

MEETING DATE	: 27.10.2023
MEETING NUMBER	: 2023/18
MEETING PLACE	: 1st Floor Rectorate Senate Room
MEETING TIME	: 10.00

SENATE MEMBERS

Prof. Dr. Atilla ARKAN	Rector
Prof. Dr. Ali YEŞİLIRMAK	Vice Rector / Dean of Faculty of Educational Sciences
Prof. Dr. Mustafa Kemal YILMAZ	Vice Rector - Dean of the Faculty of Management Sciences
Prof. Dr. Ömer ÇINAR	Dean of the Faculty of Law
Prof. Dr. İzzet BOZKURT	Dean of Faculty of Communication
Prof. Dr. Alev ERKİLET	Dean of the Faculty of Humanities and Social Sciences
Prof. Dr. Bilal AYBAKAN	Dean of the Faculty of Islamic Sciences
Assoc. Prof. Ali Osman KUŞAKCI	Institute of Graduate Studies Institute Director
Lecturer Dr. Vahdettin IŞIK	Institute of Alliance of Civilisations Institute Director (<i>Approved</i>)
Lecturer Muhammet Furkan ALPAT	Director of the School of Foreign Languages
Lecturer Dr. Mehmet Akın BULUT	Faculty of Educational Sciences/Senator Member
Prof. Dr. Şükrü YILDIZ	Faculty of Law/Senator Member
Prof. Dr. İsmail Arda ODABAŞI	Faculty of Communication/Senator Member
Prof. Dr. Halil BERKTAY	Faculty of Humanities and Social Sciences/Senator Member (<i>Approved</i>)
Prof. Dr. Lecturer İhsan KAHVECİ	Faculty of Islamic Sciences/Senator Member
Prof. Dr. Ümit HACIOĞLU	Faculty of Management Sciences/Senator Member
Sebahattin BELİK	Secretary General / Rapporteur

MEETING QUORUM

Senate Meeting was held under the chairmanship of Rector Prof. Dr. Atilla ARKAN. Sixteen (16) out of 18 (eighteen) Senate members attended the meeting. The meeting quorum was met and the following agenda items were discussed.

AGENDA

1. To discuss the proposal to establish the Advisory Board of the Department of Political Science and International Relations, based on the letter dated 25.10.2023 and numbered 32499 of the Dean of the Faculty of Human and Social Sciences of our university.
2. Discussion of the processes related to the Improvement Action Plans following the YÖKAK (Turkish Higher Education Quality Board) 2023 Academic Year Fall Semester Visit.

DECISIONS

DECISIONS 1- Based on the letter of the Dean of the Faculty of Humanities and Social Sciences of our University dated 25.10.2023 and numbered 32499, in accordance with Article 4 of the Regulation on the Establishment of Advisory Boards in Higher Education Institutions and Article 5 of the Directive on the Establishment and Functioning of the Advisory Boards of our University, it was unanimously decided by the participants of the meeting that the members of the Departmental Advisory Board within the Faculty of Humanities and Social Sciences, Department of Political Science and International Relations are as follows.

Sequence No	Name Surname	Employed Institution
1	Assoc. Prof. Mu***** al-Mu***** al-Sh*****	Qatar University
2	Prof. Dr. She*** Ak****	Koç University
3	Prof. Dr Mi**** Kr*****	Florida International University and Broward College
4	Assist. Prof. An** Va*****	Dean (School of Public and International Affairs, ADA University)
5	Assoc. Prof. Uğ** Ya*** As**	Head of Department of International Relations, Istanbul Ticaret University
6	Assoc. Prof. Da*** Ma***	Department of Justice, Law and Criminology, merican University, Washington DC
7	Prof. Dr Af**** El**	City University

DECISION 2- The findings obtained during the Higher Education Quality Council Field Visit Report and Quality Studies were discussed. As a result of the discussions; It was unanimously decided by the participants of the meeting to prepare and follow the following processes in order to take measures within the PDCA cycle and to increase the quality of our University's education and training processes.

In order to ensure the continuous development of the education and training processes of the programmes, internal and external stakeholder opinions are taken and the examples that have become prominent are examined and the following issues are examined and the necessary improvements are made, the Heads of Departments submit them to the Dean's Office until 05 April 2024, and the Deans submit them to the Rector's Office until 12 April 2024 by providing the necessary controls;

1. Programme Outcomes
2. Eight half-year lesson plans
3. Course Outcomes
4. Matching course outcomes with programme outcomes
5. Matching programme outcomes with TQF
6. ECTS credits of courses

7. Syllabus of the courses
8. Compliance of the teaching-learning methods of the courses with the course outcomes
9. The appropriateness of the assessment and evaluation methods of the courses to the course outcomes
10. Matching the sub-questions and stages, if any, of the assignments, projects, etc. given in the courses with the course outcomes and attaching the document with this matching to the exam envelope when submitting the exam papers,
11. Adding an answer key and/or scoring key and/or rubric to the exam envelopes, based on the scoring appropriate to the type of exam,
12. In order to ensure accountability before the exam envelopes are delivered, copies of a sample with high scores, medium scores and low scores for each exam are taken and archived separately for quality studies by hiding student personal information,
13. Planning actions for improvements that can be made in courses by taking into account student course satisfaction surveys
14. Planning actions for improvements that can be made in courses by taking into account student programme competency surveys
15. Determining the professional development trainings for the realisation of the actions determined based on the results of the student surveys and those who will participate in these trainings and requesting them in writing from the Centre for Innovative Teaching and Learning with Artificial Intelligence
16. The Centre for Innovative Teaching and Learning with Artificial Intelligence to create a training of trainers plan and calendar to cover the trainings specified in these requests and other trainings determined to achieve the mission and vision of our University, and to share it with all shareholder via website and e-mail.