

BEYKOZ UNIVERSITY
DIRECTIVE ON ADVISORY BOARDS

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CHAPTER ONE

Purpose, Scope, Legal Basis, Definitions

Purpose

Article 1- (1) This Directive regulates the procedures and principles regarding the establishment of Advisory Boards within Beykoz University and their operation.

Scope

Article 2- (1) This Directive covers the establishment, as well as the working procedures and principles, of the Advisory Boards to be formed in order to ensure sustainable and improvable cooperation and experience sharing between Beykoz University and its units and external stakeholders.

Legal Basis

Article 3- (1) This Directive has been prepared based on the provisions of the Regulation on the Establishment of Advisory Boards in Higher Education Institutions, published in the Official Gazette dated 08.10.2016 and numbered 29851.

Definitions

Article 4- (1) For the purposes of this Directive, the terms used are explained below;

- a) University: refers to Beykoz University,
- b) Board of Trustees: refers to the Board of Trustees of Beykoz University,
- c) Rector: refers to the Rector of Beykoz University,
- d) Senate: refers to the Senate of Beykoz University,
- e) University Advisory Board: refers to the Advisory Board of Beykoz University,
- f) Academic Unit: refers to the Institutes, Faculties, Schools, Vocational Schools, and Application and Research Centers of Beykoz University,
- g) Academic Unit Advisory Board: refers to the Advisory Boards of the Academic Units of Beykoz University,

CHAPTER TWO

Bodies, Duties and Responsibilities

Advisory Boards

Article 5- (1) Advisory Boards are the following boards that express opinions and submit recommendations regarding the activities carried out at the University and its Academic Units

- a) Beykoz University Advisory Board,
- b) “Academic Unit Advisory Boards” established within faculties, institutes, schools, vocational schools, and application and research centers. The advisory board established within an academic unit shall be referred to together with the name of the relevant academic unit.

The Beykoz University Advisory Board is established upon the proposal of the Rector and the decision of the Senate, and may be abolished by the same procedure when deemed necessary.

(3) (**Amended: STK-08/01/2026-01**) Members of the University Advisory Board are determined by the Rector and the Board of Trustees for a term of office of two years.

(4) (**Amended: STK-07/03/2024-6**) The Academic Unit Advisory Board consists of at least five and at most eleven members, in a manner that represents the academic activity field of the Academic Unit and its sub-units such as departments, divisions / departments of science or art, or programs. Members of the Academic Unit Advisory Board are invited by the relevant unit administrator.

(5) The term of office of Advisory Board membership is three years. A member whose term of office has expired may be reappointed in the same manner. If a member resigns from the Advisory Board, a new member is appointed in their place. The new member completes the remaining term.

(6) The membership of a member who does not attend three consecutive meetings without an excuse shall automatically terminate. A new member shall be invited in the same manner to replace the terminated membership.

(7) Membership in the Advisory Board is based on voluntariness.

Principles of Convening the Advisory Boards

Article 6- (1) Advisory Boards convene at least once a year.

(2) The invitation to the Advisory Board meeting is made by the Rector / academic unit administrator.

(3) Advisory Board meetings are chaired by the member designated as Moderator by the board members. The Meeting Moderator may be designated on a per-meeting basis or may be designated on a permanent basis.

(4) The issues discussed and the opinions expressed at the Advisory Board meeting are recorded in the form of meeting minutes. The meeting minutes are drafted by the Board Rapporteur and finalized upon confirmation by the board members. The Secretariat of the University Advisory Board is carried out by the Secretary General, while the Secretariat of the Academic Unit Advisory Board is carried out by the assistant unit administrator or the unit secretary.

(5) In order to consult the opinions of the Advisory Board, persons or representatives of institutions or organizations who are not members of the board may be invited to the meeting and their views may be heard.

(6) The meeting minutes of the Advisory Board are sent to the Rectorate by the Rapporteur.

(7) The secretariat duties of the Advisory Board are carried out by the General Secretariat, and by the secretariats of the relevant academic units within the academic units.

Duties of the University Advisory Board

- Article 7-** (1) To develop and strengthen relations and cooperation with public and private sector institutions, organizations, and professional chambers in the fields in which university units operate,
- (2) To exchange views based on the demands and recommendations of external stakeholders,
- (3) To contribute to increasing, developing, disseminating, and continuously improving quality in education,
- (4) To provide support and assistance for practical studies in the relevant fields by cooperating with institutions and organizations outside the University,
- (5) To make recommendations regarding the knowledge and skills expected from graduates in relation to meeting employment needs in the public and private sectors,
- (6) To contribute to enriching the University’s education and training activities through internships, mentoring, and similar means,
- (7) To make recommendations for increasing Public–University–Industry cooperation and for the development of R&D activities,
- (8) To make opinions and recommendations to increase the recognition of the University,
- (9) **(Amended: STK-07/03/2024-6)** To examine and make recommendations regarding the educational objectives and program learning outcomes of the programs in the academic units of the University, as well as the semesters, credit hours, and contents of the courses included in the curriculum,
- (10) To conduct research and prepare opinion and recommendation reports for academic units and programs to be opened within the University,
- (11) To take various advisory decisions in line with national and international developments and submit them to the Rectorate,
- (12) To evaluate the reports received from Unit Advisory Boards.

Duties of the Unit Advisory Board

- Article 8 -** (1) To provide support for practical studies in the relevant field by cooperating with institutions and organizations outside the University,
- (2) To examine and make recommendations regarding the semesters, credit hours, and contents of the departments/programs and courses conducted within the units,
- (3) To make recommendations regarding the body of knowledge required in professional fields in the public and private sectors,
- (4) To carry out planning studies and make recommendations in order to ensure diversity in qualified human resources,
- (5) To take various advisory decisions in line with national and international developments and submit them to the relevant unit and to the University Advisory Board for evaluation,
- (6) To carry out planning in order to meet the needs of the unit.

CHAPTER THREE

Entry into Force and Execution

Entry into Force

- Article 9-** (1) This Directive enters into force on the date it is approved by the University Senate.

Execution

Article 10- (1) The provisions of this Directive shall be executed by the Rector.