

**DIRECTIVE OF FENERBAHÇE
UNIVERSITY STUDENT
COUNCIL**

PART ONE

Purpose, Scope, Basis and Definitions

Purpose

ARTICLE 1 – (1) Purpose of this Directive is to observe the rights of students enrolled in associate degree and undergraduate programs of Fenerbahçe University in meeting and developing their educational, health, sports and cultural needs, to ensure that they are sensitive in terms of national interests, to communicate the expectations and wishes of students to management units by establishing effective communication between university management units and students and to regulate the principles of establishment and study of the Student Council established to ensure participation of students in decisions in education-teaching processes.

Scope

ARTICLE 2 - (1) This Directive covers the provisions related to the establishment, duties, powers and working principles of the Student Council to be established with the authority to represent associate and undergraduate students of Fenerbahçe University.

Basis

ARTICLE 3 – (1) This Directive has been prepared on the basis of the Higher Education Institutions Student Councils and Higher Education Institutions National Student Council Regulation, which was published in the Official Gazette dated 13.06.2020 and numbered 31154.

Definitions

ARTICLE 4 - (1) The following terms used in this directive shall bear the following meanings;

- a) Academic staff: Academic staff of Fenerbahçe University,
- b) Department/program/department/art major student representative: The student selected by Fenerbahçe University to represent the students of each department/program/department/art major in the faculty, college, conservatory or vocational colleges among themselves in the student council,
- c) Faculty/school/conservatory/vocational school student representative: The student selected by the department/ program/department/art major student representatives from the faculty, college, conservatory or vocational colleges of Fenerbahçe University to represent the students of the faculty, college, conservatory or vocational college they are in on the student council,

- ç) Administrative personnel: Administrative personnel of Fenerbahçe University,
- d) Student council: The student council established by the students of Fenerbahçe University by democratic procedures,
- e) Student council president: President of the student council and student council board of Fenerbahçe University,
- f) Student council supervisory board: Supervisory body of Fenerbahçe University's student council,
- g) Student council general assembly: Board consisting of faculty/school /conservatory/ vocational school student representatives and department/program/department/art major student representatives of Fenerbahçe University,
- ğ) Student council board: Board consisting of faculty/school/conservatory/vocational school student representatives of Fenerbahçe University,
- h) Rector: Rector of Fenerbahçe University,
- ı) Director of Health, Culture and Sport: Director of Health, Culture and Sport, Fenerbahçe University,
- ı) Selection board: The board to be established by the Rector of Fenerbahçe University under the presidency of the Director of Health, Culture and Sport,
- j) University: Fenerbahçe University.

PART TWO

Student Representatives and Student Council

General Principles Regarding Selections

ARTICLE 5 - (1) Selections for the appointment of student council members and the formation of bodies shall be held by secret ballot in November under the responsibility of the Director of Health, Culture and Sport according to the calendar prepared and announced by the rectorate.

(2) Elections to be made for the formation of student council members and bodies can be made by establishing a ballot box or electronically with the support of the University's information processing system depending on the procedures and principles to be determined by the University Board of Trustees.

(3) In department, program, department, major art department student representative elections; election calendar, voter lists and candidate lists are announced by Rectorship at least 10 (ten) days before the election date. However, in the elections of faculty, college, conservatory, vocational college student representatives; candidate lists are announced by the Rectorate at least 2 (two) days before the election date.

(4) If results cannot be obtained in a unit for any reason during this period and in the elections made within the program, the representative is not selected in that unit.

(5) In department, program, department, major art department student representative elections; students who will be candidates for student representative offices, at least 20 (twenty) days before the election date

However, in the elections of faculty, college, conservatory, vocational college student representatives; students who will be candidates for student representatives report their candidacy to the Health, Culture and Sports Directorate in writing or online through the student operating system (OIS) at least 2 (two) days before the election date.

- (6) Students who meet the conditions for candidacy are announced on the date specified in the election calendar.
- (7) Candidate students may conduct election campaigns until the end of working hours on the day before the date of elections. Candidates must obtain prior approval from the election board for any materials they may use in the election campaign.
- (8) The results of the elections made and completed according to the election calendar are presented collectively to the Rectorate by the Director of Health, Culture and Sport and announced at the University.
- (9) If there are 30 students enrolled in the department/program/department/art major closed by the university, these units are included in the selection.

Election Board

ARTICLE 6 – (1) An election board consisting of at least 5 academic and administrative staff under the presidency and responsibility of the Director of Health, Culture and Sport shall be established by the rector to plan and conduct student council elections.

- (2) The secretariat of the election board is carried out by the Director of Health, Culture and Sport.
- (3) Duties and powers of election board;
 - a) Determination of the election calendar.
 - b) Review of candidacy applications. Evaluation of whether the applicants have the candidacy requirements in Article 7 and acceptance and announcement of the final candidate list as a result of this evaluation.
 - c) Notification of the reasoned rejection decision to the students whose candidacy is not accepted.
 - ç) Planning the necessary number of academic and administrative staff during the election process.
 - d) Examination and settling of the objections related to the election.
 - e) Ensuring that the materials to be used in elections (election ballot box - ballot paper – election result report) are provided.
 - f) Taking the necessary measures to ensure that the elections are held regularly and safely.
 - g) Determining and supervising whether the campaigns to be conducted by the candidates within the specified periods are in accordance with the procedure.
 - ğ) Conducting, finalizing and announcing the elections at the University.

Qualifications for Candidates

ARTICLE 7 - (1) Students who will be candidates for student representations must;

- a) be a student enrolled in at least the second grade of the relevant faculty, college, conservatory or vocational college,
- b) not be members or officials in political party bodies,
- c) not have any criminal record due to disgraceful crimes,

- ç) not have received any disciplinary penalty other than warning penalty,
- d) Failure to freeze registration during the election period,
- e) General grade point average is 2.75 out of 4 and above,
- f) Not exceeding the normal education period,
- g) Not belonging to or affiliated with terrorist organizations or having no connection with them,
- ğ) The conditions of students enrolled in double major and minor programs not being candidates in these programs are sought.

Department, Program, Department, Art Major Student Representative Election

ARTICLE 8 - (1) The student representative of the department/program/department/art major shall be selected by the students of the department/program/major/art major, among themselves, with the majority of the participants in the selection for a one-off period of two years.

(2) Preparatory students may not be candidate for elections. However, they can vote in their own department/programs registered at the University.

(3) In the event that the student representative of the department/program/department/art major forfeits his/her qualifications or his/her duty ends before the end of the term for any reason, a new representative shall be elected in the same procedure within one month in the relevant department/program/art major.

Duties of Department, Program, Art Major Student Representative

ARTICLE 9 – (1) The duties of the student representative of the department/program/department/art major shall be:

- a) Carrying out student council studies in the department/program/department/art major he/she represents.
- b) Announcing the decisions taken by student council bodies in the unit they represent and monitoring their implementation.
- c) Identifying student problems in the department/program/department/art major he/she represents and communicating them to the relevant governing bodies of the student council and higher education institution for their solution.
- ç) Coordinating student activities in the department/program/department/art major he/she represents.
- d) Representing students of their own department/program/major/art major in student activities.
- e) Improving communication between students in the department/program/department/art major he/she represents and the governing bodies of these units.
- f) Participating in the academic meetings of the department/program/department/art major represented during the discussion of the subjects related to the students.
- g) Preparing reports and creating archives related to his/her works.

Faculty, College, Conservatory, Vocational High School Student Representative Election

ARTICLE 10 - (1) The student representative of the faculty/school/conservatory/vocational school shall be elected by the department/program/department/art major student representatives of the University among themselves, with the majority of the participants in the selection and for two years. The student representative of the department/program/department/art major existing in the faculty/college/conservatory or vocational colleges with only one department/program/department/art major shall act as the representative of the faculty/college/conservatory or vocational college in question.

(2) In the event that the student representative of the faculty/school/conservatory/vocational school forfeits his/her qualifications or leaves his/her duty before the end of the term for any reason, a new representative shall be elected in the same procedure within 15 (fifteen) days in the relevant faculty, school, conservatory or vocational school of the higher education institution to complete the remaining period.

Duties of Faculty, College, Conservatory, Vocational High School Student Representative

ARTICLE 11 – (1) The duties of the faculty/school/conservatory/vocational school student representative shall be:

- a) Carrying out student council studies in the faculties, colleges, conservatories or vocational colleges represented.
- b) Announcing the decisions taken by student council bodies in the faculty, college, conservatory or vocational college represented and monitoring their implementation.
- c) Identifying student problems of the faculty, college, conservatory or vocational college he/she represents and communicating them to the relevant governing bodies of the student council and higher education institution for their solution.
- ç) Representing the students of the faculty, college, conservatory or vocational college in student activities.
- d) Coordinating student activities in the faculties, colleges, conservatories or vocational colleges represented.
- e) Participating in the meetings of the board of trustees and the academic board of the faculty, college, conservatory or vocational college represented during the discussion of the subjects related to the students.
- f) Carrying out studies to improve communication between students of the department/program/department/art major.

Student Council President

ARTICLE 12 – (1) The student council shall be presided by the student representative of the unit determined according to the alphabetical order of the faculty/school/ conservatory names of the University. Alphabetical sequence starts with "A" letter. If a faculty/school/conservatory is opened in the University after the election date, the newly opened units are added to the end of the list according to the opening dates.

(2) In the event that the President of the Council forfeits the qualifications listed in Article 7 or leaves his/her duty before the end of the term for any reason, he/she shall be the candidate who receives the most votes in the faculty/school/conservatory student representation election represented by the President to complete the remaining period.

Duties of Student Council President

ARTICLE 13- (1) The duties of the student council president shall be:

- a) Representing students of their higher education institution in national and international student activities.
- b) Determining the agenda of student council general assembly and student council board meetings and chair these meetings.
- c) Ensuring that the decisions taken by the student council general assembly and student council board are announced and monitoring their implementation.
- ç) Submitting the annual activity report to the next student council general assembly at the end of the term of office.
- d) Participating in senate and board meetings without voting right when discussing issues related to students.

Student Council General Assembly

ARTICLE 14 – (1) The student council general assembly shall consist of the faculty, college, conservatory, vocational college representatives of the University and the student representatives of the department/program/department/art major and the student representative with disabilities. Student council is the highest decision making body.

(2) The general assembly of the student council holds its ordinary meeting at least twice a year. Student council is gathered with the simple majority of the members.

(3) The agenda of the student council general assembly shall be notified to the members in writing by the student council president at least 15 (fifteen) days before the date of the meeting. If the quorum of the meeting specified in this Regulation cannot be met upon the announcement, the announcement process is repeated in the same way.

(4) In the general assembly of the student council, the members of the Board of Trustees and supervisory board are elected with the absolute majority of those attending the meeting. These elections are held by secret ballot and open counting. Decisions other than these are taken with absolute majority of the participants and open vote.

(5)The student council general assembly may be called to an extraordinary meeting by the board of trustees upon the decision of the student council board of trustees or upon the written application of 1/4 of the general assembly members. In such cases, the general assembly meeting shall be held within 15 (fifteen) days at the latest from the date of the meeting call. The student council board determines and executes the extraordinary general assembly meetings and agenda of the student council.

Duties of Student Council General Assembly

ARTICLE 15 – (1) The duties of the student council general assembly shall be:

- a) Appointing the student council president according to the procedure in Article 12.
- b) Selecting student council board members.

- c) Selecting student council supervisory board members.
- ç) Making decisions about the problems of the student council and the students of the higher education institution to which it is affiliated and to forward the decisions taken to the rectorate.
- d) Determining the term goals of the student council.

Student Council Board

ARTICLE 16 - (1) The student council's board of trustees shall consist of eight student and student council chairmen, one of whom shall be the Deputy Rector to be elected by the student council members, among themselves, by a simple majority of the participants in the election and for two years. The student council board is responsible to the student council general assembly.

(2) Student council board convenes quarterly under the management of the deputy president in the absence of the president. The agenda, place and date of the meeting of the Board shall be announced to the members of the Board of Trustees by the President at least seven days in advance. The Board is gathered with the absolute majority of the member full number and the decisions are taken with the absolute majority of those present at the meeting. In case of equal votes, the side of President shall be deemed majority.

Duties of Student Council Board

ARTICLE 17 – (1) The duties of the student council board shall be:

- a) Distributing the division of labor and duties among the members of his/her work.
- b) Ensuring implementation of decisions taken by student council general assembly.
- c) Identifying the problems of students in higher education institution and communicating their opinions and thoughts to the relevant governing bodies of higher education institution.
- ç) Developing social sensitivity projects by cooperating with non-governmental organizations and to encourage student participation in these projects within the higher education institution.
- d) Carrying out studies for student participation in national and international education and youth programs.
- e) Developing relations with national and international student associations and organizations.
- f) Creating working groups in the fields of food, transportation, housing, cafeteria, club, scholarship, education, art, culture and sports and ensuring their functioning.
- g) Informing student council members about their work.
- ğ) Announcing and monitoring the decisions of the national student council in the higher education institution to which it is affiliated.
- h) Preparing the reports of the works carried out and creating an archive.
- i)

Student Council Supervisory Board

ARTICLE 18 - (1) The student council's supervisory board shall consist of a president and four members to be elected by the student council members, except those elected to the board of trustees, among themselves, by a simple majority of the participants in the election and for two years.

Roles of Student Council Supervisory Board

ARTICLE 19 – (1) The duties of the student council supervisory board shall be:

- a) Supervising whether the student council board works in accordance with the provisions of this Regulation, the guidelines to be prepared by the relevant higher education institution and the student council general assembly decisions.
- b) Informing the rectorate of the relevant higher education institution and the student council general assembly about their work.

PART THREE AND MISCELLANEOUS AND FINAL PROVISIONS

Responsibility of Student Representatives

ARTICLE 20 - (1) Student representatives are obliged to carry out all kinds of activities in accordance with the laws and University regulations and Senate decisions.

(2) Student councils and student representatives may not engage in any activity that is considered as a disciplinary crime and requires disciplinary punishment in Higher Education Institutions Student Discipline Regulation.

Expiry of the Student Representation

ARTICLE 21 – (1) The student representation, membership and all related duties of the representatives of the Student Council who have been deregistered from the University due to graduation or other reasons or whose disciplinary decision has been finalized except for the warning penalty according to the Higher Education Institutions Student Discipline Regulation shall automatically terminate.

University Contribution

ARTICLE 22 - (1) The University shall allocate an appropriate room to the student council for the purpose of performing its duties set forth in the directive. It provides the necessary tools and equipment for the work of the Council.

(2) Student council works and activities (project, trip, food organization, meeting, etc.) Approval is obtained through the Director of Health, Culture and Sport.

(3) The student council board prepares the annual budget. Once adopted by the student council, the budget enters into force with the appropriate opinion of the Directorate of Health, Culture and Sport and the approval of the General Secretariat. At the end of the study period, the board of trustees presents the budget at the end of the semester first to the student council and then to the Director of Health, Culture and Sport.

(4) The student council president has the authority to spend from the budget. Expenditures are made for the purposes specified in the budget and within the budget limits. All kinds of expense documents and transactions have the signature of the president. In case of spending outside the purpose and limits of the budget, the president making the expenditure is financially and penally responsible and legal action is taken against him/her. Students may not be charged any fee under the name of dues or other name for the council.

(5) The University allocates funding for student council expenditures.

Effectiveness

ARTICLE 23 – (1) This Directive shall become effective on the date of acceptance by the Senate of the University.

Enforcement

ARTICLE 24- (1) The provisions of this directive shall be enforced by the Rector.