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**REGULATION on  
IMPLEMENTATION OF DEPARTMENTS OF MEDICO-SOCIAL, HEALTH  
CULTURE AND SPORTS ISSUES in HIGHER EDUCATION INSTITUTIONS**

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**FIRST PART**

**Establishment, Scope and Definitions**

**Establishment and Scope**

**ARTICLE 1.** This Regulation covers the general provisions regarding the organization, management, studies, authorities and responsibilities of the Medico-Social, Health, Culture and Sports Affairs Departments to be established in universities in accordance with the 46th and 47th articles of the Law numbered 2547 amended by the Law number 2880.

**ARTICLE 2.** Medico-Social Culture and Sports Affairs Department; It is a health institution for the whole segment of the university, a service unit that meets the social, cultural counseling and guidance and sports needs of students, as well as an application department where applications and researches are carried out in this field in order to support education and training.

**Definitions**

**ARTICLE 3.** In this Regulation following "expressions" are used:

- a) University Medico-Social Health, Culture and Sports Affairs Department "Department",
- b) All students and employees of the university, retirees and family members to whom the employees are liable to "Service Section",
- c) Personnel working at the university in accordance with the Higher Education Personnel Law and the Civil Servants Law, "university employees",
- d) University hospitals and other official health institutions "associated health institutions"

**SECOND PART**

**Purpose and Services**

**Purpose**

**ARTICLE 4.** The purpose of this Regulation is to protect the physical and mental health of the students, to treat or get sick people treated, to qualify their leisure time according to their accommodation, nutrition, work, rest and interests, to enable them gain new interests, improving their health and social status, and improving their abilities and personalities in a healthy way. to provide services that will enable them to develop, to train them as individuals who care about their mental and physical health, to gain regular and disciplined work, rest and entertainment habits.

University employees and retirees and their dependent family members also benefit from the health services of the department. The department also performs Department, at the same time, is a research and education institution that conducts research and application or has it done for the realization of this purpose.

## **Services**

**ARTICLE 5.** Department; performs the following basic and similar services within the budget possibilities in order to achieve its purpose:

Department:

- a) Carries out all kinds of health services, opens inpatient health centers,
- b) Organizes studies and shows in the fields of fine arts and sports,
- c) Provides services to help students in the fields of scholarships and loans, nutrition, accommodation, work, rest and leisure time, transportation and finding a job,
- d) Provides psychological counseling and guidance services, tries to resolve students' personal and family problems,
- e) Carries out research and applications in the fields of service or has them done and publishes what they deem necessary,
- f) Organizes in-service training programs in order to ensure the training and development of service professionals,
- g) It opens student canteens and restaurants, reading halls and student dormitories, provides meeting, cinema and theater halls, sports halls and fields, camping sites, establishes, rents, operates such and other similar facilities. For this purpose, it works in cooperation with other units of the university and institutions outside the university, and establishes revolving funds.

## **THIRD PART Organization and Duties**

### **Bodies**

**ARTICLE 6.** Bodies of the Department

- a) Board of Directors of the Department,
- b) Head of Department,
- c) Deputy Head of Department

### **Board of Directors**

**ARTICLE 7.** Department Board of Directors;

- a) A vice-rector to be appointed by the rector,
- b) Head of Department,
- c) Deputy Heads of Department.

The Vice Rector is the Chairman of the Board of Directors of the Department.

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

**ARTICLE 8. Department Board of Directors;**

- a) It examines the added and revolving fund budget draft of the department and submits it to the Rectorate with its suggestions.
- b) Examines the annual work program of the department and submits it to the Rectorate together with its recommendations.
- c) It examines the proposals about the division of labor and submits them to the Rectorate together with their suggestions.
- d) Discusses the changes required to be made in the Regulation and submits them to the Rectorate together with their reasons.

e) It makes suggestions to the Rector about the staff, tools and equipment needed by the department and other issues that concern its field of activity.

f) It gives its opinion on the works related to the services transferred to the Office by the Rector.

### **Head of Department and Duties**

**ARTICLE 9.** The Head of Department is appointed by the Rector by taking the opinion of the university administrative board. When the Head of Department is absent, one of the Deputy Head of Department stands for the HD.

a) Head of Department: He is the director and representative of the department. He has the authority to provide general management, supervision, division of labor, establishing a working order, training and in-service training over all officers working in the department. He uses his authority in accordance with the general management principles and the provisions of the regulation by being responsible to the Board of Directors and the Rectorate.

b) He is the accrual officer for the expenses related to the Department.

c) He prepares the draft annual added and revolving fund budget and work program of the department and submits it to the board of directors of the department.

d) Proposes to the Rector's Office, through the General Secretariat, that the persons to be assigned to the office are elected and appointed in accordance with the relevant laws and regulations.

e) He ensures that the services provided by the department are announced to all students by using appropriate tools and that the students can benefit from these services as much as possible.

A deputy may be appointed to the Head of Department to assist in his/her duties.

**ARTICLE 10.** The main services to be carried out in the Department are:

a) Health Services,

b) Psychological Counseling and Guidance Services,

c) Social Services,

d) Cultural Services,

e) Sports Services.

### **Health Services**

**ARTICLE 11** The following services are provided to carry out the physical and mental health services of the students in the department:

a) Issuing health certificates for all students and employees of the university, retirees and dependents of the employees,

b) To have all students in the university undergo a medical check-up every year as far as possible, and to record the findings on the health ticket,

c) To apply protective vaccinations to students when necessary,

d) To organize conferences for students and other university staff in order to protect their health, to increase their knowledge and to educate them, to show relevant films and to distribute brochures if necessary,

e) Examinations and outpatient treatments of students and other staff,

f) To make or have patients who require hospitalization and treatment to be sent to the relevant health institutions and all kinds of laboratory and radiological examinations,

**g)** To provide the students' needs for medicines, glasses, orthopedic devices to be determined by the physicians in charge within the budget possibilities,

**h)** To ensure payment of the institutions to the Department for the students whose treatment costs are covered by the Pension Fund and the Social Insurance Institution, as well as the expenses of glasses and orthopedic vehicles

**ARTICLE 12.** The referral documents and health records required for the applications of the university employees to the health department are arranged by the institutions they are affiliated with.

**ARTICLE 13** Except for emergency cases, examination and treatment of anyone from the section where the department provides service cannot be done in university hospitals or other public health institutions without referral of the department physicians during the working hours of the department.

### **Psychological Counseling and Guidance Services**

**ARTICLE 14.** As Psychological Counseling and Guidance Services, it provides counseling and guidance to students in solving their emotional, social, educational, issues, profession and job choices and carries out the following services to achieve this goal:

**a)** To provide introductory and enlightening information about the university, the rules and the immediate environment to new students, to make the student get used to the environment and the university,

**b)** To determine the problems of students and to cooperate with the relevant institutions for their solution,

**c)** To assist students who want to change their department to recognize their own interests and abilities and make appropriate choices,

**d)** To inform students about the profession they will have in the future and to inform them about job opportunities in the surrounding area. To assist graduates in finding a job by cooperating with private public institutions and to monitor the graduates who are placed in jobs as much as possible,

**e)** To provide individual or group counseling to students with emotional problems, according to their wishes and needs. Helping the individual to make important decisions, to get to know himself better, to establish more effective relationships with the people around him,

**f)** To provide foresight by the authorities in cases referred to students and to apply psychological tests to them when necessary. To send the student to the relevant service unit according to the result of the evaluation.

### **Social services**

**ARTICLE 15** The following services are offered as social services in the Department:

**a)** To provide the necessary services to meet the basic needs of students such as accommodation, nutrition, scholarships and loans, to ensure that the service is carried out better by cooperating with the institutions that provide these services, and to strive for the best service of dormitory canteens and cafeterias,

**b)** To open reading rooms that contain books and periodicals on various subjects, to help students acquire information according to their interests, to gain new interests and to encourage them to read and in their free time,

c) To establish recreational facilities or camp sites for the semester and summer holidays of students and employees, or to agree with organizations operating in this field to ensure that the service is provided.

d) To ensure that students and employees receive transportation services or to agree with organizations operating in this field, to ensure that the service is carried out in the best way,

e) To establish nurseries, kindergartens and similar units to assist the care and education of pre-school and school-age children of university employees during working hours and to ensure that the service is provided in the best way by cooperating with relevant organizations in this regard.

### **Cultural Services**

**ARTICLE 16.** The following services are carried out as cultural services in the department in order to enable students to spend their leisure time according to their interests, to gain the habit of recreation and entertainment with new interests, to follow the activities related to fine arts and to participate in these activities if they wish:

a) To open painting and photography exhibitions, to organize activities in the fields of art and culture such as concerts, conferences, theaters and similar activities, and to cooperate with organizations engaged in such activities to enable students to benefit from arts and cultural activities on a wider scale,

b) To create courses, study groups, choirs in the fields of painting, photography, handicrafts, folk dances, classical dance, music and similar activities in order for students to do artistic and cultural studies according to their interests and abilities in their spare time, To engage in activities such as shows, exhibitions and encounters or to participate in encounters.

### **Sports Services**

**ARTICLE 17.** The following services are carried out in order to protect and improve the physical health of students and employees, to give them the habit of working with discipline, to ensure that they are interested in sports, to direct their energy in this positive direction, to make use of their leisure time in the sports they are interested in:

a) To organize group studies and matches, establishing sports associations,

b) To disseminate the work in this field by cooperating with international and domestic organizations established for these purposes, to ensure that students represent the university to participate in competitions and matches.

c) To ensure that all sports, facilities and materials of universities are used from a single source, that the personnel work in a planned manner and are managed from a single center.

**Article 18** In order to provide health, psychological counseling and guidance, social, cultural and sports services, sufficient number of specialists and general practitioners, dentists, pharmacists, psychiatrists, clinical psychologists, consultant psychologists, social workers, child development specialists, dieticians, nurses, laboratory experts experts, officers and other servants are assigned.

**FOURTH PART**

**Executive**

**ARTICLE 19.** This Regulation, which is arranged in accordance with Article 65 of the Higher Education Law numbered 2547, enters into force on the date of publication.

**ARTICLE 20.** The provisions of this Regulation are executed by the President of the Higher Education Council.