

REGULATION

From Istinye University :

**ISTINYE UNIVERSITY CENTER FOR ECONOMIC AND
POLITICAL RESEARCH (ISUEPAM) REGULATION**

SECTION ONE

Purpose, Scope, Legal Basis and Definitions

Purpose

ARTICLE 1 - (1) The purpose of this Regulation is to regulate the management and working procedures and principles of Istinye University Center for Economic and Political Research (ISUEPAM).

Scope

ARTICLE 2 - (1) This Regulation covers the provisions in relation to the objectives, governing bodies, duties of the governing bodies and the operating manner of the Istinye University Center for Economic and Political Research.

Basis

ARTICLE 3 - (1) This Regulation was prepared based on subparagraph 2 of paragraph (d) of the first clause of Article 7, and Article 14 of the Higher Education Law No. 2547 dated 4/11/1981.

Definitions

ARTICLE 4 - (1) In this Regulation;

- a) Advisory Board: refers to the Advisory Board of the Center,
- b) Center: refers to the Istinye University Center for Economic and Political Research (ISUEPAM),
- c) Manager: refers to the Manager of the Istinye University Center for Economic and Political Research, d) Rector: refers to the rector of Istinye University,
- d) University: refers to Istinye University,
- e) Board of Directors of the University: refers to the Board of Directors of Istinye University,
- f) Board of Directors: refers to the Board of Directors of the Center.

SECTION TWO

Center's Objectives and Areas of Activity

Center's objectives

ARTICLE 5 - (1) The objectives of the Center are; to conduct scientific research, applications, and provide education in the field of social sciences, particularly in economics, international relations, and political science and to collaborate with relevant public and private organizations.

Center's areas of activity

ARTICLE 6 - (1) The Center carries out the following activities to achieve its objectives:

- a) Conducting research and getting research conducted, preparing reports on these topics, executing projects, publishing in Turkish and in foreign languages.
- b) Organizing educational and training programs with or without certificates.
- c) Organizing or contributing to conferences, symposiums, workshops, seminars and similar activities.
- d) Designing and conducting projects, educational programs and joint activities,
- d) Guiding the academic staff and students of the University to work on issues related to the areas of activity of the Center and supporting their studies.
- e) Establishing working groups or national and international programs in which domestic and foreign experts and students can work together to conduct research and studies in its areas of activity.
- f) Benefiting from domestic and foreign experts for conducting research, analysis and training activities.
- g) Providing the necessary coordination for the realization of national and international projects and providing support for such projects.
- i) Providing consultancy services in its areas of activity.
- h) Preparing reports on the Turkish economy and foreign policy and sharing such reports with the public and the decision-makers.
- k) Carrying out other activities related to the purpose of the Center.

SECTION THREE

The Center's Governing Bodies, Their Duties and Staff Requirements

Governing bodies of the center

ARTICLE 7 - (1) The governing bodies of the Center are as follows:

- a) Manager,

b) Board of Directors.

(2) If proposed by the Board of Directors, an Advisory Board may be established with the approval of the Rectorship.

Manager

ARTICLE 8 - (1) The Manager is appointed by the Rector for three years by being selected from among the full-time faculty members of the University. A Manager whose term of office expires may be reassigned. The Rector may dismiss the Manager where necessary.

(2) Where the Manager deems necessary, s/he may recommend to the Rector that a maximum of two full-time academic staff members of the University are appointed as deputy managers. The deputy managers shall be appointed for a maximum term of three years. In the event that the manager's term of office expires or s/he resigns in any way, the deputy managers' position also expires. Where the Manager deems necessary, s/he may propose the dismissal of the deputy managers to the Rector. Deputy Managers perform the duties of the Manager in his/her absence, and they assist the Manager in carrying out his/her duties in addition to managing and representing the Center and performing the operations related to the Center in line with the authority granted to them by the Manager.

Duties of the Manager

ARTICLE 9 - (1) The Manager has the following duties:

- a) Managing and representing the Center,
- b) Calling the Board of Directors and Advisory Board meetings,
- c) Ensuring that the operations of the Center are carried out in accordance with the objectives of the Center, d) Presiding over the Board of Directors and implementing the taken decisions,
- d) Conducting the administrative affairs of the Center,
- e) Preparing the annual work and activity programs and the activity reports and submitting them to the Board of Directors and submitting the approved activity reports and programs for the approval of the Rector,
- f) Contacting domestic and international institutions with areas of activity that are related to those of the Center, carrying out projects that are in line with the area of activity and purpose of the Center, and working to ensure that support and financial resources are provided for such projects on a national and international level.

Board of Directors

ARTICLE 10 - (1) Chaired by the Manager, the Board of Directors consists of three members who shall be appointed by the Rector upon the suggestion of the Manager and the proposal of the Board of Directors of the University by being selected from the full-time academic staff of the University for a period of three years, and deputy managers, if any are appointed. Where necessary, the members of the Board of Directors may be dismissed by the procedure they are assigned. To replace those who resign from membership before their term of office expires, a new election shall be made through the same procedure; and the elected members shall serve until the end of the normal term of office of the member they replaced.

(2) Upon the call of the Manager, the Board of Directors shall convene at least once every three months with the absolute majority of the total number of members to discuss the determined agenda and decisions shall be taken by a majority of the votes.

Duties and powers of the board of directors

ARTICLE 11 - (1) The duties and powers of the Board of Directors are as follows:

- a) To take decisions regarding the activities of the Center for the purposes of the Center.
- b) To accept the annual activity programs and the annual activity reports.
- c) To propose the establishment and abolition of sub-units to undertake the activities of the Center, to the Rectorship. d) To establish committees or working groups to conduct specific projects.
- d) To discuss and decide on the issues suggested by the Manager regarding the management of the Center.

Advisory Board and its duties

ARTICLE 12 - (1) The Advisory Board consists of a maximum of twenty-five individuals appointed by the Rector, who shall be proposed by the Board of Directors by being selected from individuals who may assist the realization of the objectives of the Center or who are experienced experts in the areas of activity of the Center.

(2) The term of office of the Advisory Board members is three years. Members whose term expires may be reappointed. Where necessary, members of the Advisory Board may be dismissed by the same procedure.

(3) The Advisory Board convenes at least once a year upon the call of the Manager or the Board of Directors.

(4) Where necessary, the Manager may invite the members of the Advisory Board to the meetings of the Board of Directors to benefit from their thoughts and experiences, to receive their opinions and to inform them about the activities of the Center.

(5) The Advisory Board presents its opinions and suggestions regarding the activities of the Center to the Manager and the Board of Directors.

Staff requirement

ARTICLE 13 - (1) The academic, technical and administrative staff requirements of the Center shall be fulfilled by the staff to be appointed by the Rector in accordance with Article 13 of the Law No. 2547.

SECTION FOUR

Final Provisions

Effective Date

ARTICLE 14 - (1) This Regulation shall enter into force on the date of its publication.

Execution

ARTICLE 15- (1) The provisions of this Regulation shall be executed by the Rector of Istinye University.