

Republic of Türkiye
ISTANBUL AYDIN UNIVERSITY
STUDENT DEANSHIP DIRECTIVE

CHAPTER ONE
Purpose, Scope, Legal Basis and Definitions

Purpose

ARTICLE 1 –

The purpose of this Directive is to determine the procedures and principles regarding the establishment, duties, authorities and responsibilities of the Student Deanship to be established at Istanbul Aydın University, in order to: contribute to the social and cultural development of students studying at Istanbul Aydın University and to artistic activities during their period of education; facilitate their adaptation to university and campus life through supportive activities; strengthen students' sense of belonging to the University; ensure coordination of student clubs and support their formation; monitor their activities; and, by cooperating with deanships, department chairs and all units within the University to increase the quality of education and training, provide effective solutions to problems experienced by students.

Scope

ARTICLE 2 –

This Directive covers the working procedures and principles of the Student Deanship.

Legal basis

ARTICLE 3 –

This Directive has been prepared based on Articles 14 and 47 of the Higher Education Law No. 2547.

Definitions

ARTICLE 4 –

In this Directive:

- a) Dean: the Student Dean of Istanbul Aydın University,
- b) Deanship: the Student Deanship of Istanbul Aydın University,

- c) Senate: the Senate of Istanbul Aydın University,
 - d) Rector: the Rector of Istanbul Aydın University,
 - e) Vice Rector: the Vice Rector of Istanbul Aydın University responsible for education and training,
 - f) University: Istanbul Aydın University,
- shall be understood.

CHAPTER TWO

Purpose of Establishment and Services

Purpose of establishing the Deanship

ARTICLE 5 –

The purpose of establishing the Student Deanship is to create a university environment in which students can fully utilize their personal, professional and educational potentials, and thereby raise individuals who, after graduation, continue to feel the pride and privilege of being a graduate of Istanbul Aydın University.

Another purpose of the Deanship is to support students' academic, social, personal and cultural development; to strengthen institutional belonging; to create a dynamic campus environment in which students can develop their social identities; and, when deemed necessary by the Rectorate, to provide information to the University Administrative Board and the University Senate on matters within its field of duty and, when necessary, to prepare proposals and drafts on these matters.

Services to be carried out

ARTICLE 6 –

The main services to be carried out by the Deanship are as follows:

- a) Listening to students' problems regarding university life and, in cooperation with relevant administrative and academic units, providing guidance and referrals,
- b) Evaluating and guiding students' academic and social development applications regarding campus life,
- c) Providing support and making recommendations in order to create a more effective and efficient learning environment,

- d) Increasing students' career adaptation; making recommendations to relevant units, cooperating with them, and making requests by identifying needs in order to provide students with the information and skills they need before and after graduation,
- e) When necessary, cooperating with units that maintain communication among graduates and between graduates and students, and making recommendations,
- f) When deemed necessary by the Rector, providing information to the University Administrative Board and the University Senate on matters within its field of duty and, when necessary, making proposals and recommendations on these matters.

CHAPTER THREE

Establishment, Bodies and Duties of the Student Deanship

Bodies of the Student Deanship

ARTICLE 7 –

The Student Deanship consists of the Dean, a Deputy Dean as needed, and sufficient administrative personnel.

Appointment of the Dean

ARTICLE 8 –

- (1) The Dean is appointed by the Rector for three (3) years from among the University's faculty members. A Dean whose term expires may be reappointed by the same procedure.
- (2) If the deanship duty ends for any reason before the end of the term, a new Dean is appointed by the same procedure.
- (3) The Dean is responsible to the Rector and the Vice Rector responsible for education and training due to the duties specified in this Directive and relevant legislation. Duties to be carried out by the Deanship on behalf of the Rectorate are assigned to the Dean by the Rector and the Vice Rector.

Duties of the Student Dean

ARTICLE 9 –

The duties of the Student Dean are as follows:

- a) Working in cooperation with the Rector and the Vice Rector to develop studies that will contribute to students' academic, personal-social, educational and cultural development,

- b) Providing information to the University Administrative Board and the University Senate on matters within their field of duty and, when necessary, making recommendations on these matters,
- c) Listening to students' academic and social problems related to university life; and, in cooperation with relevant administrative and academic units, providing guidance and recommendations,
- d) Conducting activities within the University such as social/cultural events and club activities to increase students' quality of life and motivation,
- e) Organizing and conducting orientation programs to facilitate students' adaptation to university life,
- f) Cooperating with Deanships and Department Chairs and holding regular meetings to create an efficient learning environment and to increase the quality of education and training,
- g) Conducting protective and preventive studies for students' personal development and mental health and carrying out necessary collaborations,
- h) Preparing a program about the University at the beginning of the academic year together with orientation contents of academic and administrative units and ensuring that students are informed,
- i) Conducting studies aimed at increasing students' institutional belonging.

Duties of the Deputy Student Dean

ARTICLE 10 –

The duties of the Deputy Student Dean are as follows:

- a) Assisting the Dean in the Deanship's work and procedures,
- b) Acting for the Student Deanship when the Dean is absent,
- c) Performing other duties assigned by the Dean.

Duties of the Deanship Administrative Personnel

ARTICLE 11 –

The duties of the Deanship's administrative personnel are as follows:

- a) Ensuring communication between the Deanship and academic and administrative units,
- b) Conducting the Deanship's correspondence,
- c) Ensuring the arrangement of halls/classrooms during events; informing students; welcoming guests; following up social activities and meeting needs,

- d) Organizing Deanship meetings and making preparations,
- e) Performing other duties assigned by the Dean.

CHAPTER FOUR

Entry into Force and Execution

Cases not provided for

ARTICLE 12 –

In matters not provided for in this Directive, the provisions of the relevant legislation shall apply.

Entry into force

ARTICLE 13 –

This Directive enters into force on the date it is adopted by the Senate of Istanbul Aydın University.

Execution

ARTICLE 14 –

The provisions of this Directive are executed by the Rector.