

	<b>ERCIYES UNIVERSITY</b> <b>FACULTY OF VETERINARY MEDICINE</b>  <b>JOB DESCRIPTIONS</b>		<b>DOCUMENT NUMBER:</b>	Vet_Fr.03-05
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<b>Unit:</b>		Dean's Office of the Faculty of Veterinary Medicine		
<b>Position Title:</b>		<b>Scientific Appointment Principles 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> <p>The evaluation and granting of participation permissions for scientific events that faculty members within the faculty will attend.</p>				
<b>DUTIES AND RESPONSIBILITIES:</b> <ul style="list-style-type: none"> <li>- The Scientific Assignment Principles Committee and its members are established by the dean and carry out their activities following the approval of the Board of Directors.</li> <li>- To receive participation permission applications for scientific events that academic staff intend to attend.</li> <li>- To review the documents of the staff who have submitted permission applications and evaluate the request.</li> <li>- To determine the content and conditions of the approved applications (domestic, international, with travel allowance and per diem, or without travel allowance and per diem, etc.).</li> <li>- To provide a written report to the dean's office regarding the result of the application made by the staff.</li> <li>- Committee members continue their duties until a new appointment is made.</li> <li>- In the event of a committee member's departure for any reason, a new member will be appointed by the dean's office.</li> <li>- Committee members are required to attend meetings without fail, unless they have an official excuse.</li> <li>- The situation of members who fail to attend meetings without providing documentation for their absence will be evaluated 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