

HATTAMA

04/17/2026 No2

Almaty q.

MINUTES

Almaty

Unscheduled meeting of the Ethics Committee

The Ethics Committee (hereinafter referred to as the Committee), established on the basis of the order of the President of META University LLP (hereinafter referred to as the University) No 6-P dated 08.12.2025, in accordance with the Regulations on the Ethics Committee, held an unscheduled meeting of the Ethics Committee (in the form of a training seminar)

Attended:

Seidakhmetov Almat Zhunisaldinovich – Compliance officer.

Members of the Committee:

- 1) Dinara Moldakhanova – Vice-Rector for Development;
- 2) Auelbek Bibi Auelbekkyzy – position, Director of the HR Department;
- 3) Rysbekova Gulzhanat Erkinovna - Associate Professor;
- 4) Aknur Sydykova – Head of the Registrar's Office;
- 5) Bibigul Myrzaliyeva – psychologist;
- 6) Meirkhanova Aruzhan – 3rd year student of the IS specialty;

Secretary of the Committee:

Turdalykyzy Tolganai is the chief specialist of the HR department.

AGENDA:

**Conducting a training seminar on the topic
"Academic Integrity and Ethics of Conduct in the University Environment".**

LISTENED

Chairman of the Committee A.Zh. Seidakhmetov, who noted that as part of the implementation of the action plan, a training seminar was held aimed at forming an ethical culture and increasing the level of academic honesty.

MAIN TOPICS OF THE SEMINAR:

- the concept of academic honesty and its meaning;

- main types of violations (plagiarism, cheating, falsification);
- conflict of interest and its prevention;
- standards of corporate ethics and professional conduct;
- the procedure and mechanisms for submitting appeals to the Ethics Committee.

PRACTICAL PART (case studies):

Case 1: Plagiarism

The student used materials from open sources without attribution.

During the discussion, it was established: violation of the principles of academic honesty.

Case 2: Conflict of Interest

The teacher evaluates a familiar student.

Conclusion:

the presence of a conflict of interest, self-recusal is recommended.

Case 3: Unethical behavior

The employee allows incorrect communication.

Conclusion:

violation of corporate ethics.

Case 4: Filing a complaint

The student is afraid of the consequences of the appeal.

Explained:

Confidentiality and security are guaranteed.

SPEAKERS:

Auelbek B.A. noted the need for systematic implementation of ethics principles in HR processes and employee adaptation programs.

Rysbekova G.E. emphasized the importance of forming a culture of academic honesty among students.

Myrzaliev B. focused on the importance of psychological safety and trust in the educational environment.

CONSIDERED:

- the results of the training seminar;
- the level of involvement of participants;

- practical application of the cases considered;
- the need for further development of training activities.

The active participation of those present in the discussion of cases was noted.

RESOLVED:

1. To take note of the information about the training seminar.
 2. To recognize the event as relevant and effective for the formation of an ethical culture.
 3. Use the practice of case discussions during subsequent training events.
 4. To organize and conduct educational seminars and trainings among the teaching staff and students, aimed at increasing the level of academic integrity, compliance with the norms of corporate ethics and the formation of an ethical culture.
 5. Instruct the responsible departments to ensure that training events are held on a regular basis.
 6. To consider the results of the implementation of measures at the next meeting of the Committee.
 7. To approve the materials of the seminar (Annex 1 to this Protocol).
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1. The results of the activities will be considered at the next meeting of the Committee.

"For" – 7

"against" – 0

"abstained" – 0