

**THE DIRECTIVE OF OMER HALISDEMIR UNIVERSITY FOR THE
DETERMINATION OF THE SALARY PAID TO THE INTERNATIONAL
ACADEMIC MEMBERS TO BE EMPLOYED**

FIRST PART

Purpose, Scope, Base and Definitions

Purpose

ARTICLE 1- (1) The aim of this directive is to regulate the principles for determining the salary to be paid by Omer Halisdemir University to foreign Academic Members.

Scope

ARTICLE 2- (1) The provisions of this directive cover Academic Members of foreign nationals to be employed in the units of Omer Halisdemir University.

Base

ARTICLE 3- (1) This directive has been amended in accordance with Article 34 of the Higher Education Personnel Law No. 2547 published in 17506 numbered Official Gazette dated 6/11/1981 and Article 16 of the Higher Education Law No.2914 published in 18190 numbered Official Gazette dated 13/10/1983 which “The Decision of the Council of Ministers on the Principles of Employing Academic Members in Higher Education Institutions” was enacted.

Definitions

ARTICLE 4- (1) This guide;

- a) Relative Administrative Body: Faculty/ Conservatoire/ College/ Institute Management Board affiliated to Omer Halisdemir University,
- b) Commission: Commission for Reviewing the Status of Foreign Nationals
- c) Instructor: Teaching staff, Lecturer, Research Assistant, Expert, Translator and Education Planner to be employed at Omer Halisdemir University
- d) Rector: Rector of Omer Halisdemir University
- e) Senate: Omer Halisdemir University Senate
- f) Administrative Body: Omer Halisdemir University

refers to the board of Directors.

SECOND PART

Determination of Employment and Charges

Employment

ARTICLE 5- (1) The unit demanding to employ Academic Member: Together with comprehensive justification, including possible contributions of the person concerned are to be conveyed to affiliated Dean/Directorate. If the request is deemed appropriate by the relevant Board of Directors, the decision shall be sent to Rectorship. Rector sends the file to the Commission. The Commission examines the file belonging to the person and identifies the eligible people to be employed and later, presents them to Rector.

(2) The foreign national Academic Members to be employed according to the Directive for application conditions and principles concerning Academic Members applying position in Omer Halisdemir University shall provide the sufficient point. The renewal of the contract must be at least of that competences obtained from studies in the name of University. However, these criteria are not sought in cases where there is difficulty of sufficient academic member in the field of equivalent expertise within the relevant field of specialization.

Determination of Price

Article 6- (1) The contract fee (gross salary) of the academic member to be employed shall be determined by the Commission and presented to the Rector in consideration of the criteria mentioned in Article 6, paragraph 3 of this Directive and the monthly salaries of the academic staff of those staff members.

(2) Monthly gross contract fee that can be paid to foreign academic member to be employed; total of monthly and other payments of the academic staff of equivalent positions at University cannot be high than;

- a) 6 times of academic member and instructor,
- b) 4 times of specialist, lecturer, translator and educational planners,
- c) 2 times of research assistant.

(3) The monthly gross contract salary of the academic member who is requested to be employed is proposed by the commission, not exceeding the upper limits specified in (a), (b) and (c) subparagraphs of Article 6, paragraph 2 of this Directive Article. Commissions consider;

- a) Specialties and features of their tasks,
- b) Having difficulties to have equivalent academic member at University or to find one,

c) To be an internationally recognized scholar in related field, (Number of publications in journals, covered by international indexes in related to the field, number of projects, membership of journal publication board)

d) Having international science awards in related field.

(4) At the end of the contract period, the salary for the renewal of the contract are determined according to the base salary of the year for the fiscal year in which the raise is made in accordance with the decision of the Council of Ministers on the basis of "Decision on Grants for Benefits and Indemnities to Government Officials". In addition to this, an additional increase, just for the fiscal year to work, can be achieved by taking into consideration the contributions of the academic member to the University during the year of working. This increase is assessed on the basis of the net salary of January of the working fiscal year that taking into account the criteria of the Regulation on Academic Incentive Payment published in the Official Gazette, dated 18/12/2015 and numbered 29566. As a result of this evaluation, increasing in the salary can be proposed according to Article 6, paragraph 1 of this Directive; Academic Incentive Payment score;

a) 0% for those has 0-30,

b) 8% for those has 31-50,

c) 10% for those has 51-80,

d) 12% for those has 81-100.

Those taking advantage from Academic Incentive Payment cannot gain the rise.

PART THREE

Establishment and Duties of the Commission

Establishment of Commission

ARTICLE 7- (1) The Commission consists of three (3) members under the chairmanship of the Vice Rector, who is incharged by Rector. Membership period is 3 (three) years. The Commission meets upon the invitation of the Chairman of the Commission. Membership of members, who do not attend the three consecutive meetings with no excuse or left the University for more than six months for unpaid leave, assignment and the like reasons, is terminated. The situation is reported to Rector by Chairmen of the Commission. Rector charges a new member for rest of the period. The Commission takes decisions by simple majority.

Mission commission

PROVISO 8: (1) The duties of the commission are:

A) to examine the teaching diplomas, in case of doubt, to inform to the Rectorate to obtain necessary information from the embassy via Presidency of the Higher Education Council,

B) to determine the realities of the academic title of the lecturer and to determine the equivalence in terms of our country,

C) To determine the title and the amount of the instructor to be employed by taking into account the opinion from ADEK and present it to Rectorate,

Ç) To evaluate the situation in terms of the relevant legislation in case the instructor applies to a higher title while working at the University,

D) evaluating the academic performance of the instructor during the contract renewal within the related year, determining whether the contract can be renewed or not, how much salary will be given if renewal is done and presenting to Rectorate

FOURTH SECTION

Authority, Enforcement and Execution

Authority

PROVISO 9 (1) Decisions on matters not included in this Directive are regulated by the Board of Management in accordance with the relevant legislation.

Enforcement

PROVISO 10 (1) This directive enters into force from the date of its acceptance in the Ömer Halisdemir University Senate.

Execution

PROVISO 11 (1) The provisions of this Directive are executed by the Rector.