**REGULATIONS ON ATILIM UNIVERSITY METAL FORMING APPLICATION AND RESEARCH CENTER OF EXCELLENCE**

**SECTION ONE**

**Introductory Provisions**

**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 Metal Forming Application and Research Center of Excellence.

**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 Metal Forming Application and Research Center of Excellence.

**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 Metal Forming Application and Research Center of Excellence,

c) Director: The Director of the Center,

ç) Assistant Directors: The assistant directors of the Center,

d) Board of Trustees: The Board of Trustees of Atılım University,

e) Project teams: The project teams of the Center,

f) Project Executives: The project executives of the project teams of the Center,

g) President: The President of Atılım University;

ğ) Senate: The Atılım University Senate;

h) University: Atılım University,

ı) 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 research in the fields of advanced and innovative technology, primarily to boost the export competitiveness of the Turkish industry, to contribute to the solution of current and potential problems, to suggest methods to solve these problems, and to strive to ensure the implementation of these solution methods; all with the development goals of Türkiye for the Turkish metal forming industry in mind.

b) To remain mindful of the requirements for research as per development plans and programs and create a scientific research environment, and, within the scope of the provisions of the relevant legislation, to cooperate with public institutions and organizations for training researchers and technical personnel working in the field.

**Fields of activity**

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

a) Conducting research on new materials, products, processes, methods, technological systems and production systems through determining priorities in accordance with the conditions of Türkiye regarding the research requirements of public institutions and organizations, as well as private sector organizations, operating in the metal forming sector; and executing studies to develop products, processes, methods and systems used in industry and to support the studies in progress.

b) Providing assistance regarding the implementation of the research outputs to be implemented in line with center goals, announcing the research results to the industry, determining the equipment, systems and features required for a new material, product, process or method to proceed with the production phase, and establishing pilot facilities for these purposes.

c) Providing consultancy services to public institutions and organizations, as well as private organizations, within the scope of the relevant legislation regarding the production and management methods used in the metal forming industry, and the technological difficulties encountered in the business; providing assistance regarding the elimination of the causes of defects in processes, materials and products, determination and control of the properties of materials and products, programming and information processing studies, and performing system analyses.

ç) Installing and operating the tools, equipment and infrastructure in other institutions for research and education, as well as the industrial establishments operating in the metal forming industry; developing and manufacturing the special tools and equipment, deemed necessary for researchers, at the Center; and manufacturing, as well as undertaking maintenance, repairs, adjustments, analyses, tests and similar services regarding special and sensitive tools and equipment.

d) Where needed, manufacturing prototypes in a limited number of units to investigate certain production techniques and technical issues.

e) Organizing scientific meetings such as seminars, symposiums, congresses, conferences and workshops in line with center goals, participating in the meetings to be held, and making publications.

f) Executing medium-term research and development projects and long-term, special-purpose applied strategic research supported by public institutions and organizations, as well as private organizations, in line with center objectives.

g) Forging business connections and/or partnerships with established businesses in order to put research and development outputs into practice.

ğ) Providing assistance regarding the training of researchers and technical personnel at the center, as well as public institutions and organizations, and private organizations.

**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 for a term of two years by the Board of Trustees with the recommendation by the President; from among the faculty members of the University who are trained in, or have studies on the execution of center operations. Similarly, the Director may be appointed from among the members of the Executive Board. Directors may be re-appointed at the end of their terms of office. Upon the termination of the duties of the Director for any reason, a new Director may similarly be appointed.

(2) A maximum of two assistant directors may be appointed by the President as recommended by the Director. 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) Representing the Center, and executing Center operations in line with the objectives.

b) Attending Executive Board meetings.

c) Executing the appointment procedures of the members of the research unit, as well as other staff members.

ç) Establishing the short, medium, and long-term goals, and activities of the Center, and preparing training and research activities based on these.

d) Preparing and submitting an annual operation report to the Executive Board on the operations of the Center at the end of each year.

e) Organizing, executing, and auditing the activities of the study groups within the Center.

f) Executing the resolutions reached by the Executive Board.

g) Determining the agenda of the Advisory Board.

**Executive Board**

**ARTICLE 10 -** (1) The Executive Board consists of five members appointed by the President for a term of two years, from among the full-time faculty members of the University who are trained in, or have studies on Center operations. Members of the board may be re-appointed at the end of their terms of office. New members may similarly be appointed to fill the roles of the previous members the duties of whom are terminated for any reason.

(2) The Executive Board convenes with the absolute majority of members at least twice a year, and decisions are taken by majority vote. The chairperson’s decision shall be taken in the case of a tie. The Director has no voting power in Executive Board meetings, except for the one on their appointment from among Executive Board members. Members failing to attend three consecutive meetings with no valid excuse are dismissed from their membership roles.

**Duties of the Executive Board**

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

a) Determining the general strategies on Center operations; and taking and implementing decisions on the objectives and the areas of operation of the Center.

b) Determining the plans, the budget, and the programs of the Center.

c) Evaluating the annual operation report regarding Center operations at the end of each year and to prepare the working program for the next year.

ç) Electing the chairperson of the Executive Board from among its own members.

d) Delegating tasks among the members of the Executive Board when necessary.

e) Determining the members of the Advisory Board to be approved by the President.

f) Determining the procedures and principles such as the formation of project teams, their assignment, the maximum number of projects to be undertaken by each researcher simultaneously; and project budget approvals.

**Advisory Board**

**ARTICLE 12 -**(1) The Advisory Board consists of a maximum of eight members who are active in the areas of operation of the Center, and have theoretical and practical knowledge on the field. Members of the Advisory Board are appointed for a period of two years upon the proposal by the Executive Board, and the approval of the President. Members of the board may be re-appointed at the end of their terms of office. New members may similarly be appointed to fill the roles of the previous members the duties of whom are terminated for any reason, limited to the term of the vacating member. The Advisory Board convenes at least once a year, and takes advisory decisions.

**Duties of the Advisory Board**

**ARTICLE 13** – (1) The duties of the Advisory Board are as follows:

a) Making suggestions to the Director and the Executive Board regarding the execution and improvement of the activities of the Center.

b) Providing information about technological developments and advisory opinions on the matters consulted.

**SECTION FOUR**

**Miscellaneous and Final Provisions**

**Project teams and the project executive**

**ARTICLE 14 -** (1) A sufficient number of project teams are established by the Director, subject to the opinion of the Executive Board, in line with the requirement determined to execute the research, development and prototype production projects by the Center. The project manager is appointed by the Director from among the members of project teams.

(2) The procedures and principles such as the formation of project teams, their assignment, the maximum number of projects to be undertaken by each researcher simultaneously; and project budget approvals are determined by the Executive Board.

**Procurement requirements**

**ARTICLE 15** – (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.

**Cases not included in the Regulations**

**ARTICLE 16 -** In cases not covered in these Regulations, other relevant legislation provisions, as well as the resolutions by the Senate apply.

**Repealed regulations**

**ARTICLE 17 –** (1) Regulations on Atılım University Metal Forming Application and Research Center of Excellence published on the Official Gazette dated 17/5/2017 and numbered 30069 have been abolished.

**Effective Date**

**ARTICLE 18 -** (1) These Regulations hereby come into effect on the date of publication.

**Execution**

**ARTICLE 19 -** (1) These Regulations are executed by the President of Atılım University.