

TED UNIVERSITY
Department of Sociology
Advisory Board Regulations

PART I

Purpose, Scope, Basis and Definitions

Purpose

ARTICLE 1- (1) The purpose of this directive is to establish and determine the working principles of the TED University Department of Sociology Advisory Board in order to ensure a sustainable cooperation between the public and private sectors, non-governmental organizations, and other stakeholders.

Scope

ARTICLE 2- (1) This directive covers the principles regarding the work of the Advisory Board that ensures a sustainable cooperation between TED University Department of Sociology with public and private sectors, non-governmental organizations, and other stakeholders.

Basis

ARTICLE 3- (1) This directive has been issued in accordance with paragraph (f) of Article 44 of the Higher Education Law No. 2547 and the Regulation on the Establishment of Advisory Boards in Higher Education Institutions published by the Council of Higher Education in the Official Gazette No. 29851 dated 08.10.2016.

Definitions

ARTICLE 4- (1) In this directive;

University: Refers to TED University,

Department: Refers to Department of Sociology,

Advisory Board: Refers to the Advisory Board of TED University Department of Sociology.

PART II

Bodies, Duties and Responsibilities

Department Advisory Board

ARTICLE 5- (1) Department Advisory Board aims to improve the ties of the department with the relevant professional community and to ensure the contribution of faculty members, students and professional practitioners to the educational goals and course content of the program.

Determination of Board Members

ARTICLE 6 – (1) Boards must consist of 5-10 members and their members must include graduates, faculty members (internal and external), representatives from different areas of the profession and the Department Head.

(2) It is essential that at least one-third of the board members is from outside academia and that the student representative is elected or is determined by elected representatives. Member elections are made unanimously by the academic staff of the department.

Terms of Office of Board Members

ARTICLE 7 – (1) The terms of office for the members of the Advisory Board is limited to three years. A member whose terms of office come to end could be reappointed by the academic staff of the department.

(2) If any member appointed to represent their institutions come to an end of their duties in their institutions, their board membership is also terminated. A new member is determined to replace the member whose duty has ended, and the same procedure in selecting the new member is followed.

Duties of the Advisory Board

ARTICLE 8- (1) Duties of the Advisory Board are as follows:

1. To develop the ties of the program/department with the relevant professional community; to provide advisory suggestions to faculty members, students, and professional practitioners in order to contribute to the educational goals and course contents of the department,
2. To evaluate the requests and suggestions from the public and private sectors, institutions, organizations, professional chambers and non-governmental organizations,
3. To support conducting applied research in relevant fields by collaborating with institutions and organizations outside the university,
4. To give advice to the relevant unit managers on updating the course curriculum and how practice-oriented courses in particular should be conducted,
5. To ensure coordination in carrying out scientific activities such as projects, seminars, thesis studies, panels, symposiums, workshops, and such on topics important for the public, private sector, and civil society in relevant professional fields.
6. To carry out studies to transfer the knowledge and experiences of the public, private sector, and civil society to students and to increase their motivation,
7. To make various advisory decisions in line with national and international developments,
8. To present, in a report, the decisions taken by the Advisory Board.

Working procedures and principles of the advisory board

ARTICLE 9- (1) It is the responsibility of the board chair to keep the proceedings during the meeting and to prepare the board working report.

(2) The Advisory Board meets at least twice a year, in the spring and fall semesters, upon invitation to all members. Board meeting dates are announced in writing by the Department Head.

(3) However, when necessary, the Board may meet extraordinarily upon the call of the Department Head. Board members review the agenda determined and sent to them in advance by the Department Head, and convey their opinions and suggestions in writing.

(4) The Advisory Board meets with the absolute majority of the total number of members and makes decisions with the absolute majority of the participants. If the votes are equal, the side with the board chair is considered to be in the majority.

Provisional agenda

ARTICLE 10- (1) Temporary working agenda of the Advisory Board are determined by the board chair. The main agenda is decided by the board.

- (2) A report regarding the provisional agenda, the previous meeting and post-meeting developments is sent to the members in writing by the board chair before the meetings.
- (3) The proceedings kept during the meeting are communicated to the board members in writing after the meeting.
- (4) The vision and mission of the University, the vision, mission, and curricula of the department as well as the Advisory Board Directives are sent to external members of the Advisory Board.

PART III

Enforcement and Execution

Enforcement

ARTICLE 11- This directive was accepted by the decision of TED University Sociology Department dated 28.11.2023 and entered into effect on this date.

Execution

ARTICLE 12- This directive is carried out by the Head of TED University Sociology Department.