

**Azerbaijan State University of Economics (UNEC) for Center for Diversity, Inclusion, and Equality
Action plan of the Center for Diversity, Inclusion, and Equality for the 2017/2018 academic year**

	Name of event	Execution time	Responsible person and institution
1	Organization of educational work about the activity of the center		
1.1	Information reflecting the activity of the center On the official website of UNEC placement (www.unec.edu.az)	september 2017	Center, and Marketing and communication department
1.2	A brochure reflecting the activities of the center and publication of booklets	september- october 2017	Center
1.3	State institutions, with other educational institutions, cooperation with non governmental organizations construction	constant	Center
1.4	Regular activities of the Center at Radio- UNEC about, as well as together with students with disabilities Broadcasting of programs	regularly	Center and Creativity Central
1.5	Information about the Center in the media placing, making a video clip, social placement in networks	beginning of the academic year	Center and Marketing and communication department
1.6	With parents of students studying at UNEC holding meetings	september- october 2017	Central, International relations department
1.7	Educational for students of UNEC organization of trainings and meetings	regularly	Center and Marketing and communication department
2.	Implementation of measures and organization of supervision of the work of the Center		
2.1	Advisory committee, Evaluation committee and Meetings with members of student organizations holding	Regularly	Center and all related structures
3	Organization of work with students of the Center for Diversity, Inclusion, and Equality in the educational process		

3.1	The website of the Center for Diversity, Inclusion and Equality registration (Registration form in Azerbaijani, Russian and English languages is presented); Required of a student with a disability documents (identity card, disability certificate document etc.) is required to be submitted is being	of each semester the first week	Center, faculty deanships
3.2	The facilities and education offered by the center providing information about the faculty he will receive	each semester of the first week	Center
3.3	The schedule of students with disabilities identification	Each semester	Center
3.4	When the need arises for students of the Center for Diversity, Inclusion and Equality organizing consultation hours before classes	Regularly	Center
3.5	Students will participate in the educational process organization of trainings for professors and teaching staff making. (Experts in this field are invited will be done).	Each semester	Center, faculty deanships
3.6	Learning materials for students of the Center for Diversity, Inclusion and Equality ensuring conversion to the appropriate format. (Translation into braille, audio format, surdo and so on.). Center for Diversity, Inclusion and Equality in class support for recording the teacher's voice will show.	Regularly	Center, of UNEC library
3.7	In the examination process of students of the Center for Diversity, Inclusion and Equality participation. (They are from exam time for this 10 days ago through the internet or directly they should apply to the center.)	during the session	Center, evaluation of education quality and management center
3.8	In various competitions (scientific, cultural, social and etc.) participation in scientific seminars and conferences organized	Regularly	Center, Marketing and communication department, Student organizations
3.9	Additional talents of students of the Center for Diversity, Inclusion and Equality and to reveal their special skills organization of events.	Regularly	Center, Marketing and communication department, Student organizations
4.	Organization of students' social activities and leisure activities		
4.1	Teaching students students of the Center for Diversity, Inclusion and Equality and the university which arose in the process of adapting to his social life Coordinator of the Regular	Regularly	Head of the center and psychologist

	Center can eliminate spiritual and psychological problems appropriate volunteer to the Center for removal involvement of specialists		
4.2	Volunteers work with the participation of UNEC students creation of the group. (By experts training them according to the type of disability will be held)	at the beginning every teaching of the year	Student Rector, Student companies
4.3	Students of the University of students of the Center for Diversity, Inclusion and Equality involvement in the work of organizations	Regularly	Student Rector, Student companies
4.4	The interest of students of the Center for Diversity, Inclusion and Equality in UNEC involvement in associations, creativity supporting initiatives (exhibitions, organizing competitions)	Regularly	Central Student Rector, Student organizations
4.5	Organize trips with students of the Center for Diversity, Inclusion and Equality making	Regularly	Center, Marketing and communication department, Student organizations
4.6	Creation of a recreation area for students of the Center for Diversity, Inclusion and Equality	May 2016	Center
5	Taking into account the health of students		
5.1	Medical examinations of students of the Center for Diversity, Inclusion and Equality taking into account the passage	Regularly	Center
5.2	Organizing meetings with parents	Regularly	Center

Note: "Center for Diversity, Inclusion and Equality " at UNEC was established and by the decision of the Scientific Council No. 139 dated June 29, 2015, the Center "Statute" was approved.

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head of the Center for Diversity, Inclusion and Equality:*

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