

	<p align="center">ERCIYES UNIVERSITY</p> <p align="center">FACULTY OF VETERINARY MEDICINE</p> <p align="center">JOB DESCRIPTIONS</p>	DOCUMENT NUMBER:	Vet_Fr.03-33
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Unit:	Dean's Office of the Faculty of Veterinary Medicine		
Position Title:	Catalog Commission		
Supervisor:	Dean		
Associated Unit:	Dean's Office of the Faculty of Veterinary Medicine		
BRIEF DESCRIPTION OF THE ROLE:			
<p>DUTIES AND RESPONSIBILITIES:</p> <ul style="list-style-type: none"> - The Curriculum Committee and its members are constituted by the Dean and carry out their functions following approval by the Faculty Administrative Board. - The Committee is responsible for preparing the course curricula for the academic year. - It reviews the prepared curricula, ensures their periodic updates, and oversees their implementation. - Committee members shall continue in their roles until a new appointment is made. - In the event of a committee member's departure for any reason, a new member shall be appointed by the Dean's Office. - Committee members are obligated to attend meetings unless they present an officially recognized excuse. - The Dean's Office will assess the situation of members who fail to attend meetings without providing documented justification. 			
PREPARED BY: QUALITY UNIT	CHECKED BY: VICE DEAN Prof.Dr. Murat KANBUR	APPROVED BY: DEAN Prof.Dr. Abdullah İNCİ	