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## BYLAW

From Nevşehir Hacı Bektaş Veli University:

### NEVŞEHİR HACI BEKTAŞ VELİ UNIVERSITY CAPPADOCIA GEOLOGICAL HERITAGE AND ROCK CARVED STRUCTURES APPLICATION AND RESEARCH CENTRAL REGULATION

#### FIRST PART

#### Purpose, Scope, Basis and Definitions

##### Purpose

**ARTICLE 1** - (1) The purpose of this Regulation is to regulate the principles and procedures regarding the purposes, fields of activity, administrative bodies, duties and working methods of the administrative bodies of the Nevşehir Hacı Bektaş Veli University Cappadocia Geological Heritage and Rock Carving Structures Application and Research Center.

##### Scope

**ARTICLE 2** - (1) This Regulation covers the provisions regarding the purposes, fields of activity, administrative bodies, duties and working methods of the Nevşehir Hacı Bektaş Veli University Cappadocia Geological Heritage and Rock Carving Structures Application and Research Center.

##### Basis

**ARTICLE 3** - (1) This Regulation has been prepared on the basis of sub-clause (2) of sub-clause (d) of the first paragraph of Article 7 and Article 14 of the Higher Education Law dated 4/11/1981 and numbered 2547.

##### Definitions

**ARTICLE 4** - (1) In this Regulation;

a) Advisory Board expresses Advisory Board of the Center,

- b) Center expresses Nevşehir Hacı Bektaş Veli University Cappadocia Geological Heritage and Rock Carving Structures Application and Research Center,
- c) Director expresses Director of the Center,
- ç) Rector expresses The Rector of Nevşehir Hacı Bektaş Veli University,
- d) University expresses Nevşehir Hacı Bektaş Veli University,
- e) Board of Directors expresses Center's Board of Directors.

## **SECOND PART**

### **Aims and Fields of Activity of the Center**

#### **Center objectives**

**ARTICLE 5 - (1)** The aims of the center are as follows:

- a) Providing technical support for the design and restoration works of the natural cold storage and rock carving hotels in the Cappadocia region,
- b) To support the conservation efforts of the natural, cultural and geological heritage of the Cappadocia region,
- c) To carry out scientific research and development activities on rock carvings and earth sciences,
- ç) To establish an infrastructure for undergraduate or graduate projects on rock carving structures and earth sciences,
- d) To cooperate with national and international institutions and organizations operating in earth sciences,
- e) To conduct courses, seminars, conferences, and similar activities,
- f) To carry out research and development studies related to the problems of public and private enterprises, to carry out all kinds of projects within the framework of public-university-industry cooperation in order to carry out scientific and technical activities,
- g) Publishing books, magazines, and bulletins in line with the aims of the center,
- ğ) To ensure the creation of a data bank for sectoral developments,
- h) To ensure the development of standards for the design of rock carving structures,
- ı) Trying to improve the knowledge and skills of technical staff in the sector,
- i) To continue international projects and patent studies,
- j) To ensure that new investment opportunities are created for sectoral organizations according to the results of R&D project studies,

k) To provide consultancy services in line with the aims of the center.

### **THIRD PART**

#### **Management Bodies of the Center and Their Duties**

##### **Governing bodies of the center**

**ARTICLE 7** - (1) The administrative bodies of the center are as follows:

- a) Director,
- b) Board of Directors,
- c) Advisory Board.

##### **Director**

**ARTICLE 8** - (1) Director is assigned by the Rector for a period of three years among the academics from the fields of geology and civil engineering related to the fields of activity of the Center at the university. The Director, whose term of office has expired, can be re-appointed. The Director is responsible to the Rector.

(2) A maximum of two persons are appointed as deputy directors by the Rector upon the recommendation of the director. In cases where the director is absent, one of the deputy directors acts as the director. The mandate cannot exceed six months. When the director's duty ends, the duties of the deputy directors also end.

##### **Duties of the director**

**ARTICLE 9** - (1) The duties of the director are as follows:

- a) To represent the center,
- b) To ensure the regular operation of the center and to take all necessary measures for this,
- c) To call the Board of Directors to the meeting, to prepare the meeting agenda and to chair the meetings,
- ç) To implement the decisions of the Board of Directors,
- d) To ensure coordination with other centers or institutions that the center will cooperate with,
- e) Preparing the work, goals and plans of the Center, taking the opinion of the Board of Directors, and submitting them to the Rector's approval,
- f) Carrying out the administrative affairs of the center, determining the personnel needs and submitting it to the Rectorate.

## **Board of Directors**

**ARTICLE 10** - (1) Board of Directors consists of a total of five members, including the director and assistant directors. Two members, other than the Director and the deputy directors, are appointed by the Rector for three years upon the proposal of the Director.

(2) The Board of Directors convenes at least twice a year upon the invitation of the Director and decisions are taken by majority vote. A new member is appointed by the Rector, upon the recommendation of the Director, to complete the remaining term in place of a member who resigned from office for any reason. In the presence of a deputy manager, the Board of Directors is completed by five persons upon the recommendation of the director and approval of the Rector.

(3) The Board of Directors is an auxiliary body to the Director in matters related to the management of the Center.

## **Duties of the Board of Directors**

**ARTICLE 11** - (1) The duties of the Board of Directors are as follows:

- a) To determine the principles that will enable the center to work in accordance with its purpose,
- b) To examine the applications of those who want to work in research and projects related to the fields of activity of the center and to decide on the forms of support for research and projects deemed appropriate,
- c) To determine the principles of researchers and copyrights related to research supported by the center in accordance with the provisions of the relevant legislation,
- ç) To decide on the assignments related to the activities of the center,
- d) To discuss and decide on the activity plans and programs of the Center prepared by the Director,
- e) To discuss and decide on the year-end activity report prepared by the director.

## **Advisory Board and its duties**

**ARTICLE 12** - (1) Advisory Board consists of a maximum of 6 people, who are appointed by the Rector for a period of three years, and a total of seven people, including the Director, the academic staff and members of the University related to the fields of activity of the Center, and the representatives of private or public institutions and organizations working in line with the aims of the Center, people who have services in this field, and the scientists and managers known for their expertise in other disciplines. Replacing the members who leave their duties before the expiry of their term, new ones are assigned in the same manner to complete the remaining period. The member whose term has expired can be reinstated.

(2) The Advisory Board convenes at least once a year upon the written invitation of the Director and takes advisory decisions. Absolute majority is required in the meetings. The Advisory Board is chaired by the Director.

(3) Advisory Board is a board that evaluates the activities of the center and delivers opinions in a consultative manner. Advisory Board provides consultancy to the Board of Directors regarding the activities of the Center, reviews the activities of the Center and makes the necessary recommendations on related issues, evaluates the annual activity report, work program and training activities, gives opinions about the work done and currently carried out, makes suggestions and evaluates the program for the next working year.

## **FOURTH PART**

### **Miscellaneous and Final Provisions**

#### **Working groups**

**ARTICLE 13** - (1) Working groups can be established with the approval of the Rector in order to carry out the works to be carried out within the center and to increase efficiency.

#### **Project principles**

**ARTICLE 14** - (1) In the preparation, examination, monitoring and decision making of research projects; The principles determined by the university are applied.

#### **Personnel need**

**ARTICLE 15** - (1) The academic, administrative and technical staff needs of the center are met by the staff to be assigned by the Rector upon the recommendation of the Director, according to the 13th article of the Law No. 2547.

#### **Spending authority**

**ARTICLE 16** - (1) The Rector is the spending authority of the Center. The Rector can delegate this authority to the Director.

#### **Services within the scope of circulating capital**

**ARTICLE 17** - (1) The provisions of the Nevşehir University Circulating Capital Management Regulation published in the Official Gazette dated 6/9/2009 and numbered 27341 and other relevant legislation provisions are applied in the services provided by the Center within the scope of circulating capital.

#### **Fixtures**

**ARTICLE 18** - (1) All kinds of tools, equipment and fixtures purchased within the scope of research supported by the Center are allocated to the use of the Center.

Situations where there is no provision in the regulation

**ARTICLE 19** - (1) Other legislative provisions or Senate decisions are applied in cases where there are no provisions in this Regulation.

**Force**

**ARTICLE 20** - (1) This Regulation enters into force on the date of its publication.

**Executive**

**ARTICLE 21** - (1) The provisions of this Regulation are executed by the Rector of Nevşehir Hacı Bektaş Veli University.