

	<p align="center">ERCIYES UNIVERSITY</p> <p align="center">FACULTY OF VETERINARY MEDICINE</p> <p align="center">JOB DESCRIPTIONS</p>		DOCUMENT NUMBER:	Vet_Fr.03-03
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Unit:		Dean's Office of the Faculty of Veterinary Medicine		
Position Title:		Subsidiary 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 Sub-Publication Committee and its members are established by the dean and carry out their activities following the approval of the Board of Directors. - To ensure that all textbooks, supplementary textbooks, and lecture notes prepared within the faculty are reviewed in accordance with the principles and objectives of the University Publishing Committee. - To share any changes and updates in the principles and practices of the University Publishing Committee with the faculty members. - 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. 				
PREPARED BY: QUALITY UNIT		CHECKED BY: VICE DEAN Prof.Dr. Murat KANBUR		APPROVED BY: DEAN Prof.Dr. Abdullah İNCİ