



HACETTEPE UNIVERSITY

ANKARA

DECREES OF THE SENATE

SESSION DATE

SESSION NUMBER

DECREE NUMBER

25.03.2015

14

2015-110

*Informative presentation about **The Academic Inventory System of Hacettepe University** is made by **Prof. Ali Çağlar** and **Prof. İsmail Hakkı Boyacı**.*



HACETTEPE UNIVERSITY
ANKARA

DECREES OF THE SENATE

<u>SESSION DATE</u>	<u>SESSION NUMBER</u>	<u>DECREE NUMBER</u>
25.03.2015	14	2015-123

'Hacettepe University Health Unit Hospital Ethics Committee Directive' was approved as in the attachment.

HACETTEPE UNIVERSITY

HEALTH SERVICE UNIT

HOSPITAL ETHICS COMMITTEE DIRECTIVE

PURPOSE

Article 1

This Directive aims to create an effective referral mechanism where ethical problems encountered during health services provided in Hacettepe hospitals will be discussed without interfering with the patient-physician relationship; ensure the improvement of the decision-making process for patients' rights; develop patient-centered health care delivery; be a guidance for everybody's benefit from all the patients' rights, protecting against human rights violations, using means of legal protection if needed; ensure the implementation of the organization's ethical codes; help the patients, relatives of the patients and health care professionals; regulate the procedures and principles of Hacettepe University Health Services First Hospital Ethics Committee which was founded to provide consultancy on ethics in bioethics / clinic ethic and procedures and principles for the applications to the board.

CONTENT

Article 2

This Directive includes procedures and principles of the applications to the board and the procedures and principles of Hacettepe University Health Services First Hospital Ethics Committee.

BASIS

Article 3

This Directive has been prepared on the basis of Article 14 of the 2547 Higher Education Act.

DEFINITIONS

Article 4

In this directive;

University: University of Hacettepe,

Senate: The Senate of Hacettepe University,

Rector: Hacettepe University Rector,

Ethics Committee: Hacettepe University Hospital Ethics Committee of the Health Services Unit,

Health Services Unit: The unit who is responsible for the management and coordination of hospitals and other health care units in which Hacettepe University offers health services

Chairman: Hacettepe University, Chairman of the Health Services Unit,

Health Care Workers: all academic, administrative and contracted staff offering healthcare in Hacettepe University hospitals

Bioethics: the intersection of the working area of the vitality sciences and the ethics, interdisciplinary field of biomedical science in which the value problems are arising issues, discussed and researched

Clinical Ethics: identification of emerging ethical issues in patient care and diagnosis-treatment process and ethical studies dealing with the resolution of ethical dilemmas,

Ethical Dilemmas: the dilemmas that arise due to non-realization of the actions which are known to protect a different value each in a particular situation,

Ethical codes: refers to texts that reveal all the rules and principles of ethically "right" as a structural activity.

ETHICS COMMITTEE FORMATION

Article 5

Ethics Committee members are appointed by the Chairman of the Board from those who have experience in their own field, who do not have any unproven behavior against ethical issues and who are University staff.

Ethics Committee consists of a total of 11 members including

1. A representative of the Board of Directors of Health Services Unit
2. An instructor specialized in medical ethics and / or medical bioethics
3. A staff in charge of Public Relations Unit
4. Three clinicians
5. A nurse
6. A psychiatrist
7. A Forensic Expert
8. A lawyer experienced in the field of Health Law
9. A social services expert.

The term of office of board members is two years. Expired members may be re appointed by the Chairman. The membership of the board members who do not attend three consecutive meetings without an excuse ends. Withdrawal or end of membership of the Board members shall come into force with notification of the approval of Chairman. New members are appointed to complete the remaining term vacancies.

ETHICS COMMITTEE'S MEETINGS

Article 6

At the first meeting, Ethics Committee members elect a president, a vice president and an Assembly reporter among themselves. Vice president carries out the studies in the absence of the President.

The Ethics Committee meets once a month with the participation of at least two-thirds of the members at the invitation of the Chairman. Decisions are taken by simple majority of participating members. In case of equality of votes, the president's decision is taken.

The date, time and agenda is reported in writing by the president to the members at least one week before the meeting. Out of the ordinary meetings of the Ethics Committee, because of an urgent issue or application density, the chairman may call for an extraordinary meeting.

DUTIES AND AUTHORITIES OF THE ETHICS COMMITTEE

Article 7

Ethics Committee's decision is advisory, not binding on the parties. They do not mean to interfere with professional independence.

Ethics Committee makes decisions taking into account the universal rules and professional values and the legislation in force.

Ethics Committee's duties include:

- a- to determine whether informed consent forms prepared clarified / properly
- b- to determine what to do when a patient of decision making competence rejects treatment thought to be clinically necessary
- c- to determine the attitude to protect patient privacy or Professional secrecy in a particular event

- d- to determine what to do for Infectious diseases, domestic violence, cases when learned as secret of patients such as sexual exploitation
- e- to determine The physicians' rights in a certain event,
- f- to determine what to do when The assurance of the patient and / or existing refund policies is not enough to get the diagnostic or therapeutic services he needs
- g- to express an opinion on ethical issues such as medical interventions the treatment of the physical and mental disable newborn, assisted reproductive techniques, prenatal testing, genetic therapies, termination of pregnancy
- h- to express an opinion on the ethical problems posed by conditions such as the refusal of treatment of patients in the terminal stage or semi-cutting, not starting treatment in intensive care units, the termination of life support, the vegetative state and brain death
- i- to provide consultancy services and to help solve the medical ethical dilemmas that may arise in the patient's poor prognosis and telling the truth and similar matters in terms of bioethical / clinical ethics,
- j- to examine and express an opinion on patients' rights and issues related to patient-health worker relations within the framework of ethical principles and rules

WORKING PRINCIPLES OF THE BOARD OF ETHICS

Article 8

The Ethics Committee examines the applications in detail, the necessary research is done as soon as possible and decision is made. This period shall not exceed two months. The Ethics Committee conducts research in the privacy. Decisions are made by consensus or majority of votes. Reasons for voting against the decision are written under the decision. Ethics Committee informs the relevant people about their decisions and Ethics Committee informs the Board of Administration.

Ethics Committee may ask any written document on the subject that they examine via the Executive Board Chairman from the relevant unit, if necessary, may talk to the person concerned, and may refer to the views of people either orally or in writing.

Ethics Committee may assign a member to examine the issue on the application made and to collect the required data. This member transmits all information, documents and impressions about the issue exactly.

Ethics Committee, if it is necessary, may invite non-members to take the oral opinion to the board regarding a subject on the agenda. If needed, for each file assessment, the committee may establish an appropriate evaluation commission, may consult the experts or consultants for their review and opinion.

Ethics Committee secretarial services are carried out by the units connected to the Chairman of the Board. Ethics Committee application documents, information about the examination, documents and records, the Ethics Committee report and any correspondence made by the Ethics Committee are stored in official correspondence within the framework of maintaining principles and procedures of the documents related to the period stipulated in the laws and regulations of Executive Board Chairman.

The disputes in the judicial bodies or judicial decision makers cannot be applied to the Committee. Any application understood to have gone to Judiciary during the process of investigation is stopped.

APPLICATIONS to the ETHICS COMMITTEE

Article 9

The Ethics Committee prepares procedures and guidelines related to the application requirements at the latest in the fourth meeting after this Directive's entry into force and announce. Applications are made to the Health Services Management Board in written.

Applications submitted in accordance with formal requirements are put in process and become the agenda of the first meeting. If the subject of the events has taken place, application period is two months starting from the date event occurred or learned.

The Ethics Committee may also examine the condition regardless of application in accordance with request of the Chairman.

PRIVACY POLICY

Article 10

Applications made to the Ethics Committee, the Ethics Committee's review and assessment processes and decisions are kept secret. Information and files are only given to official examiners who do administrative inquiry, legal authorities or people or organizations to whom it is obligatory to give because of the legislation with respect to privacy.

Board members is liable to respect the confidentiality.

VALIDITY

Article 11

This Directive shall enter into force on the date of its approval by the Senate.

EXECUTIVE

Article 12

This Directive shall be conducted by the Head of Unit for Health Services Board



HACETTEPE UNIVERSITY
ANKARA

DECREES OF THE SENATE

<u>SESSION DATE</u>	<u>SESSION NUMBER</u>	<u>DECREE NUMBER</u>
25.03.2015	14	2015-124

The decree of School Board dated 11.03.2015 and with number 5 of 2015 about accepting 'School of Foreign Languages English, German, French Foreign Language Exams Equivalence' as in the attachment was approved.

HACETTEPE UNIVERSITY SCHOOL OF FOREIGN LANGUAGES

ENGLISH FRENCH AND GERMAN PREPARATORY UNITS

FOREIGN LANGUAGE EXAMS EQUIVALENTS

A description of equivalence of Hacettepe University foreign language tests of Proficiency and Exemption which was created as a result of evaluations made by Hacettepe University School of Foreign Languages Directors Board and based on the updates made by OSYM Board of Directors dated 01.14.2015 and entered into force on 25/03/2015 at Hacettepe University Senate with the number of 124 of 2015 is given below.

Foreign Language Proficiency Examination (YDS), Public Personnel Foreign Language Proficiency Exam (KPDS) and the Interuniversity Foreign Language Examination (UDS) and Proficiency / Exemption exams made by Hacettepe University School of Foreign Languages identical are equivalent.

Other than those indicated in the tables, university exams, the exams conducted by a variety of courses, exams organized by the institutions engaged in other languages are not considered equivalent. For the students who completed his/her education in the preparatory class in Hacettepe University School of Foreign Languages School and have been successful, the overall grade of the preparatory program at the end of the training they received provided that they have taken it in the last three years, is equivalent to Hacettepe University foreign language tests of Proficiency and Exemption.

1. ENGLISH EXAM EQUIVALENCES

The equivalence of Test of English as a Foreign Language - Internet Based TOEFL (TOEFL-IBT) and Hacettepe University Proficiency and Exemption Exam given in Table 1 is valid. TOEFL ITP (Institutional Testing Program), TOEFL CBT (Computer Based Test) and TOEFL PBT (Paper Based Test) is not equivalent to the exam.

Table 1. Toefl Ibt Equivalence

Toefl Ibt	Hacettepe University Proficiency /Exemption Exam
120	100
119	99
118	98
117	97,5
116	97
115	96
114	95
113	94

112	93
111	92,5
110	92
109	91
108	90
107	89
106	88
105	87,5
104	87
103	86
102	85
101	84
100	83
99	82,5
98	82
97	81
96	80
95	79
94	78
93	77,5
92	77
91	76
90	75
89	74
88	73
87	72,5
86	72
85	71
84	70
83	69
82	68
81	67,5
80	67
79	66
78	65
77	64
76	63
75	62,5
74	62
73	61
72	60
71	59
70	58
69	57,5
68	57
67	56
66	55
65	54
64	53
63	52,5

62	52
61	51
60	50
59	49
58	48
57	47,5
56	47
55	46
54	45
53	44
52	43
51	42,5
50	42
49	41
48	40
47	39
46	38
45	37,5
44	37
43	36
42	35
41	34
40	33
39	32,5
38	32
37	31
36	30
35	29
34	28
33	27,5
32	27
31	26
30	25
29	24
28	23
27	22,5
26	22
25	21
24	20
23	19
22	18
21	17,5
20	17
19	16
18	15
17	14
16	13
15	12,5
14	12
13	11

12	10
11	9
10	8
9	7,5
8	7
7	6
6	5
5	4
4	3
3	2,5
2	2
1	1
0	0

The equivalence of International English Language Testing System (IELTS) and Hacettepe University Proficiency/ Exemption Exam given in Table 2 is valid.

Table 2. IELTS¹ Equivalence

IELTS	Hacettepe University Proficiency/ Exemption Exam
9	100
8,5	95
8	90
7,5	85
7	80
6,5	75
6	70
5,5	65
5	60
4,5	55
4	50
3,5	45
3	40

The equivalence of Cambridge Advanced English (CAE) and Hacettepe University Proficiency/ Exemption Exam given in Table 3 is valid.

¹ The results determined for the IELTS exam is the total test scores, not of a portion of the exam.

Table 3. Cambridge Advanced English (CAE) Equivalence

CAE	Hacettepe University Proficiency/ Exemption Exam
A	80
B	70
C	60

The equivalence of The Certificate of Proficiency in English (CPE) and Hacettepe University Proficiency/ Exemption Exam given in Table 4 is valid.

Table 4. The Certificate of Proficiency in English (CPE) Equivalence

CPE	Hacettepe University Proficiency/ Exemption Exam
A	100
B	90
C	80

The equivalence of Pearson Test of English Academic (PTE Academic) and Hacettepe University Proficiency/ Exemption Exam given in Table 5 is valid.

Table 5. The Certificate of Proficiency in English (CPE) Equivalence

PTE Academic	Hacettepe University Proficiency/ Exemption Exam
90	100
87	95
84	90
81	85
78	80
75	75
71	70

67	65
55	60
50	55
45	50
38	45
30	40

2. GERMAN LANGUAGE EXAM EQUIVALENCES

The equivalence of TELC Deutsch and Hacettepe University Proficiency/ Exemption Exam given in Table 6 is valid.

Table 6. TELC Deutsch Equivalence

TELC Deutsch	Hacettepe University Proficiency/ Exemption Exam
TELC Deutsch A1	20
TELC Deutsch A2	40
TELC Deutsch B1	65
TELC Deutsch B2	75
TELC Deutsch C1	85
TELC Deutsch C2	100

The equivalence of Goethe Institut and Hacettepe University Proficiency/ Exemption Exam given in Table 7 is valid.

Table 7. Goethe Institut Equivalence

GOETHE INSTITUT		
Goethe — Zertifikat A1	score interval	Hacettepe University Proficiency/ Exemption
Ausreichend	60-69	10
Befriedigend	70-79	15
Gut	80-89	20
Sehr Gut	90-100	25
Goethe Zertifikat A2	score interval	Hacettepe University Proficiency/ Exemption
Ausreichend	60-69	30

Befriedigend	70-79	35
Gut	80-89	40
Sehr Gut	90-100	45
Goethe — Zertifikat B1	score interval	Hacettepe University Proficiency/ Exemption
Ausreichend	60-69	50
Befriedigend	70-79	55
Gut	80-89	60
Sehr Gut	90-100	65
Goethe — Zertifikat B2	score interval	Hacettepe University Proficiency/ Exemption
Ausreichend	60-69	67,5
Befriedigend	70-79	70
Gut	80-89	72,5
Sehr Gut	90-100	75
Goethe - Zertifikat C1	score interval	Hacettepe University Proficiency/ Exemption
Ausreichend	60-69	76,5
Befriedigend -	70-79	77,5
Gut	80-89	82,5
Sehr Gut	90-100	85
Goethe—Zertifikat GroBes Deutsches Sprachdiplom C2	score interval	Hacettepe University Proficiency/ Exemption
Ausreichend	60-69	87,5
Befriedigend	70-79	90
Gut	80-89	95
Sehr Gut	90-100	100

The equivalence of TestDAF and Hacettepe University Proficiency/ Exemption Exam given in Table 8 is valid.

Table 8. TestDAF Equivalence

TestDAF	Level	Hacettepe University Proficiency/ Exemption
TDN	3	75
TDN	4	80
TDN	5	85

3. FRENCH LANGUAGE EXAM EQUIVALENCES

The equivalence of Diplôme D'études En Langue Française (DEL F), Diplôme Approfondi De Langue Française (DALF) and Hacettepe University Proficiency/ Exemption Exam given in Table 9 is valid.

Table 9. Diplôme D'études En Langue Française (DEL F) Diplôme Approfondi De Langue Française (DALF) Equivalence

DALF C2 (CEFR C2)	DALF C1 (CEFR C1)	DEL F B2 (CEFR B2)	Hacettepe University Proficiency/ Exemption Exams
100			100
98-99			99
95-97			98
93-95			97,5
90-92			97
85-89			96
80-84			95
75-79			94
70-74			93
65-69			92,5
60-64			92

55-59			91
50-54			90
	100		89
	98-99		88
	95-97		87,5
	90-94		87
	85-89		86
	80-84		85
	75-79		84
	70-74		83
	65-69		82,5
	60-64		82
	55-59		81
	50-54		80
		100	79
		98-99	78
		95-97	77,5
		92-94	77
		89-91	76
		86-88	75
		83-85	74
		80-82	73
		77-79	72,5
		74-76	72
		71-73	71
		68-70	70
		65-67	69
		62-64	68

		59-61	67,5
		56-58	67
		53-55	66
		50-52	65

The equivalence of Baccalauréat² and Hacettepe University Proficiency/ Exemption Exam given in Table 10 is valid.

Table 10. Baccalauréat Equivalence

BACCALAURÉAT							Hacettepe University Proficiency/ Exemption Exams
		-		-	-	20	100
		-	-	-	-	19	99
		-	-	-	18		94
		-	-	-	17		93
		-	-	16			89
		-	-	15			88
		-	14				84
		-	13				82
		-	12				80
		11					79
		10					78

² Baccalaureate diploma without the approval of the Ministry of Education does not have a valid equivalence.

The equivalence of Test de Français International (TFI) and Hacettepe University Proficiency/ Exemption Exam given in Table 11 is valid.

Table 11. Test de Français International (TFI) Equivalence

TFI	Hacettepe University Proficiency/ Exemption Exam
990	100
980-985	99
970-975	98
960-965	97
950-955	96
940-945	95
930-935	94
920-925	93
810-915	92
900-905	91
890-895	90
880-885	89
870-875	88
860-865	87
850-855	86
840-845	85
830-835	84
820-825	83
810-815	82
800 -805	81

790-795	80
780-785	79
770-775	78
760-765	77
750-755	76
740-745	75
730-735	74
720-725	73
710-715	72
695-705	71
680-690	70
665-675	69
650-660	68
635-645	67
620-630	66
605-615	65
595-600	64
585-590	63
575-580	62
656-570	61
555-560	60
545-550	59
535-540	58
520-530	57
510-515	56

500-505	55
490-495	54
480-485	53
470-475	52
460-465	51
450-455	50
440-445	49
430-435	48
420-425	47
410-415	46
400-405	45
390-395	44
380-385	43
370-375	42
360-365	41
350-355	40
340-345	39
330-335	38
320-325	37
310-315	36
300-305	35
290-295	34
280-285	33
270-275	32
260-265	31
250-255	30

240-245	29
230-235	28
220-225	27
210-215	26
200-205	25
190-195	24
180-185	23
170-175	22
160-165	21
150-155	20
140-145	19
130-135	18
120-125	17
110-115	16
95-105	15
85-90	14
75-80	13
65-70	12
55-60	11
50	10
45	9
40	8
35	7
30	6
25	5
20	3

15	2
10	1

4. ITALIAN LANGUAGE EXAM EQUIVALENCES

The equivalence of Certificato di Conoscenza della Lingua Italiana (CELI) and Hacettepe University Proficiency/ Exemption Exam given in Table 12 is valid.

Table 12. Certificato di Conoscenza della Lingua Italiana (CELI) Equivalence

CELI	Hacettepe University Proficiency/ Exemption Exam
CELI 3	60
CELI 4	80
CELI 5	100

5. SPANISH LANGUAGE EXAM EQUIVALENCES

The equivalence of Diplomas de Espanol como Lengua Extranjera (DELE) and Hacettepe University Proficiency/ Exemption Exam given in Table 13 is valid.

Table 13. Diplomas de Espanol como Lengua Extranjera (DELE) Equivalence

DELE	Hacettepe University Proficiency/ Exemption Exam
Diploma de Espanol (DELE) Nivel B2	60
Diploma de Espanol (DELE) Nivel C1	80
Diploma de Espanol (DELE) Nivel C2	100

6. RUSSIAN LANGUAGE EXAM EQUIVALENCES

The equivalence of Test of Russian as a Foreign Language (TORLF) and Hacettepe University Proficiency/ Exemption Exam given in Table 14 is valid.

Table 14. Test of Russian as a Foreign Language (TORLF) Equivalence

TORLF		Hacettepe University Proficiency/ Exemption Exam
Level 4	93-100	100
	84-92	95
	75-83	90

	66-74	85
Level 3	93-100	80
	84-92	75
	75-83	70
	66-74	65
Level 2	93-100	60
	84-92	55
	75-83	50
	66-74	45

7. INFORMATION CONCERNING the EQUIVALENCY TABLES

1. In order to be exempt from the preparatory class graduate students who will submit any of the documents relating to the above exams, from 100% foreign language programs (ING 150, DE 150), and from the language professions departments such as science or foreign language (ING 160, 160 and ALM 160 FRA) must get an equivalence of at least 65 points. Moreover, 30% foreign language programs (ING 140, DE 140, FRA. 140), scores of students who are subject to preparatory education must get an equivalence of at least 55 points.

2. The continuing foreign language program for graduate level, the scores required to be considered successful are determined by the institutions. The equivalence table should be viewed according to the rules of the institute declared.

3. Fractional notes lower than score 0.5 points are considered below the score, higher than 0.5 points or 0,5 are considered as next score.



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25.03.2015	14	2015-125

The decree of Institute Board of Directors dated 17.02.2015 and with number 01-15 of 2015 and University Education Commission about closing two courses and opening a new elective course as stated below in the postgraduate program of English Language and Literature in the Institute of Social Sciences and closing two courses and opening a new elective course as stated below in the doctorate program English Language and Literature in the Institute of Social Sciences from fall term 2015-2016 academic year was approved.

Master's program of English Language and Literature- suggested course

The code and name of the course	Status	T P C	ECTS
IED 646 Shakespeare Theatre	E	4 0 4	7,5

Master's program of English Language and Literature- courses suggested to be closed

The code and name of the course	<u>Status</u>	<u>T P C</u>	<u>ECTS</u>
IED 647 Comedies and Problem Plays of Shakespeare	<i>E</i>	<i>4 0 4</i>	<i>7,5</i>
IED 648 Tragedies and History Plays of Shakespeare	<i>E</i>	<i>4 0 4</i>	<i>7,5</i>

Doctorate's program of English Language and Literature- suggested course

The code and name of the course	Status	T P C	ECTS
IED 646 Shakespeare Theatre	E	4 0 4	10

Master's program of English Language and Literature- courses suggested to be closed

The code and name of the course	<u>Status</u>	<u>T P C</u>	<u>ECTS</u>
IED 647 Comedies and Problem Plays of Shakespeare	<i>E</i>	<i>4 0 4</i>	<i>10</i>
IED 648 Tragedies and History Plays of Shakespeare	<i>E</i>	<i>4 0 4</i>	<i>10</i>



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25.03.2015	14	2015-126

*The decree of Institute Board of Directors dated 23.01.2015 and with number 01 of 2015HSE and University Education Commission about opening interdisciplinary “**Department of Health Management In Disasters**” and transferring the **postgraduate program of Health Management In Disasters** from Public Health Department to Department of Health Management In Disasters was approved and **broaching to the Council of Higher Education** was decided.*



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25.03.2015	14	2015-127

'The principles and procedures for selecting representatives of Hacettepe University research assistants' was approved as in the attachment.

The Principles and Procedures for Selecting Representations of Hacettepe University Research Assistants

Article 1: The purpose of these Principles and Procedures is to determine the rules to be followed in the selection of research assistant representatives to ensure the representation of researchers working in Hacettepe University to relevant administrative units. All research assistants regardless of differences in position are subject to these rules and regulations.

Article 2: In these procedures and principles, these words refer to :

Representative of University: Research Assistant Representatives fulfilling the task of representation in Hacettepe University Senate and the Board of Directors elected by Faculty, Institute and Conservatory representatives

Representative of Faculty: representatives selected by the representatives of departments in a faculty who fulfill their mission in academic board and administrative board of the related faculty

Institute Representative: Research Institute Research Assistant representative elected by the representatives of all research institutes

Representative of Conservatory: Research Assistant Representative fulfilling the task of representation in Conservatory Board of Directors, and elected by all research assistants working in Ankara State Conservatory

Department / institute Representative: Research Assistant Representative elected by the entire research staff working in departments or institutes fulfilling the task of representation on the board of directors of departments and institutions and academic board

Article 3: Research assistants are represented by two university representatives, one of whom works on Sıhhiye Campus and the other on Beytepe Campus. University representatives are selected from Faculties, Institutes, and Conservatory. Representatives of faculties, institutes and conservatory vote in the elections. In the same election, a deputy is selected for each of the representatives with the votes of the Institute, Faculty and Conservatory representatives. If the representatives cannot attend the senate and Board of directors due to excuses, deputies attend instead of them. With the same principle, a deputy is selected in the election of other representatives mentioned above.

Article 4: The tenure of representatives is two years. Representatives of research assistants are determined only by election. In all representation elections, the person receiving the most number of votes is selected as the representative; the person receiving the second highest number of votes is elected as deputy. In the faculties consisting of two departments if

consensus cannot be achieved, representatives are elected with participation of all research assistants in related faculty.

At least 70% of the research assistants having voting rights are required in the first round of representative elections, while 60% of participation is compulsory in the second round of the elections. If the election doesn't finish in the first two rounds, participation is not compulsory in the next rounds.

Institute staff who are appointed in different divisions / departments of university (Example: the staff of the Institute of Chemistry, assigned to the Department of Science and Technology) vote in the departments they have been assigned.

In case of equality of votes in elections, the representative can be selected between equally rated research assistants. If the equality of votes isn't broken, there will be a draw among candidates.

If the election results cannot be obtained in a department for any reason, that department representatives would not be selected.

New representative instead of representatives dismissed for various reasons is selected within one week. The term of office of the newly elected representatives is limited to the time left for the leaving representative.

While faculty and equivalent units representatives meet at least once in two months, other representatives meet at least once each semester.

Temporary Article 1.

Elected representatives until one year before the principles and procedures' entering into force, representatives and assistants continue for two years more from the date of acceptance of rules and procedures.

Article 5 The Principles and Procedures enters into force on the date of approval by the Senate.

Article 6 The Rules and Procedures are executed by Hacettepe University Rector.



HACETTEPE UNIVERSITY

ANKARA

DECREES OF THE SENATE

<u>SESSION DATE</u>	<u>SESSION NUMBER</u>	<u>DECREE NUMBER</u>
25.03.2015	14	2015-128

Our Senate, regardless of the source and the reason condemns all acts of violence on our campus.

Our senate declares that by giving full support to the implementation of all measures by administrators of our university against all sorts of propaganda tools emitting action and ideas that promote violence, it is not allowed to keep cutter, hurtful and similar instruments, and it is a purposeful attitude towards disturbing the peace on our campus where peace should dominate that the people involved in the actions and activities of violence hide their identity within the boundaries of our university

Our Senate indicates that students' any kind of discriminatory behavior on the basis of hate, the presence of insult and other acts against each other will not be tolerated.

Within this framework, our Senate inviting all our students to common sense expect our students to be more sensitive and careful against provocative actions and statements and behave in a way to ensure peace and education freedom on the grounds of respect and tolerance towards each other.