REGULATIONS ON ATILIM UNIVERSITY SPACE TECHNOLOGIES APPLICATION AND RESEARCH CENTER

SECTION ONE

Purpose, Scope Basis and Definitions

**Purpose**

**ARTICLE 1** – (1) The purpose of these Regulations is to regulate the procedures and principles regarding the objectives, fields of activity, management bodies and their duties, and the methods of operation of Atılım University Space Technologies Application and Research Center.

**Scope**

**ARTICLE 2** – (1) These Regulations provide the provisions on the procedures and principles regarding the objectives, fields of activity, management bodies and their duties, and the methods of operation of Atılım University Space Technologies Application and Research Center.

**Basis**

**ARTICLE 3 –** (1) These Regulations have been prepared on the basis of Sub-Clause (2), Clause (d), Paragraph 1, Article 7; and Article 14 of Higher Education Law no. 2547 dated 4/11/1981.

**Definitions**

**ARTICLE 4 –** (1) The definitions for these Regulations are as follows:

a) Advisory Board: The Advisory Board of the Center,

b) Center: Atılım University Space Technologies Application and Research Center,

c) Director: The Director of the Center,

ç) President: The President of Atılım University,

d) University: Atılım University,

e) Executive Board: The Executive Board of the Center.

SECTION TWO

Center Objectives and Fields of Activity

**Center objectives**

**ARTICLE 5 –** (1) The Center aims to introduce space technology to the public, to contribute to the adoption and application of this technology, and to conduct academic and applied studies on space technologies.

**Fields of activity**

**ARTICLE 6** – (1) The fields of activity of the Center are as follows:

a) Providing academic and applied project topics on subjects related to space technologies, developing and proposing collaborative projects with the public and the private sector, and other research institutions and organizations, on these subjects and to execute them within the framework of the relevant legislation,

b) Organizing national and international congresses, workshops, courses, seminars, competitions and similar conventions at all levels on subjects related to space technologies,

c) Contributing to the development of the relations of the University with public institutions and organizations, the private sector, and international organizations through these programs and practices,

ç) Introducing space and space technologies to the public, and contributing to the adoption and application of these technologies.

SECTION THREE

Center Bodies and their Duties

**Center bodies**

**ARTICLE 7** – (1) The bodies of the Center are as follows:

a) Director,

b) Executive Board,

c) Advisory Board.

**Director**

**ARTICLE 8 –** (1) The Director is appointed by the President for a period of three years from among full-time faculty members of the University with academic knowledge about space technologies. The Director may be re-appointed when their term of office expires, or asked to resign before their term expires.

(2) An Executive Board member may be appointed as Assistant Director by the President to aid the Director in their duties. Termination of the duties of the Director also constitutes that of the assistant director. The assistant director undertakes the tasks assigned to them by the Director.

(3) The Director reports to the President regarding the regular execution of the operations in line with Center objectives; as well as their supervision and control regarding Center operations, and outputs.

**Duties of the director**

**ARTICLE 9** – (1) The duties of the Director are as follows:

a) Representing the Center,

b) Determining the members and other Center employees to be included in the Executive and Advisory Boards, and suggesting such assignments to the President for appointment purposes,

c) Calling the Executive and Advisory Boards to meetings, determining the agenda and chairing these meetings,

ç) Undertaking the administrative affairs of the Center,

d) Ensuring that Center operations are executed and developed regularly, and in line with Center objectives,

e) Implementing the resolutions reached, and the working schedules prepared by the Executive Board within the framework of these Regulations and other relevant legislation,

f) Making the necessary protocols and contracts on matters determined by the Executive Board,

g) Realizing projects and mutual cooperation relationships in line with Center objectives through collaborations with centers and organizations in Türkiye and abroad,

ğ) Submitting to the President activity reports on the general status and operations of the Center, operation reports on the following year, and budget proposals to the President at the end of each academic year and when requested, after taking the opinion of the Executive Board.

**Executive Board**

**ARTICLE 10 -** (1) The Executive Board consists of five members in total, including the Director, and four other individuals appointed by the President from among full-time faculty members of the University. The Chairperson of the Executive Board is the Director.

(2) Executive Board members, excluding the Director, are appointed by the President for a period of one year, from among eight faculty members of the University determined and listed through the elections by the faculty members of the University participating in Center operations. At the end of their term of office, members may be re-appointed. A new member is appointed to replace one vacating their position until the end of the term of the latter. Members not attending three consecutive Executive Board meetings without an excuse or a cause are dismissed from their membership duties as per an Executive Board resolution.

(3) Subject to invitations for meeting by the Director, the Executive Board convenes at least four times ordinarily, as well as whenever necessary under extraordinary conditions; to review Center operations and resolve on relevant issues. The Executive Board convenes with absolute majority and decisions are taken by the majority vote of the attendees.

**Duties of the Executive Board**

**ARTICLE 11** – (1) The duties of the Executive Board are as follows:

a) Resolving on matters related to the operation and management of the Center in line with the purposes specified in these Regulations,

b) Evaluating the annual activity report and annual working schedules of the Center,

c) Drafting the annual budget of the Center,

ç) Regulating and deciding on research and publication topics,

d) Establishing the working groups and commissions deemed necessary for Center operations, and submitting these to the President for approval where necessary, for appointment purposes,

e) Preparing the long-term scientific and managerial plans and programs of the Center,

f) Deciding on other issues within the scope of Center operations,

g) Taking the necessary measures and decisions in order to ensure that Center operations progress better and more efficiently, in accordance with ethical and scientific rules, as well as these Regulations, and other relevant legislation.

**The Advisory Board and its duties**

**ARTICLE 12 –** (1) The Advisory Board consists of maximum twenty members, appointed by the President upon the recommendation of the Executive Board, and for a period of three years; from among the faculty members of the University, and upon relevant requests, representatives and specialists from public and private institutions and organizations, all of whom relating to the study subjects. Their terms of office and reappointment procedures are the same as those of Executive Board members. The Advisory Board convenes at least once a year upon the written call by the Director and without requiring an absolute majority; takes advisory decisions, and notifies the Director accordingly, in writing.

(2) The Advisory Board is tasked to provide consultancy to the Executive Board on scientific and technological issues in order to increase the efficiency of Center operations, and to provide opinions by examining the issues presented to them.

SECTION FOUR

Miscellaneous and Final Provisions

**Procurement requirements**

**ARTICLE 13** – (1) The academic, technical and administrative personnel requirements of the Center are met by the personnel to be appointed by the President in accordance with Article 13 of Law No. 2547.

**Fixtures and equipment**

**ARTICLE 14 –** (1) All kinds of tools, equipment and fixtures purchased within the scope of research and applications undertaken by the Center are allocated for the use of the Center.

**Spending authority**

**ARTICLE 15 –** (1) The Chairperson of the Board of Trustees is the spending authority for the Center. The Chairperson may transfer their spending authority to the President, or the Director.

**Effective Date**

**ARTICLE 16 -** (1) These Regulations hereby come into effect on the date of publication.

**Execution**

**ARTICLE 17 -** (1) These Regulations are executed by the President of Atılım University.