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| **REGULATIONS ON ATILIM UNIVERSITY HEALTHY LIVING 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 Healthy Living 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 Healthy Living 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.  **ARTICLE 4 –** (1) The definitions for these Regulations are as follows:  a) Advisory Board: The Advisory Board of Atılım University Healthy Living Application and Research Center,  b) School: Atılım University Schools of Medicine and Health Sciences,  c) Center: Atılım University Healthy Living Application and Research Center,  ç) Director: The Director of the Center,  d) President: The President of Atılım University;  e) University: Atılım University,  f) 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 conduct practices and research regarding healthy living (nutrition, health promotion, exercise, etc.) for the society in Türkiye and abroad through multidisciplinary collaboration; to provide scientific consultancy and guidance services; and to offer quality health education and consultancy services to society, University employees and students, in accordance with their needs and expectations, and with patient rights in mind.  **Fields of activity**  **ARTICLE 6** – (1) The fields of activity of the Center are as follows:  a) To conduct advanced research to develop new diagnostic and treatment practices for human health, and to contribute to the development of new approaches for clinics.  b) To create and conduct application-oriented research projects in partnership with basic sciences and clinical sciences, by encouraging researchers to conduct multidisciplinary studies with national and international support.  c) To perform acupuncture treatment on the body and the ears, a complementary medicine practice that patients benefit from, and demand, the most.  ç) To provide consultancy services against medicine abuse and poisoning within the framework of the medicine and poisoning consultancy services program.  d) To support individuals in quitting smoking within the scope of the fight against smoking.  e) To create a personal exercise program for individuals, taking into account the lifestyle and nutritional habits of the society, and to serve the society in this regard.  f) To raise public awareness about vaccines to protect against infectious diseases and to provide public education services about infections.  g) To contribute to the protection of public health by providing counseling services to families on genetic issues.  ğ) To guide individuals correctly by examining biochemical values, to raise patients’ awareness about the course of their diseases by following the biochemical data of patients with chronic diseases.  h) For the dietitians employed at the Center to conduct nutritional evaluations on individuals of different ages, genders and physiological conditions applying to the Center, to determine their energy expenditures and prepare special diet plans for these individuals accordingly; to train and monitor them regarding their diet plans, and to contribute to the development of materials to be used in education.  ı) To contribute to the preparation of nutritional guidelines on the prevention of chronic diseases that may develop due to inadequate, unbalanced and unhealthy nutrition.  i) To perform studies to increase the nutritional value and quality of food and beverage services offered within the University, and to provide consultancy on menu planning in catering services.  j) To perform innovative studies on the development of new techniques, approaches in practice, complementary therapies and therapeutic products that may be used in treatment in the field of physiotherapy and rehabilitation.  k) To conduct research and raise social awareness on issues that negatively affect the public health by providing therapy to individuals in need of physiotherapy and rehabilitation and preventive physiotherapy and rehabilitation methods to healthy individuals.  l) To conduct health screenings for University students and staff, and the public; and to provide training and consultancy to individuals who possess disease risks.  m) To support policy development regarding the issues in nursing services, and to organize events to increase interdisciplinary interaction.  n) Within the scope of consultancy services for children with chronic diseases and their families; to assist with the solution of the problems faced by the families and their children through managing their diseases, to meet the psychosocial needs such as adapting to their diseases, learning about the characteristics of the developmental period, and supporting siblings.  o) To prepare parents for birth and parenthood, to provide parents with knowledge and skills regarding birth, the postpartum period and newborn care, and to provide necessary training by evaluating information regarding parenthood.  ö) Within the scope of family counseling services, and with an understanding based on evaluating the family system in which family members develop or perform their functions or other social environments to which they are related; to provide services to individuals, couples or families to solve their problems, including special techniques and strategies for change and development, and to provide protective, preventive, educational, developmental, guidance and rehabilitative services to enable individuals to become participatory, productive, self-sufficient, and to develop their problem-solving capacities in order to help develop and strengthen families.  p) To produce cooperative projects by collaborating with public and private organizations, research groups and scientists at national and international levels.  r) To report the scientific and technical findings obtained as a result of application and research studies, and to publish them in scientific journals, books, bulletins and similar media.  s) To plan events and provide training and consultancy services on healthy living issues to improve public health.  ş) To provide training and consultancy services for public/ private institutions and organizations.  t) To contribute to the participation of university students in multidisciplinary and interdisciplinary scientific projects.  u) To contribute to the creation of an evidence-based database through scientific studies conducted in line with the strategic resolutions of the World Health Organization and the Ministry of Health.  ü) To organize national and international scientific meetings and certificate programs such as congresses, panels, seminars, and courses.  **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.  **Duties of the director**  **ARTICLE 8 –** (1) The Director is appointed by the President for a term of office of three years from among the faculty members of the University. The Director is employed as a full-time manager. At the end of their term of office, the Director may be re-appointed. In cases where the Director is unable to fill their position for a period of over six months, their term of office ends.  (2) The duties of the Director are as follows:  a) Representing the Center.  b) Implementing the decisions taken by the Executive Board, and the working schedule.  c) Directing the Center in line with its objectives.  ç) Ensuring the coordination regarding the programs and the activities underway.  d) Organizing the annual center activity report and the working schedule for the next year, and submitting these to the approval of the President after taking the opinion of the Executive Board.  e) Preparing working programs and suggesting these to the Executive Board; as well as executing, guiding, and auditing the working groups as resolved by the Executive Board.  f) Informing the Executive Board on the activities, the plans, the programs, and the projects of the working groups at hand.  g) Ensuring the organization, the execution, the direction and the supervision of programs and projects such as training, courses, workshops, congresses, certificate programs, symposiums, and seminars.  ğ) Determining personnel requirements, and informing the Executive Board accordingly.  h) Submitting the research and project working teams to the Executive Board.  **Duties of the assistant directors**  **ARTICLE 9 –** (1) One faculty member each from the Schools of Medicine and Health Sciences are determined upon the suggestion of the Director, and appointed by the President for a term of office of three years, in order to assist the Director in their duties. Termination of the term of office for the Director means the same for their assistants. Assistant directors undertake the tasks assigned to them by the Director.  (2) The duties of assistant directors are as follows:  a) Representing the Center when undertaking the roles of a deputy director; conducting the secretary duties of Executive Board meetings; and Center affairs under the supervision of the Director.  b) Assisting the Director in the preparation and implementation of the short, medium and long-term objectives, and the strategic plan of the Center.  c) Assisting the director in the research and project studies at the Center, in the establishment, coordination, management and supervision of project teams and in the selection of their leaders, in the organization, execution and supervision of Center activities, and in the preparation of the annual activity report.  **The Executive Board and their duties**  **ARTICLE 10 –** (1) The Executive Board consists of eight members appointed by the President from among the Director and the faculty members of the University. At least five Executive Board members are faculty members from the Schools of Medicine and Health Sciences. The Director chairs Executive Board Meetings. The term of office for the Executive Board is three years. At the end of their term of office, members may be re-appointed.  (2) Upon the invitation of the Director, the Executive Board convenes at least four times a year, normally and extraordinarily where necessary, to discuss the agenda items prepared by the Director, and take decisions. The Executive Board convenes with the absolute majority of members, and decisions are taken by majority vote. The chairperson’s decision shall be taken in the case of a tie.  (3) The duties of the Executive Board are as follows:  a) Resolving on the annual activity report, plans, and programs.  b) Preparing the investment, plan, and budget draft of the Center and presenting these to the President for approval.  c) Deciding on project groups or units, and their chairpersons as suggested by the Director; and determining the principles and procedures of operation for these groups, or units.  ç) Deciding on the areas of operation of the Center.  d) Deciding on the issues raised by the Director.  e) Auditing the annual operations of the Center, and presenting the University Senate with the results organized into an annual activity report.  f) Evaluating the requests of center staff regarding education, practice, research, service production and publication, and making suggestions accordingly.  g) Forming sub-commissions related to the fields of operation of the Center, where necessary.  ğ) Undertaking other duties assigned by the relevant legislation.  **The Advisory Board and its duties**  **ARTICLE 11 –** (1) The Advisory Board consists of seven members in total; including the Director, two faculty members each appointed by the President as per the recommendation of the Deans of the Schools of Medicine and Health Sciences, and two representatives appointed by the President from public and private organizations relevant to the operations of the Center. The term of office for each Executive Board member is three years. At the end of their term of office, members may be re-appointed. New members may be appointed to replace the previous members vacating their membership position before their term of office expires. The Director chairs the Advisory Board in sharing their advisory opinions on the activities of the Center. The Advisory Board convenes at least once a year, as invited by the Director accordingly.  (2) The Advisory board is tasked to present its advisory opinions and suggestions regarding the activities of the Center in line with the objectives of the Center, to the Executive Board.  **SECTION FOUR**  **Miscellaneous and Final Provisions**  **Procurement requirements**  **ARTICLE 12** – (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.  **Effective Date**  **ARTICLE 13 -** (1) These Regulations hereby come into effect on the date of publication.  **Execution**  **ARTICLE 14 -** (1) These Regulations are executed by the President of Atılım University. |