

NURSING DEPARTMENT COMMITTEES

Commission	Commission Members and Their Duties
Student Counseling Services Commission	<p>The members of the commission advise the students assigned to them by the head of the department about the courses and the program.</p> <p>They ensure that the students they advise choose appropriate courses in accordance with the relevant regulations of the University and the department curriculum in the fall and spring semesters on the dates specified in the academic calendar.</p> <p>Determines the counseling hours and announces the determined time to the students. Carries out the graduation approval procedures of the students under their counseling.</p>
Exemption and Adjustment Commission	<p>It regulates the exemption and semester/year adjustment of the courses that the students who have the right to enroll in Karabük University have previously taken and succeeded in Summer, Spring and Fall academic semesters from any Higher Education Institution, including Karabük University, according to the relevant regulations and directives. The Commission holds meetings before the course selection week of each academic semester and takes decisions regarding the applications.</p>
Horizontal-Vertical Transfer Commission	<p>It evaluates the pre-applications of the students who apply to the department with “Central Transfer” and “Transfer by Grade Point Average” on the dates determined by the University through the OBS transfer application system within the framework of the relevant articles and regulations. It checks the ranked list of students within the quota made by the Student Affairs Department through the system and sent to the units and gives an opinion to the head of the department for departmental decision.</p>
Quality Commission	<p>In line with the principles and decisions determined by the University Quality Coordinator and the Faculty Quality Board, plans the work and transactions in the Department, monitors and controls their implementation and takes the necessary measures. It ensures the creation of forms, reporting and coordination with the relevant units.</p>
Career Commission	<p>Counsels students about their careers in coordination with the career units and commissions of the university and faculty.</p> <p>Plans and conducts career events to guide students in planning their careers.</p> <p>It takes part in the procedures carried out within the scope of the Career Gate, organizes the related uniforms, makes announcements to the students, and provides cooperation with the department chairmanship and related commissions in the department.</p>
Graduation and Alumni Follow-up Committee	<p>Prepares the department graduation program in coordination with the university and the faculty and ensures that the relevant announcements are made to the students.</p> <p>Provides the organization of department students at graduation and oath ceremonies.</p> <p>Controls the content of the students who will make speeches at the ceremony and the banners and banners planned to be opened by the students.</p>

<p>Exchange Programs and Mobility Commission</p>	<p>It ensures that the approvals related to the mobility of the students of our department who are eligible for Erasmus, Mevlana, Farabi exchange programs are given, course matching is made, course additions / subtractions are approved when necessary, the problems that students may experience during the process are followed up and grade conversions are made upon their return.</p> <p>It follows the course approval procedures of guest students coming to our University from other educational institutions through the relevant exchange programs, coordinates the courses that can be given in English by contacting the relevant faculty members, and ensures that the problems that may arise before the students come to our Department and during the course taking process are followed up. In addition, it follows up the necessary information, excursions, presentations, etc. organizations related to the guests who come to our University with the aforementioned exchange programs.</p>
<p>Bologna Coordination Commission</p>	<p>In coordination with the Faculty Bologna Commission, to update the department program information, if any, and to inform the course instructors about entering the course information into the automation system and to check that the contents of the courses are entered into the automation system correctly within the deadline. The Commission meets at the beginning and end of each academic semester and ensures that missing data is reported.</p>
<p>Course and Examination Programmes Preparation Commission</p>	<p>It ensures that the compulsory and elective courses decided to be opened in line with the needs of the Department in the fall, spring and summer school semesters and the responsible lecturers of the relevant courses are defined in the OBS (Student Information System) and that the Department course schedule is prepared in the most appropriate way possible in line with the Department's policy decisions and physical conditions.</p> <p>In coordination with the faculty exam commission, it ensures that the department exam program is prepared and defined in the OBS system.</p>
<p>Unit Promotion and Web Management Affairs Commission</p>	<p>Updates the tabs of the department website that are open to management in the system and adds new content in line with the suggestions, requests and approvals of the Department Head.</p> <p>Announces the announcements from EBYS and/or the Department Head on the department website and shares them with the faculty if necessary.</p> <p>Manages the official social media account of the department.</p> <p>Takes part in the organization of works related to the promotion of the department.</p>
<p>Academic Incentive Application and Preliminary Review Commission</p>	<p>The Commission is formed by the department chairmanship for two (2) years among the faculty members with high academic incentive scores in the unit according to the Academic Incentive Regulation.</p> <p>The Commission evaluates the academic incentive application files submitted by the faculty members and staff of the department on the relevant dates according to the Academic Incentive Regulation. As a result of the evaluation, the Commission writes and signs the Preliminary Evaluation Report. The chairman of the commission uploads the report signed by all members to the system.</p>

<p style="text-align: center;">Infrastructure and Laboratory Development Commission</p>	<p>The commission aims to improve the infrastructure and laboratory facilities of the department to support nursing education and research. This commission makes plans for the establishment and modernization of simulation laboratories, clinical skills laboratories and other educational facilities used in nursing education. In addition, it undertakes tasks such as checking the status of existing devices and equipment in the laboratory and making updates and software installations when necessary, providing the necessary medical equipment and training materials, ensuring laboratory safety and compliance standards.</p>
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