
	<p align="center">ERCIYES UNIVERSITY</p> <p align="center">FACULTY OF VETERINARY MEDICINE</p> <p align="center">JOB DESCRIPTIONS</p>		DOCUMENT NUMBER:	Vet_Fr.03-01
			PUBLICATION DATE:	January 2019
			REVISION NUMBER:	1
			REVISION DATE:	March 2021
			PAGE NUMBER	1/2
Unit:		Dean's Office of the Faculty of Veterinary Medicine		
Position Title:		Academic Evaluation Commission		
Supervisor:		Dean		
Associated Unit:		Dean's Office of the Faculty of Veterinary Medicine		
<p>BRIEF DESCRIPTION OF THE ROLE:</p> <p>The candidates who apply to the relevant positions will have their documented scientific work and other academic activities reviewed and evaluated through a preliminary assessment, as specified in the ERU Academic Promotion and Appointment criteria.</p>				
<p>DUTIES AND RESPONSIBILITIES:</p> <ul style="list-style-type: none"> - The Academic Evaluation Committee and its members are established by the Dean and carry out their activities following the approval of the Board of Directors - The Committee is responsible for and authorized to review the application files submitted for appointment, in terms of their compliance with the criteria set forth by the Law, Regulations, and Senate, and approved by the Higher Education Council. - In the faculty position announcements issued by the ERU Rectorate, the Academic Evaluation Committee evaluates whether the candidates applying for the relevant positions meet the ERU Academic Promotion and Appointment Criteria and prepares a report. The Academic Evaluation Committee examines the compliance of the application files with the appointment criteria only in terms of form and does not make any evaluation regarding their scientific content. - In the case of changes to the criteria for promotion and appointment to faculty positions, the committee may provide opinions in the proposals submitted to the Senate, if requested. - The Academic Evaluation Committee determines whether the applicant meets the requirements set forth in Law No. 2547, as well as other relevant laws and regulations, for the requested position. The Academic Evaluation Committee also assesses whether the applicant's submitted file complies with the University criteria approved by the Senate and endorsed by the Higher Education Council. - The report prepared as a result of the review of the application files includes the statement 'the applications of candidates who do not meet the criteria are inadmissible.' - At the file review stage, opinions may be sought from a higher authority for issues that cannot be resolved. 				
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<ul style="list-style-type: none"> - The committee members continue their duties until a new appointment is made. - In the event of a committee member's departure for any reason, a new member will be appointed by the dean's office. - Committee members are required to attend meetings without fail, unless they have an official excuse. - The situation of members who fail to attend meetings without providing documentation for their absence will be evaluated by the dean's office. 				
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