
	<b>ERCIYES UNIVERSITY</b> <b>FACULTY OF VETERINARY MEDICINE</b>  <b>JOB DESCRIPTIONS</b>		<b>DOCUMENT NUMBER:</b>	Vet_Fr.03-19
			<b>PUBLICATION DATE:</b>	January 2019
			<b>REVISION NUMBER:</b>	1
			<b>REVISION DATE:</b>	March 2021
			<b>PAGE NUMBER</b>	1/2
<b>Unit:</b>		Dean's Office of the Faculty of Veterinary Medicine		
<b>Position Title:</b>		<b>EAEVE Accreditation Commission</b>		
<b>Supervisor:</b>		Dean		
<b>Associated Unit:</b>		Dean's Office of the Faculty of Veterinary Medicine		
<b>BRIEF DESCRIPTION OF THE ROLE:</b> Coordinate the faculty's preparations and visits for the EAEVE processes.				
<b>DUTIES AND RESPONSIBILITIES:</b> <ul style="list-style-type: none"> <li>- The EAEVE Accreditation Steering Committee is established by the Dean, the Vice Dean responsible for accreditation, and the EAEVE Coordinator, and carries out its activities after approval by the board of directors.</li> <li>- Preparing the faculty for the EAEVE process, ensuring the continuity of the EAEVE criteria, and following up on them.</li> <li>- Identifying the tasks to be performed for this purpose and ensuring coordination.</li> <li>- Monitoring current developments related to EAEVE and adapting them to the faculty.</li> <li>- Informing academic and administrative staff as well as students about EAEVE and organizing training seminars related to the topic.</li> <li>- Providing consultancy to the relevant committees concerning EAEVE-related matters.</li> <li>- Ensuring the faculty is ready for the visit before EAEVE visits.</li> <li>- Participating in domestic and international meetings related to EAEVE.</li> <li>- Committee members continue their duties until a new appointment is made.</li> <li>- In the event of a committee member leaving for any reason, a new member will be appointed by the dean's office.</li> </ul>				
<b>PREPARED BY:</b> <b>QUALITY UNIT</b>		<b>CHECKED BY:</b> <b>VICE DEAN</b> Prof.Dr. Murat KANBUR		<b>APPROVED BY:</b> <b>DEAN</b> Prof.Dr. Abdullah İNCİ

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<ul style="list-style-type: none"> <li>- Committee members are required to attend meetings unless they have a valid official excuse.</li> <li>- The situation of members who fail to attend meetings without documenting their excuse will be evaluated by the dean's office.</li> </ul>				
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