

MIDWIFERY DEPARTMENT COMMISSIONS 29 SEPTEMBER 2025 - 28 SEPTEMBER 2026

Exemption and Adaptation Commission	<p>Chair: Assoc. Prof. Dr. Reyhan Aydın Doğan Member: Assist. Prof. Dr. Ayşe Çuvadar Member: Assist. Prof. Dr. Sebahat Hüseyinoğlu Member: Assist. Prof. Dr. Merve Afacan Satioğlu Research Assistant Kübra Nur Kılıç (Entering results into the system) Research Assistant Begüm Can (Entering results into the system)</p>	<p>1. During horizontal and vertical transfer procedures, the courses taken by students in the departments they will be transferring to will be evaluated within the curriculum. Consultation with the relevant department faculty members will be sought for course exemptions, and exemptions will be granted. 2. For horizontal and vertical transfer procedures, the transfer process will be completed in collaboration with the Student Affairs Office and submitted to the department head.</p> <p>NOTE: The committee's meeting date will be determined on the academic calendar announced each year.</p>
Horizontal Vertical Transfer Commission	<p>Chair: Assoc. Prof. Dr. Reyhan Aydın Doğan Member: Assist. Prof. Dr. Merve Afacan Satioğlu Alternates 1. Assoc. Prof. Dr. Zühal Çamur Demir 2. Assist. Prof. Dr. Sebahat Hüseyinoğlu 3. Assist. Prof. Dr. Ayşe Çuvadar 4. Assist. Prof. Dr. Yılmaz Altuner 5. Assist. Prof. Dr. Merve Akıncı</p>	<p>1. Review of application documents for horizontal and vertical transfers to the midwifery department in collaboration with the Student Affairs Office.</p> <p>NOTE: The committee's meeting date will be determined on the academic calendar announced each year.</p>
Quality and Accreditation Commission	<p>Chair: Assoc. Prof. Dr. Reyhan Aydın Doğan Member: Prof. Dr. Raziye Özdemir</p> <p>Member: Assist. Prof. Dr. Ayşe Çuvadar Member: Assist. Prof. Dr. Sebahat Hüseyinoğlu Member: Assist. Prof. Dr. Merve Akıncı Member: Assist. Prof. Dr. Merve Afacan Satioğlu</p>	<p>1. To carry out all efforts to improve program quality and certify its level of quality, in line with the strategic plan and objectives of the university and faculty.</p> <p>2. To work in coordination with the Karabük University Quality Commission, the Karabük University Faculty of Health Sciences Accreditation Commission, and the Health Sciences Education Programs Evaluation and Accreditation Associations, and to carry out work in accordance with the procedures and principles determined by the Commission.</p>

		3. The Accreditation Commission is obliged to prepare its report for the previous year and submit it to the Faculty Commission by the end of January of the following year.
Career Commission	Chair: Assoc. Prof. Dr. Reyhan Aydın Doğan Member: Assoc. Prof. Dr. Zühal Çamur Demir Member: Assist. Prof. Dr. Elnaz Karamelikli Member: Assist. Prof. Dr. Ayşe Çuvadar	<p>1.To plan and implement career activities for students in the department, in collaboration with the Career Planning and Development Commission and the Karabük University Career Planning and Success Coordination Office.</p> <p>2. To participate in and collaborate with the meetings and activities organized by the Career Planning and Development Commission and the Karabük University Career Planning and Success Coordination Office.</p> <p>3. To share announcements from the Career Planning and Development Commission and the Karabük University Career Planning and Success Coordination Office with students and the department.</p> <p>4. To ensure the participation of midwifery students in events and programs prepared by the Career Planning and Development Commission and the Karabük University Career Planning and Success Coordination Office.</p> <p>5. To counsel midwifery students on career planning and development.</p> <p>6. To provide students with a deeper understanding of the healthcare sector and the business world and information about internship and job opportunities.</p>
Graduation Criteria Commission	Chair: Assoc. Prof. Dr. Reyhan Aydın Doğan Member: Assist. Prof. Dr. Ayşe Çuvadar Member: Assist. Prof. Dr. Sebahat Hüseyinoğlu Member: Assist. Prof. Dr. Merve Afacan Satioğlu Member: Assist. Prof. Dr. Merve Akıncı Final year advisor for the relevant period	<p>1. In addition to Karabük University Associate and Undergraduate Education and Training Regulations,</p> <p>To determine whether the Pre-Graduate National Core Education Program (EUÇEP, 2016) meets the criteria set by the National Midwifery Education Legislation (YÖK), the EU Midwifery Directives (80/154/EEC and 80/155/EEC), and the Regulation on the Determination of Minimum Educational Requirements for Medical, Nursing, Midwifery, Dentistry, Veterinary, Pharmacy, and Architecture Education Programs (February 2, 2008).</p>

		<p>2. To hold meetings at the end of semesters with faculty members responsible for Internship I, Internship II, and final year practices to determine whether students meet graduation criteria and to report proposed solutions for students experiencing difficulties in meeting them.</p> <p>3. To determine whether graduation requirements have been met according to the graduation control scheme.</p> <p>4. To provide the necessary regulations, information, and announcements for digital applications.</p> <p>5. To work in collaboration with other departmental committees and ensure that appropriate solutions are developed to address relevant needs.</p> <p>6. In accordance with relevant legislation, to decide on additional clinical practice for the required period for students who have not completed the "Graduation Criteria" in cases of necessity.</p> <p>7. To ensure the distribution of faculty members/staff who will review the graduation criteria for new students enrolled in each academic year.</p> <p>8. To ensure that the graduation procedures for final year students are initiated by submitting the minutes and reports related to the Graduation Criteria Book and Leaflets to the Midwifery Department Head via the EBYS system.</p>
Education-Training Program Development and Measurement and Evaluation Commission	Chair: Assist. Prof. Dr. Sebahat Hüseyinoğlu Member: Prof. Dr. Raziye Özdemir Member: Assist. Prof. Dr. Ayşe Çuvadar Member: Assoc. Prof. Dr. Reyhan Aydın Doğan Member: Assist. Prof. Dr. Merve Akıncı Member: Assist. Prof. Dr. Merve Afacan Satioğlu	Reviewing course plans and content, ensuring compliance with Bologna and EUÇEP, planning new elective courses. Periodically evaluating program outcomes, course learning outcomes, and student achievement levels.

Alumni Monitoring and Stakeholder Relations Committee	Chair: Assist. Prof. Dr. Merve Afacan Satioğlu Member: Assist. Prof. Dr. Ayşe Çuvadar Member: Assist. Prof. Dr. Sebahat Hüseyinoğlu Member: Assist. Prof. Dr. Merve Akıncı	To monitor the employment status of graduates, their postgraduate education processes, and professional certifications; to organize regular meetings with internal and external stakeholders.
Simulation and Clinical Education Committee	Chair: Assist. Prof. Dr. Merve Afacan Satioğlu Member: Prof. Dr. Raziye Özdemir Member: Assist. Prof. Dr. Ayşe Çuvadar Member: Assoc. Prof. Dr. Reyhan Aydın Doğan Member: Assist. Prof. Dr. Sebahat Hüseyinoğlu Member: Assist. Prof. Dr. Merve Akıncı	Ensuring the effective use of laboratory and simulation applications, coordinating with clinical areas, and integrating new measurement methods such as OSCE.
Student Participation and Support Committee	Chair: Assist. Prof. Dr. Ayşe Çuvadar Member: Assist. Prof. Dr. Sebahat Hüseyinoğlu Member: Assist. Prof. Dr. Merve Akıncı Member: Assist. Prof. Dr. Merve Afacan Satioğlu	To obtain feedback through student representatives, to improve counseling processes, and to evaluate student satisfaction surveys.
Internal and External Stakeholder Participation Commission	Chair: Assoc. Prof. Dr. Reyhan Aydın Doğan Member: Assist. Prof. Dr. Ayşe Çuvadar Member: Assist. Prof. Dr. Sebahat Hüseyinoğlu Member: Assist. Prof. Dr. Merve Akıncı Member: Assist. Prof. Dr. Merve Afacan Satioğlu Student representatives	Maintaining communication with the Provincial Health Directorate, municipalities, private/public hospitals, and professional organizations; contributing to the updating of program objectives and outcomes.
Internal and External Stakeholder Participation Commission	Assist. Prof. Dr. Yılmaz Altuner Assist. Prof. Dr. Merve Afacan Satioğlu	1. Working in collaboration with the National/International Relations Coordination Office of the Karabük University Rectorate through the department head. 2. Communicating announcements to students and departments. 3. Ensuring that students are informed about bilateral agreements.

		<p>4. Monitoring the procedures and procedures of students applying to the application program.</p> <p>5. Increasing the number of countries with which the midwifery department has bilateral agreements.</p> <p>6. Initiating and maintaining communication with international midwifery departments.</p> <p>7. Creating meeting reports and submitting them to the department head.</p>
Bologna update, ECTS information package update, Unit coordinator	<p>Assoc. Prof. Dr. Reyhan Aydın Doğan</p> <p>Assist. Prof. Dr. Sebahat Hüseyinoğlu</p>	<p>Ensure the verification of course information packets at the beginning of the academic term.</p> <p>Remind the instructor of each course to update or verify course information packets.</p> <p>If a new course is added to the curriculum, ensure the verification of course information packets created before the course is approved, and ensure the system checks the course information packets after approval.</p> <p>Ensure the operation of the Bologna process in collaboration with the Karabük University Bologna Coordination Office and the Karabük University Faculty of Health Sciences Bologna Coordination Committee.</p>
Unit Academic Incentive Application and Review Committee	<p>Chair: Assoc. Prof. Dr. Reyhan Aydın Doğan</p> <p>Member: Assist. Prof. Dr. Elnaz Karamelikli</p> <p>Member: Assist. Prof. Dr. Ayşe Çuvadar</p> <p>Member: Assist. Prof. Dr. Sebahat Hüseyinoğlu</p>	<p>1. The unit academic incentive application and review committee first determines whether the applicant's activities are eligible for review. Applications deemed ineligible are forwarded to the committee for review, with justification provided.</p> <p>2. The unit academic incentive application and review committee reviews the applications and sends a signed decision report, an evaluation report, and an attached score sheet to the department head in accordance with the announced schedule.</p> <p>3. It is mandatory to make a statement regarding the academic activities that were rejected or whose points were changed in the evaluation report prepared by the unit academic incentive application and review committee.</p>

		<p>The Commission is responsible for carrying out the above-mentioned duties in accordance with the Academic Incentive Grant Regulation.</p>
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Graduation Committee	Chair: Assoc. Prof. Dr. Reyhan Aydın Doğan Member: Prof. Dr. Raziye Özdemir Member: Assoc. Prof. Dr. Zühal Çamur Demir Member: Assist. Prof. Dr. Elnaz Karamelikli Member: Assist. Prof. Dr. Ayşe Çuvadar Member: Assist. Prof. Dr. Sebahat Hüseyinoğlu Member: Assist. Prof. Dr. Yılmaz Altuner Member: Assist. Prof. Dr. Merve Akıncı Member: Assist. Prof. Dr. Merve Afacan Satıoğlu Member: Research Assistant Begüm Can Member: Research Assistant Kübra Nur Kılıç	1. To participate in meetings planned by the Karabük University Faculty of Health Sciences Alumni Relations and Graduation Committee and to provide input on decisions to be made. 2.To carry out duties assigned by the Faculty Committee. 3.To inform the Faculty Committee Chair about the duties performed by the department committee and to submit necessary reports. 4.To represent the Midwifery Department in the activities and meetings of the Karabük University Faculty of Health Sciences Alumni Relations and Graduation Committee. 5.Prepare the commission's activity report at the end of each academic year and submit it to the department head. Ensure the minutes of the commission's meetings are filed and archived.
Department e-attendance officer	Research Assistant Begüm Can	Viewing course schedules, reviewing past attendance reports, checking course student lists, initiating e-attendance via computer, and making necessary adjustments to past attendance
Responsibility for the department's skills laboratory	Commission Chair: Assoc. Prof. Dr. Reyhan Aydın Doğan Member: Assoc. Prof. Dr. Zühal Çamur Demir Member: Assist. Prof. Dr. Sebahat Hüseyinoğlu Member: Assist. Prof. Dr. Ayşe Çuvadar	Simulated Birth Laboratory: Assoc. Prof. Dr. Reyhan Aydın Doğan, Assist. Prof. Dr. Sebahat Hüseyinoğlu, Research Assistant Kübra Nur Kılıç Basic Principles and Skills Laboratory: Assist. Prof. Dr. Elnaz Karamelikli, Research Assistant Begüm Can Reproductive Health and Family Planning Laboratory: Assist. Prof. Dr. Merve Akıncı, Assist. Prof. Dr. Ayşe Çuvadar

	Member: Assist. Prof. Dr. Elnaz Karamelikli Member: Assist. Prof. Dr. Merve Akıncı Member: Research Assistant Begüm Can Member: Research Assistant Kübra Nur Kılıç	Childbirth Preparation Laboratory: Assist. Prof. Dr. Sebahat Hüseyinoğlu Childbirth and Neonatal Care Laboratory: Assoc. Prof. Dr. Zühal Çamur Demir, Research Assistant Kübra Nur Kılıç
Semester course schedule, OBS responsible	Research Assistant Begüm Can Research Assistant Kübra Nur Kılıç	To coordinate the creation of the course schedule in accordance with the academic calendar before each semester, to publish the prepared course schedule in a complete and accessible manner on the Student Information System (OBS) and to make updates throughout the process.
Course exemptions	Assist. Prof. Dr. Elnaz Karamelikli Assist. Prof. Dr. Merve Akıncı	
Departmental exam coordinator Departmental distance education officer Departmental website design officer	Research Assistant Begüm Can Research Assistant Kübra Nur Kılıç	<ol style="list-style-type: none"> 1. Edit the department's web page and ensure that the content is kept up to date. 2. Ensure that necessary announcements are made on the department's web page. 3. Update the information of the department's academic and administrative staff. 4. Ensure that news and events related to the department are added to the web page. 5. Publishing information and document messages sent by academic and administrative staff to the department's WEB DESIGN and SOCIAL MEDIA commission email address on the web page and relevant sections of other social media accounts. 6. Ensuring that all data, documents, and information related to the web page are stored securely. 7. To communicate and coordinate with the Faculty Web Commission. 8. To hold meetings with the commission members at specified times to discuss relevant issues based on the meeting agenda. 9. To report on its work, suggestions, requests, and needs to the Department Chair