employers;
- organizes conferences, round tables, seminars aimed at strengthening and expanding the ties of the University with employers;
- Includes employer representatives in the collegial management bodies of the University;
- organizes representation of the University in professional and public associations of employers;
- work to raise funds from employers and professional communities for the development of the educational and material base, acquisition of consumables (training materials), and modernization of the educational process;
- work to attract employers to provide financial incentives to students who have achievements in academic and research activities (personal scholarships);
- monitoring employer satisfaction with the quality of professional education.

The work on interaction and cooperation with employers is organized by the dean/ director of training units.

Educational departments (faculties, institutes, branches) of the University shall:

- develop a program of interaction with employers;
- monitor Program implementation;
- monitor labor market demand for Educational Program implemented by an educational unit with the participation of other structural units of the University;
- create a database on employers/social partners;
- form a business environment of employers - former graduates;
- work annually to expand the number of employers;
- include employer representatives in the collegial management bodies of the training subdivision;
- organize representation of employees of the division in professional and public associations of employers;
- work on increasing the number of agreements/agreements on attracting and participation of employers in the educational process and orders for the training of specialists;
- conduct joint activities with employers on vocational guidance of students, forums, conferences, sessions, seminars, round tables, exhibitions, presentations, festivals, master classes;
- work to raise funds from employers and professional communities to develop training materials, acquire consumables (training materials) and modernize the training process;
- organize basic departments at enterprises (in organizations);
- study the opinions of interested employers through questionnaires, in-depth interviews, and recording and analysis of free-form conversations.