



THE MINISTRY OF EDUCATION AND SCIENCE OF THE RUSSIAN FEDERATION

Federal State-Financed Educational Establishment of Higher Professional Education

«TAMBOV STATE TECHNICAL UNIVERSITY»

ORDER

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№ 53-04

Tambov

International Relations Office

Ref. Creating working group for the TEMPUS Project 543727-TEMPUS-1-2013-1-IT-TEMPUS-SMGR «On-line Evaluation of Study Programmes Quality» (EQUASP)

To realize TEMPUS Project 543727-TEMPUS-1-2013-1-IT-TEMPUS-SMGR and according to the plan of strategic development for TSTU I

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to organize the working group for project realization and to involve the following employees of TSTU according to the positions related to project activities:

1. Academic supervision and project quality control – N.V. Molotkova, Vice-Rector for continuing education;
2. Coordination and general project management – E.S.Mishchenko, Vice-Rector for international relations;
3. Administration and documentation, communication with partners, reporting– L.A. Mozerova, Head of International Relations Office;
4. Development of new criteria of study programmes quality and comparison of the Russian quality criteria to the European ones (handbook of study programmes quality) – E.A. Rakitina, Rector assistant in educational and methodological work, K.V. Bryankin, Head of Education and Methodical Department;
5. Development of new documentation in study programmes quality (methodology and documentation procedures, responsibility sphere and documentation possibilities, on-line documentation) – A.V. Avdeeva, Head of Licensing and Accreditation Office, A.N. Gribkov, Deputy Head of Education and Methodical Department;
6. Expertise of correlation – D.Yu. Muromtsev, Head of the Chair “Design of Radioelectronic and Microprocessor Systems”, N.V. Maistrenko, Head of Innovations in Education Office;

Translation is correct. Head of International Relations Office. Liliya Mozerova



7. Development and maintenance of project web-site - I.S. Kasatonov, Head of Informatization Department, S.V. Kobzeva, leading specialist of International Relations Office;
8. Database maintenance - I.S. Kasatonov, Head of Informatization Department;
9. Visa procedures, organization of mobility- International Relations Office;
10. Interpreting, meetings organization and delegations reception - International Relations Office;
11. Accounting – V.V. Koreneva, Deputy Chief Accountant

Based on: proposal of Vice-Rector for International Relations E.S. Mishchenko.

Acting Rector

S.I. Dvoretzky

Proposal is submitted by
 Vice-rector for international relations
 E.S.Mishchenko
 «__» _____ 2014

Agreed with
 Vice-Rector for continuing education
 N.V. Molotkova
 «__» _____ 2014

Head of Department of Legal Support,
 Record-Keeping and Quality
 Management
 _____ L.P.Chistyakova
 «__» _____ 2014

Chief Accountant
 _____ E.Yu. Shibkova
 «__» _____ 2014



Translation is correct. Head of International Relations Office. Liliya Mozgova