

FENERBAHÇE UNIVERSITY

**EUROPEAN STUDIES APPLICATION AND RESEARCH CENTER
REGULATION**

PART ONE

Purpose, Scope, Basis, Definitions

Purpose

ARTICLE 1 – (1) Purpose of this Regulation is to set forth the principles and procedures related to objectives, fields of activity, governing bodies, duties of governing bodies and mode of functioning of Fenerbahçe University European Studies Application and Research Center.

Scope

ARTICLE 2 – (1) This Regulation covers the provisions related to objectives, fields of activity, governing bodies, duties and responsibilities of Fenerbahçe University European Studies Application and Research Center.

Basis

ARTICLE 3 - (1) This Regulation has been prepared based on the sub-paragraph (2) of the first paragraph of Article 7 (d) and Article 14 of the Higher Education Law No. 2547 and dated 4/11/1981.

Definitions

ARTICLE 4 – (1) Within the framework of this Regulation; the following terms included in this Regulation shall bear the following meanings;

- a) Advisory Board: Advisory Board of the Center,
- b) Head office: Fenerbahçe University European Studies Application and Research Center,
- c) Director: Director of the Center,
- ç) Board of Overseers: Board of Overseers of Fenerbahçe University,
- d) Rector: Rector of Fenerbahçe University,
- e) University: Fenerbahçe University,
- f) Board of Trustees: The Board of Trustees of the Center.

PART TWO

Purposes and Fields of Activity of the Center

Purposes of the Center

ARTICLE 5 – (1) The purposes of the Center are as follows:

a) Examining the social, economic, cultural and political structures and processes of European integration in depth in terms of their historical, social and spatial characteristics; closely monitoring European countries and contributing to the political, economic, legal, scientific and socio-cultural harmony, planning and integration studies of Turkey and Europe through research, education, international cooperation and other activities.

b) Carrying out studies in cooperation and coordination with the relevant undergraduate and graduate programs of the University on European studies.

Fields of activity of the center

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umbered 31033**

ARTICLE 6- (1) The fields of activity of the Center are as follows:

a) Advising on the resources and methods used in social, cultural, economic and historical research at city and regional scale on the European region and its environment.

b) Conducting research, examination, development and application and supporting the studies in this field by communicating effectively with the relevant institutions, organizations and people.

c) Monitoring the decisions and reports of the European Union, the Council of Europe, the United Nations and the OSCE on the subjects specified in the Center's objectives, designing, developing and implementing public opinion surveys, surveys, statistical and field studies.

ç) Collaborating with national and international official and private institutions and organizations operating in the fields of interest of the Center in line with the purpose of the Center, organizing joint researches and studies, to prepare implementation and research projects, creating resources for these projects, implementing the projects and/or following up the implementation and creating temporary or continuous working groups and commissions for this purpose when necessary.

d) Performing publications at home and abroad in accordance with the purpose of establishment of the Center, supporting publications made for this purpose, developing joint projects with international, national and local institutions and organizations in line with the purpose and providing financial support from domestic and foreign sources in order to contribute to these projects.

e) Creating an archive of undergraduate, graduate and doctorate theses related to the purpose of establishment; also establishing a library and documentation center.

f) Collaborating with the institutes and centers of the University to encourage master and doctorate studies on the subjects of interest of the Center and opening a program.

g) Organizing congresses, conferences, seminars, symposiums, workshops and panels at national and international level.

ğ) Organizing national and international summer schools, courses and certified education programs for European studies.

h) Organizing award-winning competitions for the development and progress of European studies and applications; carrying out studies that enable the participation of university units in EU support programs that are among the objectives of the Center.

ı) Preparing reports, provide advisory and expertise services upon the request of domestic and overseas organizations and real persons in accordance with the purpose of the establishment.

i) Accepting researchers to work on the subjects of interest of the Center from domestic and international countries.

j) Undertaking research and implementation projects supported by public, local and non-governmental organizations at home and abroad in accordance with the purpose of establishment of the Center, participating in research projects jointly with these organizations and cooperating with them

k) Carrying out other works in accordance with the establishment purpose of the center.

PART THREE

Management Bodies and Duties of the Center

Management bodies of the center

ARTICLE 7 - (1) The management bodies of the Center are as follows:

a) Director.

b) Board of Trustees:

c) Advisory Board:

Director

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umbered 31033**

ARTICLE 8- (1) The Director shall be appointed by the Rector from among the full-time faculty members of the University working on the subjects related to the working area of the Center for a period of three years. The Director whose term of office is expired may be reassigned. In cases where the Director is not in charge for more than six months, his/her duty shall end.

(2) A Deputy Director is appointed by the Rector upon the proposal of the Director to assist the Director in its work. When the director's duty ends, the assistant's duty ends.

(3) When the Director is not in office, the Deputy Director acts as a proxy to the Director.

Duties of the director

ARTICLE 9-(1) The duties of the Director shall be:

- a) Chairing the central representation and the Board of Trustees.
- b) Co-ordinating the preparation of strategic plans and activity plans.
- c) Implementing the decisions of the Board of Trustees within the framework of the relevant legislation.
- ç) Carrying out the administrative works of the Center, providing the necessary coordination and supervision, making correspondence.
- d) Submitting the annual activity report prepared by the Board of Trustees to the Rectorate.

Board of Trustees

ARTICLE 10- (1) The Board of Trustees shall consist of a total of five members, four of whom shall be appointed by the Rector for three years from among the faculty members of the University and four of whom shall be the Director. The member whose term of office is expired may be reassigned. A new member shall be appointed to complete the remaining period in place of the member leaving the post before the end of the term of office. The Board of Trustees shall convene with the absolute majority of its members at least every three months upon the call of the Director and the decisions shall be adopted with majority of votes. In case votes are equal, the vote of the president shall be deemed to have been taken by a majority.

Duties of the Board of Trustees

ARTICLE 11 - (1) The duties of the Board of Trustees shall be:

- a) Preparing and conducting the work program of the Center.
- b) Preparing the annual activity report of the Center.
- c) Selecting the instructors to be assigned to the scientific working groups to be established within the center and submitting them to the approval of the Rector for their assignment.
- ç) Evaluating research and application projects, courses and similar training proposals with the contributions of scientific working committees and determining the persons, organizations and University units to be assigned.
- d) Determining the principles of cooperation with non-university national and international institutions and organizations, preparing draft protocols and submitting them to the Rectorate.
- e) Selecting the administrative and technical personnel to be assigned in the center and submitting them to the approval of the Rector.

Advisory Board

ARTICLE 12 - (1) The Advisory Board shall consist of a maximum of five members appointed by the Rector among the persons proposed by the Director from inside or outside the University.

(2) The members of the Advisory Board shall be appointed for a period of three years and the member (s) whose duties have ended may be re-appointed in accordance with the same procedure.

(3) The Advisory Board convenes at least once a year upon the call of the director. When deemed necessary, they can meet extraordinarily at the invitation of the director.

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Duties of the Advisory Committee

ARTICLE 13 - (1) The duties of the Advisory Board shall be:

- a) Supporting the Director and the Board of Trustees in the preparation of the strategic plan.

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- b) Facilitating the national and international connections of the Center and ensuring collaboration.
- c) Meeting at least once every six months upon the call of the Director and under the presidency of the Director, making evaluations and suggestions related to the works of the Center.

**PART FOUR
Miscellaneous and Final Provisions**

Staff Requirement

ARTICLE 14 - (1) The academic, technical and administrative staff requirement of the Center shall be met by the staff to be appointed by the Rector upon the proposal of the Board of Trustees in accordance with Article 13 of the Law No. 2547.

Equipment and Fixtures

ARTICLE 15- (1) All kinds of tools, equipment and fixtures purchased within the scope of the researches supported by the Center are primarily allocated to the use of the services of the Center.

The conditions not covered hereunder

ARTICLE 16- (1) In cases where there is no provision in this Regulation; provisions of other relevant legislation and decisions of Board of Trustees and University Board of Trustees shall be applied.

Effectiveness

ARTICLE 17 – (1) This Regulation shall enter into force on the date of its release.

Enforcement

ARTICLE 19. (1) This Regulation shall be enforced by the Rector of Fenerbahçe University.