

Republic of Türkiye
ISTANBUL AYDIN UNIVERSITY
FACULTY OF DENTISTRY
DIRECTIVE ON THE PRE-GRADUATION DENTAL EDUCATION
STUDENT BOARD

CHAPTER ONE
Purpose, Scope and Definitions

ARTICLE 1 – Purpose

(1) The purpose of this Directive is to ensure that pre-graduation dental students studying at Istanbul Aydın University Faculty of Dentistry participate effectively in the planning, management and evaluation processes of the education they receive, thereby increasing communication and cooperation among stakeholders of dental education and supporting the continuous development of education.

ARTICLE 2 – Scope

(1) This Directive covers the purpose, duties, composition, and the working procedures and principles of the Istanbul Aydın University Faculty of Dentistry Pre-Graduation Dental Education Student Board.

ARTICLE 3 – Definitions

(1) In this Directive:

- a) University: Istanbul Aydın University,
- b) Senate: the Senate of Istanbul Aydın University,
- c) Deanship: the Deanship of Istanbul Aydın University Faculty of Dentistry,
- d) Vice Dean: the Vice Dean of Istanbul Aydın University Faculty of Dentistry responsible for pre-graduation dental education,
- e) Faculty Administrative Board: the Administrative Board of Istanbul Aydın University Faculty of Dentistry,
- f) Board: the Istanbul Aydın University Faculty of Dentistry Pre-Graduation Dental Education Student Board,

- g) Student: a student registered at Istanbul Aydın University Faculty of Dentistry,
- h) Faculty Student Representative: the representative elected pursuant to the Istanbul Aydın University Student Council Directive,
- i) Class Student Representatives: the class representatives elected from each year of the Faculty of Dentistry pursuant to the Istanbul Aydın University Student Council Directive,
- shall be understood.

CHAPTER TWO

Composition of the Pre-Graduation Dental Education Student Board

ARTICLE 4 – Composition

- (1) The Pre-Graduation Dental Education Student Board represents students in all processes related to education.
- (2) The members of the Board consist of the student representatives of each class year and one person elected among the foreign-national students studying in all class years.
- (3) Students are appointed to the Board for the duration of their representative terms.
- (4) The Board conducts its activities under the coordination of the Vice Dean responsible for pre-graduation dental education.
- (5) The membership of a member who cannot meet the conditions of participation in meetings and cannot fulfill the defined duties may be terminated by majority vote. Those who wish to resign voluntarily notify the Deanship with a petition. The Deanship places this petition on the agenda of the next Faculty Administrative Board and ensures that an election is held in the relevant period.
- (6) The Faculty Student Representative serves as the Chair of the Board.

CHAPTER THREE

Duties, Working Procedures and Working Groups

ARTICLE 5 – Duties of the Board

- (1) The duties of the Pre-Graduation Dental Education Student Board are as follows:

- a) To hold regular meetings to evaluate educational practices and experiences, and to submit meeting reports to the Deanship,
- b) To ensure communication between students and all education boards in the Faculty in processes related to dental education, and to represent students in all areas in meetings to be held,
- c) To compile, analyze and convey students' opinions, suggestions and requests regarding dental education; to express opinions in relevant boards regarding solution proposals; and to be a stakeholder of solutions,
- d) To inform students about scientific research and publications related to dental education and to ensure that they take an active role in related activities.

ARTICLE 6 – Working procedures and principles

(1) General provisions regarding the working order are as follows:

- a) At the first meeting to be held at the beginning of the academic calendar, the Board distributes duties among its members and works according to this distribution for one year.
- b) While conducting its work, the Board establishes working groups, determines the working principles of itself and these groups, and submits them to the Deanship.
- c) Each Board member has a duty to be carried out throughout the year.
- d) The Faculty Student Representative is responsible for the coordination of the Board.

ARTICLE 7 – Meetings and decision-making

(1) Provisions regarding meetings and decision-making are as follows:

- a) The Board meets at least once each semester and submits meeting minutes to the Deanship. The call for an ordinary meeting is notified to members by the Faculty Student Representative via email at least one week in advance together with the agenda. Where necessary, the Vice Dean may call members to an extraordinary meeting via email and telephone at least one day in advance. The Faculty Student Representative makes an extraordinary meeting call either on their own initiative or upon the request of at least three members.
- b) Board members must attend meetings in person; they cannot send a representative in their place. However, with the approval of an absolute majority of members, persons from outside the Board may be invited to meetings. The membership of a member who does not attend two consecutive meetings without stating an excuse ends by the vote of an absolute majority of those participating in the vote.
- c) Meetings are held with the participation of an absolute majority of members. If an absolute majority is not achieved, the meeting is postponed to the following week; no quorum is sought in that meeting. The Faculty Student Representative chairs the meeting; if they cannot attend, the person assigned by the Faculty Student Representative conducts the meeting.

- d) When requested, the relevant Vice Dean also attends the meeting.
- e) The meeting report, decisions taken, opinions and suggestions are submitted to the Deanship in writing.

ARTICLE 8 – Working groups

(1) The Board conducts its work through the following working groups:

- a) Curriculum Working Group
- b) Examinations Working Group
- c) Clinical Internships Working Group
- d) Student Clubs Working Group
- e) Social Activities Working Group

(2) If deemed necessary, the Board may establish a temporary working group. A responsible person from within the Board is appointed to the newly established working group.

ARTICLE 9 – Duties and responsibilities

(1) In order to support student participation in dental education processes and to develop a student-centered dental education culture, the Board is responsible for: conveying students' demands and expectations regarding education to the management; conducting student research related to dental education; participating in national and international meetings on this topic; and taking an active role in organizing student congresses.

(2) At the end of each semester, it submits the reports it prepares twice in writing to the Deanship.

(3) During its activities, it cooperates with the Deanship, commissions, faculty members, student clubs and other relevant persons and boards.

(4) It endeavors to ensure the broadest student participation in order to reflect student opinions in the best way on all matters related to dental education.

(5) The Deanship is the decision-making body in the planning, management, evaluation and improvement processes of dental education, and is the highest authority to which student opinions are conveyed regarding students' participation in social life, cultural development, and the communication and resolution of all kinds of student problems.

CHAPTER FOUR

Final Provisions

ARTICLE 10 – Entry into force

(1) This Directive enters into force on the date it is adopted by the Senate of Istanbul Aydın University, to be applied as of its publication date.

ARTICLE 11 – Execution

(1) The provisions of this Directive are executed by the Dean of the Faculty of Dentistry on behalf of Istanbul Aydın University Faculty of Dentistry.