

Legal protection of employees of educational program service in the context of training using distance technologies

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Abstract. The authors of the paper have developed and proposed the structure of the educational program service (hereinafter referred to as the “EPS”) during the transition of the educational process in 2019-2020 to a new level (training is currently taking place both offline and online). The use of this system implies an increase in labor protection for EPS employees, the quality of the educational process in educational institutions of higher education (hereinafter referred to as the “Educational organizations”), simplification of work for the teaching staff, which should be consolidated at the state level. The necessity of using this structure in educational institutions of higher education has been substantiated; the concepts and principles of EPS work have been proposed. The authors of the study propose to provide for this structure both at the federal and at the local levels, thereby carrying out labor and legal protection of EPS employees.

1 Introduction

The changes that have effected the education system not only in Russia, but throughout the entire globe, dictate their own rules in the educational process. In accordance with Article 43 of the Basic Law of the Russian Federation, Article 49 of the Basic Law of the Republic of Belarus, everyone has the right to education. The quality of higher education received in the State largely depends on the conduct of the educational process, the consistency of the training curriculum, the change of training sessions to reinforce the practical skills of students, the absence of overload of employees who carry out and ensure the order of the educational process, the correct distribution of labor functions of employees of the educational and methodological direction.

Scholars are researching educational issues. Thus, according to I.L. Gonik, V.N. Podlesnov, E.R. Androsyuk, A.V. Fetisov, “An important link in the management system of educational and methodological work is the Organizational and Methodological Commission (OMC), which works in close cooperation with the Research-Methodological Council of the university and the Educational and Methodological Board. On average, OMC conducts 10-12 complex examinations per academic year, which include, for example, such issues as the organization and methodological support of the training process

for Masters and Bachelors; subject and content of Master's and Bachelor's theses at the departments of the university; organization and methodological support of practices, etc. The results of the checks are discussed at the Research-Methodological Council of the university and the council of deans; orders and directions, the implementation of which is checked by the OMC in a timely manner, are issued" [1].

The theme of the 2019 pandemic did not disregard all the labor areas of the countries of the world, including one of the most important—education! For the leaders of educational organizations, it was necessary to switch to distance learning as soon as possible, while maintaining the quality of education, the health of students, and the teaching staff. This is a big load, first of all, relates to the work of specialists in the educational and methodological direction. And it became clear that the education system after 2020 will undergo changes.

On the example of Russia, in accordance with the Order of the Ministry of Health and Social Development of the Russian Federation (MHSD of Russia) dated January 11, 2011, No. 1n, Moscow, *On Approval of the Unified Qualification Reference Book of Positions of Managers, Specialists, and Employees*, section "Qualification Characteristics of Positions of Managers and Specialists of Higher Vocational and Supplementary Vocational Education", a specialist in educational and methodological work has a wide range of responsibilities to:

- “organize the formation of curricula in areas (specialties) of training students (Bachelors, Specialists, and Masters), in accordance with educational standards;
- distribute the academic load between faculties, departments, and departments;
- make a statement of the implementation of the hourly load of departments;
- draw up a curriculum for teaching employees, a schedule for laboratory, practical work, seminars, consultations of students (students, listeners) [2]”, etc.

One of the main responsibilities is the implementation of methodological work on planning and organizing the educational process, which bears a large amount of load on the staff of the educational and methodological direction.

The Labour Code of the Russian Federation (hereinafter referred to as the “LC RF”) contains general standards for the protection of employees in the performance of their labor duties, but there are no special rules for employees engaged in labor activities for “comfortable service” and the provision of working conditions, training for the teaching staff and students. Therefore, it is necessary to consider in detail the structure of educational and methodological departments and labor protection of such employees.

2 Materials and methods

“The development of the world of education is entering a very important period. Not only to provide quality and optimal education services. But it is also an important period that will determine the continuation of education itself. The mastery of abilities and skills needed by the future is the responsibility of the education world” [3].

Therefore, scholars from around the world are exploring issues of education and improving its quality, namely:

- digital education [4],
- a model of a different higher education [5],
- digital security [6],
- distance learning system [7],
- portfolio of vocational education services [8], etc.

Having studied the educational direction, the researchers have concluded that there is no formed, recommended structure for the work of educational and methodological support of the educational organization (listeners, teaching employees).

In the process of developing the structure of the educational program service and its principles, scholars have used the structural-functional method, the method of structural analysis, the method of legal modeling, the method of legal forecasting.

3 Results and discussion

As a rule, if we look at the composition of departments for educational and methodological support, we can observe a differentiation in the number of employees working in it and, generally, a shortage of qualified specialists, and taking into account the amount of work at present, the amount of legislation on education, amendments to them, preparation and development of local acts, it may be concluded that it is necessary to develop a recommendatory structure of the service in the educational and methodological direction for educational organizations with more than 10,000 students at the state level.

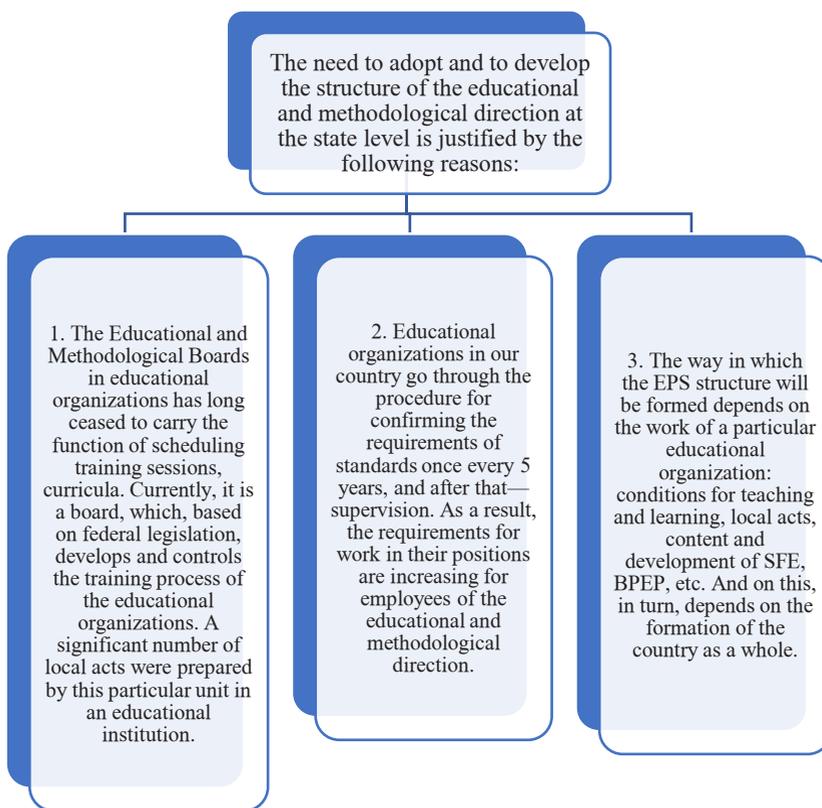


Fig. 1. Reasons for developing the structure of the educational and methodological direction

We believe that this structure should be called “Educational Program Service” (hereinafter referred to as the “EPS”). EPS should be understood as the performance of labor (professional) activities of employees (qualified employees in the field of education) to ensure the decent functioning of an educational organization that meets the requirements of federal legislation.

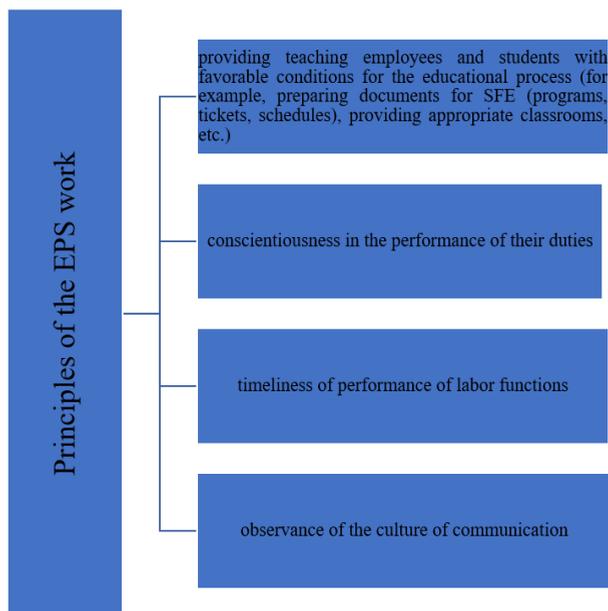


Fig. 2. Principles of the EPS work

The Service is under the control of the Vice-Rector for Academic Affairs, who, in turn, reports to the Rector of an educational organization. It should consist of five sectors:

1. The sector for working with the Bachelor's program, which, in turn, is subdivided into two directions for providing education, both offline (number of employees is 2-5) and online (number of employees is 2-5).

2. The sector for working with the Specialist's program, which, for its part, is subdivided into two areas for providing education, both offline (number of employees is 2-5) and online (number of employees is 2-5).

3. The sector for working with the Master's program, which, in turn, is subdivided into two directions for providing education, both offline (number of employees is 2-) and online (number of employees is 2-3).

4. The sector for work with students on supplementary vocational education (hereinafter referred to as the "SVE"), which, for its part, is subdivided into two areas for providing education, both offline (number of employees is 2-3) and online (number of employees is 2-3).

5. The sector for work with institutes, departments (for the distribution of the teaching load between institutes and departments, drawing up curricula, class schedules).

If, in the structure of an educational organization, non-separate structural divisions carry out work that implements educational programs of secondary vocational education (department, college, etc.), then we propose to introduce in it a sector for working with students of secondary vocational education, which, in turn, is subdivided into two areas for providing education, both offline (number of employees is 2) and online (number of employees is 2).

This division makes it possible for employees to control the learning process (offline and online), to provide timely assistance to both students and teaching employees, to correct mistakes and shortcomings in the emergence and the provision of the educational process. The EPS employees are its representatives and they should be highly qualified

specialists in the field of higher education, since they are the conglomerate of these relationships.

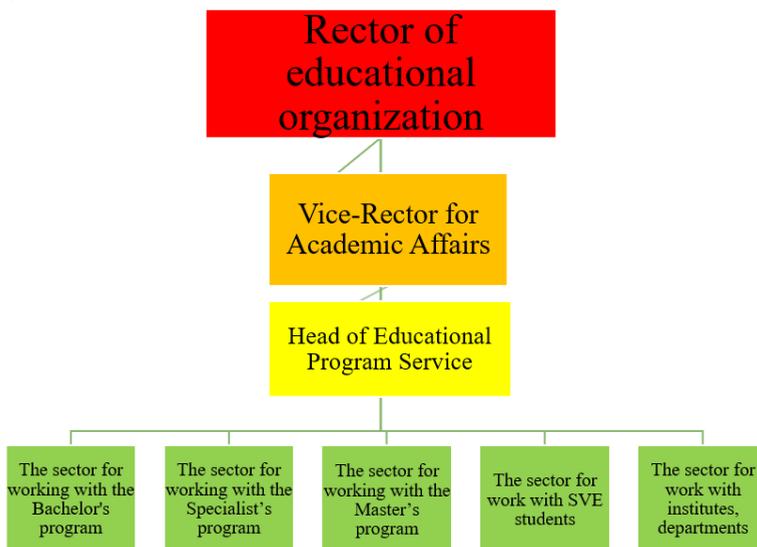


Fig. 3. The hierarchy of subordination of the Educational Program Service

In our opinion, such a structure will require cash expenditures, time, and effort on the part of the management of an educational organization, but this will systematize the work of an educational focus, will make it possible to streamline the internal circulation of documents, and will allow employees to systematically prepare and to develop documentation, in accordance with the requirements of the Federal State Educational Standards. Moreover, the emergency workload for each employee will decrease, thereby increasing the quality of the work performed.

4 Conclusions

In the course of the study, the authors of the paper have developed:

1. The EPS structure, which consists of 5 sectors (the sector for working with the Bachelor's program, the sector for working with the Specialist's program, the sector for working with the Master's program, the sector for work with SVE students, the sector for work with institutes, departments). The necessity of using and implementing this structure in educational organizations in the context of teaching using distance technologies has been substantiated.

2. The principles of the EPS work have been proposed, on the basis of which the quality of the department's work is increased, and, as a consequence, the quality of education.

3. Changes in the educational process have led to an increase in the volume of work performed, therefore, with the systematization of educational and methodological activities, the conditions and productivity of labor will increase. As a result, the social, labor protection of employees of educational organizations working in the educational and methodological direction will increase.

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