
T.R.
NEVSEHIR HACI BEKTAŞ VELİ UNIVERSITY
DIRECTIVE *for* SOCIETY AND SCIENCE OFFICE

FIRST PART

Purpose, Scope, Basis and Definitions

Purpose

ARTICLE 1- (1) The purpose of this Directive is to regulate the procedures and principles regarding the organization, management and working style of Nevşehir Hacı Bektaş Veli University Society and Science Office, which was established under Nevşehir Hacı Bektaş Veli University.

Scope

ARTICLE 2- (1) This Directive covers the provisions regarding the organization, fields of activity, organs and duties of the Nevşehir Hacı Bektaş Veli University Office, which was established under Nevşehir Hacı Bektaş Veli University.

Basis

ARTICLE 3- (1) This Directive has been prepared based on the sub-clause (2) of the first paragraph of Article 7 of the Higher Education Law No. 2547 and the Article 14.

Definitions

ARTICLE 4- (1) In this Directive following definitions are used:

- a) Coordinator: Coordinator of the Society and Science Office,
- b) NEVÜ: Nevşehir Hacı Bektaş Veli University,
- c) Office: Nevşehir Hacı Bektaş Veli University Society and Science Office,
- ç) Office Advisory Board: Society and Science Office Advisory Board,
- d) Office Executive Board: Society and Science Office Executive Board,
- e) Rector: Rector of Nevşehir Hacı Bektaş Veli University,
- f) Senate: The Senate of Nevşehir Hacı Bektaş Veli University

SECOND PART

Purpose and Fields of Activity of the Office

The purpose of the office

ARTICLE 5- (1) The objectives of the Office are as follows:

- a) To carry out research to increase the level of scientific awareness in the society,
- b) To increase the interest of the society in scientific and technological issues,
- c) To endear science to society and to increase the use of science in daily life,
- ç) To carry out activities to encourage the development of scientific approach and research, creativity and analysis skills in every layer of society, starting from primary education,
- d) To strengthen the ties between society and science,
- e) To increase the activities of universities towards society and to encourage such activities,

f) To increase the research activities of science related to society and the interest of society in scientific research activities.

Office activities

ARTICLE 6- (1) The Office carries out the following activities in line with its purposes:

a) To organize courses, conferences, seminars, competitions, congresses and similar scientific events related to society and science at national and international level, and to give awards,

b) To design and implement on-site education, distance education, education at the University and similar activities in order to popularize science,

c) To organize activities involving touching science through the Cappadocia Technology Development Zone, Research Centers and Museum in order for the society to understand the development of science and its current position, and to design experiments and mechanisms to be used in these activities,

ç) To introduce the education, training, research, development and social opportunities of the University to the students and teachers of the schools in the province and the region,

d) Supporting the activities of university members that will create social benefit and awareness on the subjects they research,

e) To create suitable opportunities for students to increase their experience in scientific subjects,

f) To carry out other works in accordance with the Office purposes requested by the authorized committees,

g) Supporting university students' social and scientific activities in line with the Office's purposes when necessary,

ğ) To cooperate and collaborate with similar units of other universities.

THIRD PART

Governing Bodies and Duties of the Office

Bodies of the office

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

a) Office coordinator,

b) Office Board of Directors,

c) Office Advisory Board.

Office Coordinator and Deputy Coordinator

ARTICLE 8- (1) Office Coordinator; He is appointed by the Rector from among the faculty members at NEVÜ for a period of 3 (three) years. The Office Coordinator whose term of office has expired can be reassigned. In the office; At NEVÜ, 1 (one) or 2 (two) experts from the academic staff are appointed by the Rector as Deputy Coordinator upon the recommendation of the Coordinator. When the term of the coordinator ends, the terms of the assistants also expire. When the Office Coordinator is not on duty, one of the Deputy Coordinators deputizes. If the mandate lasts for more than 6 (six) months, a new Office Coordinator is appointed.

Duties of the Office coordinator

ARTICLE 9- (1) The duties of the office coordinator are as follows:

- a) To represent the Central and to preside over the Board of Directors,
- b) To implement the decisions of the Board of Directors,
- c) To carry out the administrative works of the office, to ensure the necessary coordination and control,
- ç) To prepare the annual activity report for the previous year and present it to the Board of Directors.

Office board

ARTICLE 10- (1) The Office Executive Board consists of 9 (nine) members from among the academic and administrative staff of the Faculties, Schools, Vocational Schools and Rectorate at NEVÜ to be assigned by the Office Coordinator and the Rector. The term of office of the Board of Directors is 3 (three) years. A member whose term has expired can be reassigned. A new member of the Office Board of Directors, who resigns for any reason, is appointed from the same unit and with the same method to complete the remaining term. Decisions are taken by majority vote.

Duties of the office board

ARTICLE 11- (1) The duties of the Office Executive Board are as follows:

- a) To review the research and implementation activities of the Office and to take decisions on matters concerning the Office's working area,
- b) To determine the principles regarding the preparation of the activity report to be prepared by the office coordinator at the end of each activity period; to evaluate the submitted report,
- c) To prepare the work program for the next period, to determine the principles of cooperation with domestic and foreign institutions,
- ç) To meet every month upon the invitation of the office coordinator, and more frequently when the job necessitates it.

Office Advisory Board

ARTICLE 12- (1) Office Advisory Board consists of at least 11 (eleven) and at most 15 (fifteen) members from among the academic and administrative staff of the Faculties, Schools, Vocational Schools and Rectorate at NEVÜ to be assigned by the Office Coordinator and the Rector. . The term of office of the Board is 3 (three) years. A member whose term has expired can be reassigned. A new member from the same unit and with the same method is appointed to complete the remaining term in place of the member of the Board who resigns for any reason. Decisions are taken by majority vote.

(2) The Advisory Board evaluates the work of the Office and informs the Board of Directors of its opinions and suggestions on new works.

CHAPTER FOUR
Miscellaneous and Final Provisions

Personnel needs

ARTICLE 13- (1) The academic, technical and administrative personnel needs of the office are met by the personnel to be appointed by the Rector in accordance with Article 13 of the Law No. 2547.

Authorising Officer

ARTICLE 14- (1) The head of the office is the Rector.

Force

ARTICLE 15- (1) This Directive enters into force on the date of its publication in the Official Gazette.

Executive

ARTICLE 16- (1) The provisions of this Directive are executed by the Rector.

Senate Decision Date and Number where the Directive is Adopted:	
Date: 16.09.2021	Number: 2021.31.199.