

Azerbaijan Technological University

“Policy on Student Participation in Governance”

1. General Provisions

This policy document has been developed to ensure students’ participation in the governance processes of Azerbaijan Technological University. The policy guarantees the application of democratic governance principles at the university, consideration of students’ interests, and their involvement in decision-making processes. It applies to all faculties, structural units, and student organizations of the university. The policy is based on the Law on Education of the Republic of Azerbaijan, accreditation requirements of the Ministry of Science and Education of the Republic of Azerbaijan, the university’s internal charter, and other normative documents.

2. Purpose of the Policy

- 2.1. To ensure active student participation in university governance;
- 2.2. To support the protection of student rights and the development of the academic environment;
- 2.3. To establish effective communication mechanisms between university administration and students;
- 2.4. To ensure transparency, accountability, and inclusiveness in governance.

3. Principles of the Policy

- 3.1. Transparency: Decisions adopted at the university must be open and well-grounded;
- 3.2. Representation: Students from various social and academic groups must be represented in governance structures;
- 3.3. Equal Opportunities: All students must be provided equal opportunities to participate in governance processes;
- 3.4. Accountability: Student representatives must report on their activities to the student body;
- 3.5. Cooperation: Mutual respect and collaboration between university administration and students must be maintained.

4. Mechanisms of Student Participation in Governance

- 4.1. Students may be represented in collegial bodies such as: University Academic Council, Faculty Academic Council, Teaching-Methodological Council, Quality Assurance Commission, Disciplinary and Ethics Commission. Student representatives participate in discussions and express opinions during decision-making.
- 4.2. Students may be represented in student organizations such as: Student Youth Organization, Student Trade Union Committee, Student Scientific Society. These

organizations represent student interests and participate in governance processes, submitting proposals to the university administration and supporting student initiatives.

4.3. Students may participate in feedback mechanisms such as: student satisfaction surveys, teaching evaluation surveys, open discussions and forums, electronic application and proposal systems.

4.4. Regular meetings and consultations are held between university administration and students to discuss teaching processes, social issues, infrastructure problems, and student initiatives.

5. Election of Student Representatives

5.1. Student representatives are elected through democratic and transparent elections;

5.2. Elections are held at faculty or academic group level;

5.3. The term of office of student representatives is usually two academic years;

5.4. Elected representatives must represent student interests and provide regular reports.

6. Student Rights

University students have the following rights:

6.1. To participate in university governance;

6.2. To express opinions during decision-making discussions;

6.3. To propose initiatives and suggestions;

6.4. To defend student interests;

6.5. To appeal to the university administration.

7. Student Responsibilities

Students participating in governance must:

7.1. Comply with the university's internal regulations;

7.2. Represent student interests objectively;

7.3. Support the implementation of adopted decisions;

7.4. Adhere to academic ethical standards.

8. Monitoring and Evaluation

8.1. The implementation of this policy is supervised by the university administration and relevant structural units;

8.2. The effectiveness of the policy is regularly evaluated and results are submitted to the university administration;

8.3. Necessary amendments to the policy may be made within accreditation and quality assurance processes.

**Azerbaijan Technological University Action Plan
for the Implementation of the Policy on Student Participation
in University Governance
(Academic Year 2024–2025)**

Objective: The purpose of this action plan is to strengthen student participation in the governance processes of Azerbaijan Technological University, ensure their representation in decision-making mechanisms, and foster the development of student–administration collaboration.

№	Activity	Timeline	Responsible Unit(s)	Expected Outcome
1	Presentation of the policy on student participation in governance to the university community	Beginning of each academic year	Rectorate, Quality Assurance Department	Students and staff are informed about the policy
2	Election of student representatives to university and faculty councils	Beginning of each academic year	Faculty Dean's Offices, Student Organizations	Student representation in governance structures is ensured
3	Training sessions on governance and leadership for student representatives	1–2 times per year	Human Resources Department, Student Organizations	Students' governance and leadership skills are developed
4	Conducting student satisfaction and teaching evaluation surveys	Each semester	Quality Assurance Department	Information on the quality of teaching and services is collected
5	Organization of open meetings between university administration and students	Each semester	Rectorate, Student Organizations	Students' concerns and proposals are discussed

6	Establishment and launch of an electronic system for applications and proposals	January, June	Information Technologies Department	Efficient collection of students' feedback and proposals is ensured
7	Support for the activities of student organizations	Ongoing	Rectorate, Student Organizations	Student initiatives and projects increase
8	Ensuring student participation in university commissions	Ongoing	Rectorate	Students' role in decision-making processes is strengthened
9	Monitoring and evaluation of student participation in governance	June, July	Quality Assurance Department	Effectiveness of the policy is assessed
10	Preparation of a report based on the results of the action plan	End of academic year	Quality Assurance Department	Recommendations for future development are prepared

Monitoring and Evaluation

1. The implementation of the action plan is regularly monitored by the university administration.
2. The evaluation of the plan's implementation is carried out based on the following indicators:
 - number of students represented in governing bodies
 - number and results of conducted surveys
 - number of proposals submitted by students
 - number of student-administration meetings
3. The evaluation results are presented to the university administration, and the action plan is updated for the following years.