

**Federal State Budgetary Educational Institution of Higher Education
'M.Akmullah Bashkir State Pedagogical University'
(FSBEI of Higher Education 'M.Akmullah BSPU')**

REGULATION

QUALITY MANAGEMENT SYSTEM

**ON THE MAIN VOCATIONAL EDUCATIONAL PROGRAM OF HIGHER
EDUCATION – BACHELOR, SPECIALIST, MASTER PROGRAMS**

RG-02-____-2017

Official edition

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1 General provisions

1.1. This Regulation has been developed in accordance with the legislation in force of the Russian Federation and predetermines the structure, order of planning and approval of the main vocational educational programs of higher education (hereinafter – BPAP) implementing Federal State Educational Standards of Higher Education (hereinafter – FSES HE) in FSBEI (Federal State Budget Educational Institution) of Higher Education ‘M. Akmullah Bashkir State Pedagogical University’ (hereinafter – University).

1.2. An educational program is a set of basic characteristics of education (i.e. scope, content, planned results), organizational and teaching conditions, forms of attestation, which is represented in the form of a general characteristics of an educational program, curriculum, training schedule, syllabus, operational programs of disciplines (modules), internship programs, evaluation tools, teaching materials and other elements included into the educational program as decided by the University.

1.3. BPAP HE is a systematically organized complex of educational and methodological documents which state the objectives, expected results, contents, forms, conditions and technologies of organizing the educational process, the process of training quality evaluation of a graduate with relevant qualifications (degree) of a bachelor, master or specialist, developed and approved considering the needs of the local labor market, requirements of federal executive authorities and industry requirements.

1.4. Undergraduate programs are implemented in various fields of higher education – bachelor (four-year) degree course, specialist programs – in the field of higher education – specialist (five-year) degree course, master degree programs – in various fields of higher education – master degree programs specified in the appendix to the license.

1.5. The educational program has a specialty (major), which reflects its focus on specific fields of knowledge and (or) activities and determines its subject-specific contents, prevailing types of students' learning activities and requirements for the knowledge they should acquire. The university may implement a single bachelor degree program (or a specialist degree program, a master degree program) for one specialty or major, or several bachelor degree programs (several specialist degree programs, several master degree programs) with different specialties (majors); or a single bachelor degree program or master degree program for several specialties.

A specialty (major) of an educational program is determined by the University as follows:

a) the focus of a bachelor degree program on the field of knowledge and (or) various types of activities in terms of this or that specialty is determined by the specialty (major) of the bachelor degree program; or the specialty (major) of the bachelor degree program should comply with the field of training in general;

b) the specialty (major) of a specialist degree program is determined by the specialty which has been chosen by the University from the list of specialties stated by FSES HE; if the specialty cannot be found in the list stated by FSES HE, the focus of the specialist degree program on a definite field of knowledge and (or) types of activities in terms of the specialty should be specified; or the specialty (major) of the

specialist degree program should comply with the field of training in general;

c) the focus of a master degree program on the field of knowledge and (or) various types of activities in terms of this or that specialty is determined by the specialty (major) of the master degree program.

The name of the main vocational educational program should include the name of the specialty or the field of training and specialty (major) of the educational program if the given specialty (major) is different from the name of specialty or field of training.

1.6. BPAP HE for bachelor, specialist and master degree programs may be implemented for both, full-time and part-time students. Various types of training stated by FSED HE may be combined while implementing this program. It is also possible to combine different forms of training stated by the educational standard. BPAP HE, as a set of documents, is developed for each major (specialty) of each field of training (specialty) for each admission year and for each form of training (for full-time, part-time and extramural students) separately.

1.7. The information on BPAP HE should be posted on the official site of the University on the Internet information and telecommunications network (hereinafter referred to as the Internet) in the section 'Information on the educational institution'.

2. Educational program structure

2.1. The structure of an educational program is determined by the corresponding federal state educational standard of higher education.

2.2. The main vocational educational program is supplemented by its general characteristics (outline) (appendix 1), which should include the following points:

- the field of training;
- specialty (major) of training;
- the aim of BPAP HE;
- qualification awarded to graduates;
- competence and qualification characteristics of a graduate, including: the area, objects, types and objectives of a graduate's professional activities; graduate's competencies as expected results of their training and planned results of mastering the educational program; the characteristics of the planned type(s) of professional activity for which graduates are being prepared;
- the terms of mastering BPAP HE;
- labour intensity of BPAP HE in credit points;
- the requirements to university entrants;
- the information on teachers and professors who should implement the educational program.

The general characteristics of BPAP HE is developed by the directorate of the educational program in compliance with the requirements of FSES HE and potential resources of the University.

2.3. The list of documents determining the contents and realization of educational process for each educational program includes:

- curriculum;

- training schedule;
- operational programs of disciplines (modules);
- internship programs;
- assessment tools;

in compliance with the curriculum they determine the contents and the resource support of the educational process including educational, methodological, informational, personnel, technical, financial and administrative support of BPAP HE.

2.3.1. The curriculum of BPAP HE determines the duration and sequence of theoretical and practical periods of training, exams, holidays, all types of internship and state final attestation (SFA); it contains a full list of disciplines (modules) and internships determined by BPAP HE, with the indication of their volume in credit points, sequence and distribution by the periods of study; it reflects the forms of midterm and final attestation (assessment). The curriculum highlights the workload of students in collaboration with the teacher and the independent study of students in academic hours. The curriculum is developed in the Plan program of the laboratory of math simulation and information systems (MSIS), of the town of Shakhty. The curriculum is developed by the directorate of the educational program at the administering department.

2.3.2 The training schedule reflects the duration and sequence of theoretical and practical periods of training, exams, holidays, all types of internship and state final attestation (SFA) per week for the whole period of study for each academic year. The training schedule of BPAP HE is developed by the directorate of the educational program in the Plan program (together with the curriculum). It is of a frame nature and does not take into account the real beginning of an academic year and the annual shift of dates by days of the week. To provide the effective performance of the educational process, the schedule of the educational process (Appendix 2) is developed for each academic year. It is based on the training schedule and takes into account the real beginning of the academic year for part-time students and the shift of September 1 by the days of the week in a particular year. The schedule of the educational process is approved by the educational and methodological department in concurrence with the Vice-Rector for Academic Affairs.

2.3.3. The operational program of a discipline (module) (hereinafter – the program of a discipline (module)) (Appendix 3) includes the name of the discipline (module), the list of the planned results of training in a discipline (module) related to the planned results of mastering the educational program, which is reflected in the list of the knowledge, skills and competences acquired, in the definitions of the competences, which are acquired while studying the given discipline (module). It also indicates the place of the discipline (module) in the structure of the educational program; states the volume of the discipline (module) in credits, indicating the number of academic hours allocated for students' independent study, for the preparation for midterm attestation and for collaborative work of a student together with a teacher

determined by the type of a lesson: lecture, practical training, laboratory classes. It includes the contents of the discipline (module), structured by topics (sections), where the number of academic hours allocated for them and types of training sessions are indicated; the list of teaching and methodological support for students' independent study of the discipline (module); the list of basic and supplementary books (further reading) necessary for studying of the discipline (module); the list of resources in the Internet necessary for mastering the discipline (module); the list of information technologies used in the implementation of the educational process for the discipline (module), including the list of software and information reference systems (if necessary); the description of the technical, financial and administrative support necessary for the implementation of the educational process for the discipline (module); assessment tools for midterm attestation of students for the discipline (module). The program of the discipline (module) is developed on the basis of FSES HE by the department, which is responsible for the discipline in accordance with the curriculum, and is approved at the meeting of the department before the beginning of the academic year, which is registered in the minutes of the meeting of the department.

2.3.4. The program of internship (Appendix 4) includes the indication of internship type, the way and the forms (form) of its performance, the list of the planned results of training during the internship, correlated with the planned results of mastering the educational program; the indication of the position of internship in the structure of the educational program; the indication of the volume of internship in credit points and its duration in weeks (it is also permissible to indicate additionally the duration of internship in study days and/or astronomic hours); the contents of internship; the list of textbooks and Internet resources necessary for internship performance; the list of information technologies used during internship including the list of software and information reference systems (if necessary); the description of technical, financial and administrative support necessary for internship performance; the indication of reporting forms for internship; assessment tools for midterm attestation of students who have internship. The program of internship is developed by the department, which is responsible for it, in accordance with the curriculum, with the reference to FSES HE and the curriculum of BPAP HE.

In the discrete form of internship, i.e. by highlighting in the training schedule of a continuous period of study time for performing each type (set of types) of internships to understand the position of each type of internship in achieving the planned study results during the internship, correlated with the planned learning outcomes of the educational program, the directorate of the educational program should develop a common set of internships of the educational program in accordance with FSES HE (Appendix 5).

2.3.5. Assessment tools in accordance with BPAP HE are a kind of matrix of the ratio of competences and disciplines (modules) and internships which help to form them, with the indication of the stages of forming of these competencies (for full-time and part-time forms of study – by terms, for extramural courses – by years) and the main types and forms of assessment tools used, standard tests and other materials

necessary for the assessment of knowledge, skills, abilities and / or hands-on experience (Appendix 6).

The methodological materials that determine the procedures for assessing knowledge, skills, abilities and / or hands-on experience and describe the stages and levels of competence formation, assessment scales are reflected in the 'Procedure for the formation of assessment tools for performing current, midterm and final attestation of students enrolled in higher education programs'. They can be supplemented for each educational program (at the discretion of the directorate of BPAP). The assessment tools fund is formed by the directorate of the educational program on the basis of programs of disciplines (modules) and internships and in accordance with FSES HE and the curriculum.

2.3.6. The program of final (state final) attestation includes the list of competencies that students should acquire after mastering of the educational program, the description of indicators and criteria for evaluating competencies, as well as assessment scales; standard tests or other materials necessary for evaluating the results of mastering the educational program; methodical materials defining the procedures for evaluating the learning outcomes of the educational program. The program of final (state final) attestation is developed by the the directorate of the educational program and approved not later than six months before the beginning of state final attestation during the meeting of the Academic board of the faculty/college.

2.4. According to FSES HE the educational program consists of a set course part and a part which is formed by the participants of the educational process (hereinafter, respectively – the basic course part and the elective course part). While implementing the educational programs the form of educational activity performing based on the module principle of representing the educational program contents and curriculum developing, using the appropriate educational technologies can be used.

2.4.1. The basic course part of the educational program is obligatory for all the students regardless of specialty (major) of the educational program. It provides the formation in students of the competences stated by FSES HE and includes the following:

- disciplines (modules) and internships stated by the educational standard (if such disciplines (modules) and internships exist);
- disciplines (modules) and internships stated by the institution;
- final (state final) attestation.

2.4.2. The elective course part of the educational program is targeted at expanding and (or) deepening of the competencies stated by FSES HE and at forming in students of the competencies stated by the University as supplementary to the competencies stated by FSES HE (if the University states these competences as special ones) and includes the disciplines (modules) and internships stated by the University. The contents of the elective courses part is developed in accordance with the specialty (major) of the educational program.

2.4.3. The disciplines (modules) and internships which are included into the

basic course part of the educational program and the disciplines (modules) and internships which are included into the elective course part of the educational program in accordance with the specialty (major) stated in the program and the elective disciplines chosen by the students are obligatory for all the students

While implementing the educational program the University provides its students with the possibility of mastering extracurricular (non-obligatory for studying while mastering the educational program) and elective (part of which should be chosen obligatory) disciplines (modules) as it is stated in Methodological Recommendations for the organization of mastering by the students of elective disciplines (modules) while mastering the main professional educational programs of higher education – bachelor degree programs, specialist degree programs, master degree programs.

While implementing the educational program developed in accordance with FSES HE, extracurricular and elective disciplines (modules), as well as, specialized adaptive disciplines (modules) are included into the elective course part of the educational program.

2.4.4. Education of students with health limitations and disabilities can be carried out both jointly with other students and in individual groups or in special organizations. While providing inclusive education for people with disabilities and health limitations, the University includes specialized adaptive disciplines (modules) into the educational program.

2.5. Bachelor degree and specialist degree programs for full-time students include physical education lessons (physical training). The procedure and the number of such lessons for part-time and extramural forms of education, when combining various forms of education, when implementing an educational program using only e-learning and distance learning technologies, as well as mastering the educational program by people with disabilities and health limitations, is established by a separate local act of the University.

3. Principles of developing and implementation of the educational program

3.1. BPAP HE is developed with due regard for the analysis of the regional labor market, the need for appropriate qualified personnel, which determines both the choice of fields of training (from the list stated in the license granted to the University and ensuring the right to provide educational services for the implementation of educational programs) and the specialty (major) of the main vocational education program. The field of training and specialty (major) of programs for implementation are determined by the faculty / college at the stage of forming the admission rules for the upcoming academic year.

3.2. BPAP HE is developed on the basis of competence-oriented approach to the expected results of training and on considering the student to be the central figure of the education process.

3.3. Competence-oriented model of the graduate is developed in compliance with the traditions and possibilities of the scientific and training school of the University.

3.4. The scope of the educational program (its constituent part – the unit allocated to FSES HE) is determined as workload of the academic load of a student while mastering the educational program (its constituent part – the allocated to FSES HE), which includes all types of their study activities determined by the curriculum to achieve the planned outcomes of training.

As a unified unit of measurement of the complexity of the student's workload, a credit unit is used to specify the volume of the educational program and its constituent parts. The volume of the educational program (its constituent part - the block allocated to FSES HE) is expressed by a counting number of credits. The credit point for educational programs developed in accordance with FSES HE is equivalent to 36 academic hours (one academic hour is 45 minutes), which is equal to 27 astronomical hours.

3.5. The volume of the educational program in credit points, without the volume of extracurricular disciplines (modules), and the time required for obtaining higher education on the educational program for various forms of education, with a combination of various forms of education, using the network form of implementing of the educational program, with accelerated training, and the period of getting of higher education in accordance with the educational program for people with disabilities and health limitations are stated by FSES HE.

The volume of the educational program does not depend on the form of education, the form of training, the combination of various forms of education, the use of e-learning, distance learning technologies, the use of the network-based form of implementing of the educational program, and personal curriculum training, including accelerated education. The volume of the part of the educational program must be a counting number of credits.

3.6 The volume of the educational program, implemented during one academic year without the volume of extracurricular disciplines (modules) (hereinafter referred to as the annual volume of the program), is established by the educational standard. The annual volume of the educational program does not include optional disciplines (modules). When training on a personal curriculum, including accelerated training, the annual volume of the educational program, without taking into account the volume of separate disciplines (modules) and / or separate internships the results of which have been recognized, cannot exceed the volume set by the educational standard.

3.7. The term of obtaining higher education according to the educational program are established by FSES HE, regardless of the educational technologies used by the University. The term of obtaining higher education according to the educational program does not include the time when a student is on academic leave, maternity leave, or being on parental leave until the child is three years old if the student does not continue their studies during this period.

3.8. The educational process according to the educational program is divided into academic years (courses). The educational process according to the educational programs is organized by periods of study: academic years (courses), as well as by periods of study allocated for courses, including semesters (2 semesters within a course), as well as periods of mastering modules. The educational process can be carried out simultaneously by periods of study within the framework of courses and

periods of mastering the modules.

3.9. The academic year for full-time and part-time forms of education begins on September 1. The university can postpone the beginning of the academic year for full-time and part-time form of training for no more than 2 months. For extramural training, as well as when combining various forms of education, the beginning of the academic year is set by the University, which is reflected in the training schedule.

3.10. The total duration of holidays during the academic year, unless otherwise specified by FSES HE, is as follows:

if the duration of study during the academic year is more than 39 weeks – not fewer than 7 weeks and not more than 10 weeks;

if the duration of study during the academic year is not fewer than 12 weeks and not more than 39 weeks – not fewer than 3 weeks and not more than 7 weeks;

if the duration of study during the academic year is fewer than 12 weeks – no more than 2 weeks;

When calculating the duration of studies and holidays, the indicated duration does not include days off and holidays. Educational activities and trainings according to the educational program are not carried on days off and holidays.

At the request of the student, they can be given a vacation after passing the final (state final) attestation. The term for obtaining higher education according to the educational program includes a vacation period following the completion of the final (state final) attestation (regardless of the provision of the specified vacation to the student).

3.11. The choice of methods and means of training, educational technologies and teaching and methodological support for the implementation of BPAP is carried out by the University independently, based on the need for students to achieve the planned results of mastering this program, as well as taking into account personal capabilities of students with disabilities and health limitations.

3.12. While implementing BPAP various educational technologies can be used, including distance learning technologies and e-learning, which is governed by the relevant Regulation.

3.13. Educational programs are implemented by the University independently, the network form of their implementation can also be used. The network form of the implementation of educational programs provides the opportunity for students to master an educational program using the resources of several institutions carrying out educational activities, including foreign ones, and, if necessary, using the resources of other institutions. If the University chooses the implementation of the program in the network form, the University should develop the relevant Regulation.

3.14. Development and implementation of educational programs are carried out in compliance with the requirements stipulated by the legislation of the Russian Federation on information, information technologies and information security.

4. Order of developing and approval of an educational program

4.1. BPAP HE is developed considering the requirements of FSES HE within the relevant field of training and taking into account the recommendations of the exemplary BPAP (if available). With the inclusion of an exemplary main educational

program into the register of exemplary basic educational programs (hereinafter - respectively, EMEP, register), the University develops an educational program according to EMEP for persons enrolled in training in the year following the year when EMEP is included into the register. Training of persons enrolled in an educational program developed prior to the inclusion of the relevant EMEP into the register is carried out according to the educational program developed at the time of their admission or (by decision of the University Academic Council), according to the educational program updated to reflect EMEP newly included into the register.

4.2. The head (director) of the program (hereinafter referred to as the head of BPAP), who is appointed by the decision of the University Academic Council upon the recommendation of the department, is responsible for developing BPAP HE. The requirements to the head of BPAP, their functions, rights and responsibilities are governed by the Regulation on the directorate of BPAP.

4.3. BPAP HE are developed by the directorates of educational programs, which are formed at the administering department of the relevant faculty / college, under which BPAP HE is declared for implementation in the admission rules. The general characteristics of BPAP HE is developed in the year of admission of students for BPAP HE, before developing of other documents for BPAP HE and is primarily aimed at entrants.

4.4. BPAP HE, signed by the head of BPAP on the front page of the curriculum, is reviewed by the Academic Council of the faculty / college and approved by the dean of the faculty / director of the college and their deputy for academic affairs, the head of the administering department, the head of the educational standards and programs department, the vice-rector on academic affairs, after which it is submitted to the Academic Council of the University.

4.5. BPAP HE is approved by the decision of the University Academic Council, which is recorded on the front page of the curriculum, indicating the date of the board meeting and the protocol number - before the beginning of the corresponding academic year and implementation of BPAP HE. BPAP HE is signed by the chairman of the Academic Council - the rector of the University on the front page of the curriculum; the signature of the rector is certified by the University seal.

4.6. After approval, the registration number of the “registered copy of the educational and methodical department” with the registration in the corresponding journal, is put on the front page of the curriculum of BPAP.

4.7. The front page of the curriculum of the main vocational educational program of higher education, containing the signatures of its developers, reconciliation and approval and having necessary seals, serves as the front page for the entire set of documents of the main vocational educational program of higher education, i.e. bachelor degree program, specialist degree program, master degree program.

4.8. Signatures and seals on other documents, which are included into BPAP HE complex, except for the curriculum, are not required, but it is allowed to indicate the date of review of separate documents included into BPAP HE complex at the meetings of departments, academic council, etc., approval dates and protocol numbers of the meeting of the Academic Council on the approval of BPAP.

4.9. BPAP HE should contain the information about the expert evaluation of the

community of professionals. BPAP HE is agreed with the main employers, which is issued in the form of a separate document called the “conclusion” / “review” / “comment” of the employer for the educational program (Appendix 7). The date of issue of the conclusion / review / comment of the employer may not coincide with the date of approval of the main vocational educational program.

5. The language of an educational program

5.1. All educational activities according to educational programs at the University are carried out in Russian, which is the state language of the Russian Federation. Teaching and learning of the state language of the Russian Federation within the framework of state-accredited educational programs are carried out in accordance with the educational standards.

5.2. Teaching and learning of the Bashkir language – the state language of the Republic of Bashkortostan of the Russian Federation in accordance with the legislation of the republics of the Russian Federation can be introduced into BPAP HE by the decision of the Academic Council of the University or by the directorate of the educational program. Teaching and learning of the state languages of the republics of the Russian Federation within the framework of state-accredited educational programs are carried out in accordance with the educational standards. Teaching and learning of the state language of the republics of the Russian Federation are not to the detriment of teaching and learning the state language of the Russian Federation.

5.3. In accordance with the FSES HE, the subject "Foreign Language" can be included into the educational program as a discipline of the basic course part. The choice of a particular language within the framework of this discipline is determined by the assigned department, however, upon the student's request, it can be changed if the student wishes to continue learning the foreign language, which they studied at school. Foreign students for whom Russian is not a native language and / or the state language of the country can learn Russian within the framework of this discipline.

5.4. An educational program which specialty (major) is connected with the learning of the native languages of the peoples of the Russian Federation and / or foreign languages is partially implemented in the language stated in the name of the specialty (major) of BPAP HE in accordance with the educational program and in accordance with the legislation on education.

5.5. The students mastering other BPAP HE courses may study other disciplines to learn the native languages of the peoples of the Russian Federation and / or foreign languages as an elective and/or extracurricular subject, in accordance with the educational program and in accordance with the legislation on education.

6. Renewal, update and implementation suspension of an educational program

6.1. BPAP He is renewed and updated annually in terms of the content of programs of disciplines / modules / internships, taking into account the development of science, technology, culture, economics, technology and the social sphere, as well as taking into account the views of employers and consumers of educational services of

the University, updating the available library stock and digital library systems. In this case, the update of BPAP HE is recorded by the decision of the meeting of the assigned department, which implements a specific discipline / module / internship.

6.2. The annual update and revising of BPAP HE is also possible in terms of the composition and scope of the established by the University disciplines (modules) of the curriculum and consolidation of competencies. In this case, the renewal of BPAP HE is recorded by the decision of the Academic Council of the University through the petition of the Academic Council of the faculty / college by approving the curriculum for the main professional educational program of each year of admission (in accordance with the admission rules of the current year of enrollment) before the beginning of the corresponding academic year.

6.3. In case of approval of the federal state educational standard of higher education, canceling the previously approved relevant federal state educational standard of higher professional education, the main vocational educational program is reviewed at the meeting of the assigned department concerning its compliance with the requirements of the FSES HE and submitted for approval at the next meeting of the University Academic Council through a petition of the Academic Council of the faculty / college. In this case, the curriculum of BPAP HE is replaced and the previously approved programs of disciplines (modules) / internships are updated, the SFA program is revised. To ensure the continuity of curricula the directorate of BPAP may develop the adapter of the competencies, as an appendix to BPAP HE (Appendix 8).

6.4. The mark “Updated in connection with the introduction of FSES HE” is put in the programs previously mastered by the students (before FSES HE came into operation) disciplines (modules) / internships in the part of specification of competencies and an adapter of the competencies is attached; an additional record on consideration of the program of the discipline / module / internship "The program is updated in connection with the introduction of FSES HE ... from" __ " __201__ at the meeting of the department ____, protocol No. __ from" __ " __201__" is made in the program of the discipline / module / internship.

6.5. In case of discrepancy of disciplines / modules / internships previously mastered by the students (according to FSES HVE) by name or volume, the discipline / module / practice programs are updated and reapproved at the department meeting and the knowledge of previously mastered disciplines / modules / internships of the students are reassessed, which is recorded in the protocol of reattestation of the faculty / college and is put into the student's report book.

6.6. Methodical documents, assessment tools, reporting forms and other accompanying documents of the main vocational educational program, which started functioning under the previous FSES HVE prior to the introduction of the relevant FSES HE, but not inconsistent with the requirements of FSES HE, are not replaced or changed. In some cases (where the name of FSES HE or the specification of competencies under FSES HVE), the use of the stamp “Updated in connection with the

introduction of FSES HE” is allowed to reconcile inconsistencies, where the code of the relevant FSES HE should be provided, which implies understanding of the updated information from the point of view of FSES HE.

6.7. The termination of the implementation of the main vocational educational program (the suspension of the program due to the absence of applicant students) is carried out from the moment of the issuance of the order of the rector about the dismissal of the last student studying according to this educational program. After that, within 10 days, the information on the specified educational program is excluded from all subsections of the section “Information about the educational institution” on the official website of the University.

7. Final provisions

7.1. This provision enters into force from the moment of its approval by the rector of the University.

7.2. All changes and additions, the necessity for which arises in the process of developing of an educational program, can be made to this provision by the order of the rector on the recommendation of the dean of the faculty / director of the college, the head of the educational and methodical department and in coordination with the vice-rector for academic affairs of the University.

7.3. Those changes and additions, the introduction of which is due to changes in federal requirements in the field of education, are introduced into the regulation without any representation from any person. The regulation that has undergone changes and additions due to changes in federal requirements is considered to be a redrafting.