**REGULATIONS ON ATILIM UNIVERSITY MIGRATION STUDIES 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 Migration Studies 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 Migration Studies 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 (ATÜGAM): Atılım University Migration Studies 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:

a) To conduct scientific research, application, education and documentation studies on migration.

b) To produce collaborative studies in cooperation with relevant national/ international, public and private organizations within the scope of the relevant legislation.

c) To cooperate with the relevant undergraduate and graduate programs of the university, and perform studies in coordination.

ç) To bring national and international literature in the field of migration to the University in cooperation with the University library.

**Fields of activity**

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

a) To organize events to raise awareness throughout the University on issues related to immigration.

b) To provide research, publications, and projects; and establish thematic center study sub-groups on issues related to migration processes in Türkiye, and the world.

c) To organize national and international conferences, symposiums, colloquiums, seminars, workshops, exhibitions and similar studies and events on subjects covering all aspects of migration.

ç) To cooperate with national and international, public or private institutions and organizations operating on migration-related issues within the scope of the relevant legislation, and to conduct collaborative studies and projects, and organize training programs.

d) To contribute to the development of national and international migration policies.

e) To encourage graduate and post-doctoral research on subjects within the scope of its fields of activity, and to cooperate with the relevant graduate schools and centers of the University.

f) To engage in other activities related to the purposes of the center.

**SECTION THREE**

**Administrative Bodies and their Duties**

**Administrative bodies**

**ARTICLE 7** – (1) The administrative 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 the full-time faculty members of the University having undertaken, and are currently undertaking academic studies related to the fields of activity of the Center. At the end of their term of office, the Director may be re-appointed.

(2) In line with the recommendations by the Director, a maximum of two people is appointed as assistant directors by the President. Termination of the duties of the Director also constitutes that of the assistant directors. When the Director is not on duty, they assign one of their assistants as their deputy. If the deputy duty lasts more than six months, a new Director is appointed.

**Duties of the director**

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

a) To manage and represent the Center.

b) To call in, and chair Executive Board meetings.

c) To ensure that the activities of the center are executed in line with the purposes specified in Article 5.

ç) To ensure the implementation of the resolutions of the Executive Board.

d) To undertake the administrative affairs of the Center.

e) To prepare annual study and activity programs, and activity reports; and submit them to the Executive Board.

f) To support the execution of projects in line with the activities and purpose of the Center by communicating with national and international institutions and organizations related to the activities of the Center within the scope of the relevant legislative provisions, and to take initiatives to provide the necessary national and international grants and financial resources.

**Executive Board**

**ARTICLE 10** – (1) The Executive Board of the Center consists of five members in total, including the Director and the members appointed by the President for a period of three years, from among the full-time faculty members of the University, in line with the proposal by the Director. At termination of their membership duties, members may be reappointed through the same procedure.

 (2) The members appointed by the President who resign before the end of their term of office are replaced with new members from among the full-time faculty members of the University, as appointed by the President in line with the proposal by the Director. These members serve until the end of the term of office of the member they replace.

(3) The Executive Board convenes upon the invitation of the Director, and as per the agenda determined by the Director. If deemed appropriate by the Director, other issues may be added to the agenda upon suggestions from members before and during meetings.

(4) The Executive Board convenes with the absolute majority of members, and decisions are taken by majority vote.

**Duties of the Executive Board**

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

a) To take decisions on the objectives and fields of activity of the center.

b) To discuss and resolve on the annual work and activity schedules and the relevant reports prepared by the Director.

**Advisory Board**

**ARTICLE 12** – (1) Upon the recommendation of the Executive Board, the President may appoint a maximum of 5 people having previously worked on the fields of activity of the Center for the Advisory Board, to be consulted when necessary.

(2) Members of the Advisory Board are appointed for a period of three years. At termination of their membership duties, members may be reappointed through the same procedure.

(3) Where deemed necessary, the Director may call the Advisory Board in for a meeting to request their thoughts and experiences, and their opinions.

(4) The Advisory Board presents its opinions and suggestions regarding its activities to the Director, and the Executive Board.

**SECTION FOUR**

**Miscellaneous and Final Provisions**

**Study sub-groups**

**ARTICLE 13** – (1) Study sub-groups affiliated to the Center may be established by the Executive Board to implement the programs and undertake the projects to be determined, in the fields of activity of the Center. At termination of the program assigned to them, the duties of study sub-groups are also terminated automatically.

**Procurements**

**ARTICLE 14** – (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, and upon the request of the Director.

**Cases not included in the Regulations**

**ARTICLE 15 -** (1) The provisions of the relevant legislation applies for cases not included in these Regulations.

**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.