# T.C.

**NIĞDE ÖMER HALISDEMIR UNIVERSITY**

FACULTY OF MEDICINE

Year 2020

Unit Activity Report

JANUARY 2021 ]

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## Unit Manager's Presentation

Medical faculties have three important functions: education, research and health service delivery. While fulfilling these functions, our faculty has determined its vision as "To be among the leading medical faculties at the national and international level with the science and technology it produces, the modern education and advanced health services it offers".

Our faculty, which started its educational activities in 2017, aims to ensure that young physician candidates who have joined and will join us receive a modern and innovative medical education. In line with this purpose, our faculty will work to train physicians who have up-to-date knowledge and skills, think analytically, interpret their information, research, renew themselves, communicate well and have human values. The curriculum of our faculty of medicine has been created in accordance with these purposes, and trainer training is carried out for all our faculty members. Our faculty attaches great importance to skill-oriented education and international recognition. In this context, in the first three years of our medical education program, our students will associate their intensive theoretical basic medical knowledge with the protection of human health and the improvement of diseases by providing horizontal and vertical integrations, and they will form the infrastructure of the clinical education they will receive in the following periods. Our students will be given in the fourth and fifth grades; They will complete the clinical practice internship period by acquiring medical and social skills thanks to the bedside trainings in clinical internships, case studies, medical skills trainings on medical models and models accompanied by guides. When they reach the sixth grade, our students will apply the knowledge and skills they have gained with the education they have received in the previous semesters under the supervision of their teachers for one year before starting their professional life. At the end of these trainings, which will last for six years, they will graduate as competent physicians in accordance with the vision of our faculty*.* Our faculty aims to continue to be in close contact with graduates after graduation.

One of the other duties of medical schools is to conduct scientific research. However, in today's world, the development of useful products and methods as a result of research; They have become the expected targets of scientific research. In this context, our faculty has aimed to contribute to science and technology as well as to develop useful products and methods by using the existing manpower and infrastructure facilities in the thematic areas it has determined, based on the principle of "being a university with competitive power in the fields of science and technology", which is the vision of our university. Our faculty aims to meet the health service demands of the people of Niğde and to be a preferred health institution throughout our country in the determined thematic areas by working with its stakeholders in the protection of human health and health service delivery.

Niğde Ömer Halisdemir University Faculty of Medicine, having adopted the principles of team and interdisciplinary work, will try to get better and continuously forward in its fields of duty in our province and in our country by using its facilities in the best and most efficient way. In addition to all these, students will also have a campus environment where they will have a good time with various activities and social responsibility projects.

By adopting the words of Hippocrates, who is considered the father of medicine, "First the word, then the medicine, finally the knife" as a principle, we hope to train knowledgeable, skilled, conscientious and responsible physicians. I wish success to our faculty staff and students who continue their activities with these feelings, and I offer my respects.

**Prof. Dr. Üner KAYABAŞ Dean**

# D:\FACULTY OF MEDICINE PROCEDURES\STUDENT AFFAIRS\DISABILITY PROCEDURES\ACCESS AT THE VENUE\APPLICATIONS MADE TO THE MINISTRY\Disabled Access Photos (Used in Application)\WhatsApp Image 2020-07-22 at 15.14.27.jpegI- GENERAL BİLGİLER

Our faculty was established with the publication of the Council of Ministers Decision dated 25/05/2015 and numbered 2015/7723 in the Official Gazette dated 05/06/2015 and numbered 29377, and there are Basic Medical Sciences, Internal Medical Sciences and Surgical Medical Sciences Departments, and the table showing the distribution of faculty members according to the departments is shown below.

|  |  |  |
| --- | --- | --- |
| **Part** | **Professor/Associate Professor/Assistant Professor** | **Number** |
| Basic Medical Sciences | Professor | 2 |
| Professor | 3 |
| Asst. Prof. Dr. | 14 |
| Res. Asst. | 4 |
| Internal Medical Sciences | Professor | 2 |
| Professor | 3 |
| Asst. Prof. Dr. | 12 |
| Surgical Medical Sciences | Professor | 1 |
| Professor | 2 |
| Asst. Prof. Dr. | 21 |

## A- Mission and Vision



### Mission

Educating physicians who have adopted the principle of lifelong learning and teaching, use evidence-based medical methods, adopt ethical and moral principles, use their professional knowledge and skills in favor of the patient, are responsible and prioritize public health, communicate well, are researchers, qualified, competent and self-confident, and have leadership characteristics; prioritizing the needs of the region and the country while providing scientific, contemporary and quality health services; To be an institution that contributes to universal science and technology.

### Vision

To be among the leading medical faculties at the national and international level with the science and technology it produces, the modern education and advanced health services it offers.

## B- Powers, Duties and Responsibilities

### Establishment of the Unit

Niğde Ömer Halisdemir University Faculty of Medicine was established in accordance with the letters of the Council of Higher Education dated 25/05/2015 and numbered 2015/7723 based on the Decision of the Council of Ministers published in the Official Gazette dated 05/06/2015 and numbered 29377. Our faculty consists of three departments: Basic Medical Sciences, Internal Medical Sciences and Surgical Medical Sciences. In the 2017-2018 academic year, students were admitted to our faculty for the first time and started their educational activities.

### 2- Powers, Duties and Responsibilities of the Unit

The management and organization of the Faculty of Medicine has been determined in accordance with the provisions of the Law No. 2547. Governing bodies authorized by the Higher Education Law No. 2547; It is determined as the Dean, Faculty Administrative Board, Faculty Board, Departments and Departments.

**Dean:** The main duties of the dean, who is authorized to manage the faculties by the Higher Education Law No. 2547, are listed below. These tasks are;

*To preside over the faculty boards, to implement the decisions of the faculty boards and to ensure regular work between the faculty units,

*To report to the Rector at the end of each academic year and when requested, about the general status and functioning of the faculty,

*To notify the Rector's Office of the appropriation and staff needs of the faculty together with the justification, and to submit the proposal regarding the faculty budget to the Rectorate after receiving the opinion of the faculty administrative board,

*To carry out general supervision and supervision over the units and personnel of the faculty at all levels,

*This is to perform other duties assigned to him by law.

The responsibilities of the deans are specified in the Higher Education Law No. 2547. It is primarily responsible to the Rector for the rational use and development of the teaching capacity of the faculty and its affiliated units, taking security measures when necessary, providing the necessary social services to the students, carrying out educational, scientific research and publication activities regularly, supervising and supervising, monitoring and controlling all activities and obtaining the results.

Faculty Administrative Board:

**Establishment and Functioning:**  The faculty administrative board consists of three professors, two associate professors and one assistant professor to be elected by the faculty board for three years under the chairmanship of the dean.

The faculty board of directors convenes upon the call of the dean. When deemed necessary, the Board of Directors may establish temporary working groups, education and training coordinatorships and regulate their duties.

**Duties:** The faculty administrative board is a body that assists the dean in administrative activities and performs the following duties:

1. To assist the dean in the implementation of the principles determined by the decisions of the faculty board,
2. To ensure the implementation of the education, plans and programs of the faculty and the academic calendar,
3. To prepare the investment, program and budget draft of the faculty,
4. To make decisions on all the works that the dean will bring regarding the faculty management,
5. To make decisions about the admission, course adjustments and dismissal of students, and the procedures related to education and examinations,
6. To perform other duties assigned by laws and regulations.

Faculty Board:

**Establishment and Functioning: The**  faculty board consists of the heads of the departments affiliated to the faculty under the chairmanship of the dean, the directors of the institutes and schools affiliated to the faculty, if any, and three faculty members to be elected by the professors in the faculty for three years, two to be elected by the associate professors from among themselves, and one faculty member to be elected by the assistant professors from among themselves.

The faculty board holds its regular meetings at the beginning and end of each semester. The Dean calls the faculty board to a meeting when he deems it necessary.

Duties: The faculty board is an academic body and performs the following duties:

1. To decide on the educational, scientific research and publication activities of the faculty and the principles, plans, programs and educational calendar related to these activities,
2. To elect members to the faculty administrative board,
3. To perform other duties assigned by laws and regulations.

Niğde Ömer Halisdemir University Faculty of Medicine; It has imposed some national, regional, local and institutional responsibilities on itself. These:

* + To train physicians who have adopted the principle of lifelong learning and teaching, use evidence-based medical methods, adopt ethical and moral principles, use their professional knowledge and skills in favor of the patient, are responsible and prioritize public health, communicate well, are researchers, qualified, competent and self-confident, and have leadership characteristics,
  + To carry out scientific research by our faculty members in the fields of science that have been completed and completed to a large extent for scientific research, which is among the main duties of our faculty of medicine in addition to education
  + In addition to these, one of the other main duties of medical faculties is the provision of health services. For this purpose, within the scope of the "Joint Use Protocol between the Ministry of Health and the Rectorate of Niğde Ömer Halisdemir University" signed between our Ministry of Health and our University, Niğde Ömer Halisdemir Training and Research Hospital and Niğde Ömer Halisdemir Bor Physical Therapy and Rehabilitation Training and Research Hospitals are used jointly by our faculty members for the provision of health services. In addition to the provision of health services, the relevant hospitals will also be used for the clinical medical training of our medical students. At the same time, it is planned to provide special health services in these hospitals and to provide the treatment of patients in our province by providing the employment of faculty members in medical specialties, which are felt to be deficient in health services, causing patients to be referred to health institutions in nearby provinces.

## C- Information About the Unit

In this section, there is information about the indoor and outdoor areas, educational areas and social areas of the faculty.

#### Physical Structure

In the Spring semester of the 2017-2018 Academic Year, the Faculty of Medicine became operational on January 23, 2017 in the building allocated to it. With the completion of the new building of our faculty, our faculty moved to the new Morphology building on 08/06/2020 and continues to provide education and training services in this building.

**Indoor and Outdoor Areas**

|  |  |  |
| --- | --- | --- |
| **Volume Name** | **Closed Area(m2)** | **Open Area(m2)** |
| Faculty of Medicine | 17,500 m2 | 25,800 m2 |

**1.1- Training Areas**

Information about the lecture halls, classrooms, computer laboratories and other educational areas of our faculty is given below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Training Area** | **Capacity** | | | | |
| **0–50**  **(Person)** | **51–75**  **(Person)** | **76–100**  **(Person)** | **101–150**  **(Person)** | **151–250**  **(Person)** |
| Amfi | - | 4 | - | 5 | - |
| Class | 8 | - | - | - | - |
| Computer Lab. | - | - | - | 1 | - |
| Workshop | - | - | - | - | - |
| Other Lab. | 14 | 4 | 1 | - | - |
| **Sum** | **22** | **8** | **1** | **6** | **-** |

##### 1.1.1 Social Areas

The academic, administrative staff and students of our faculty benefit from the faculty canteen. In addition, the cafeteria, restaurant and cafeterias in the Campus Bazaar are social areas that students, academic and administrative staff benefit from.

***1.2.1- Canteens and Cafeterias***

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Number**  **(Pieces)** | **Closed Area**  **(m2)** | **Capacity**  **(Person)** |
| Canteen | 1 | 220 m2 | 250 |
| Cafeteria | - | - | - |
| SUM | 1 | 220 m2 | 250 |

***1.2.6- Meeting - Conference Halls***

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Number (Pieces)** | **Closed Area (m2)** | **Capacity (Person)** |
| Meeting Room | 8 | 445 m2 | 150 |
| Conference Hall | **-** | **-** | **-** |
| ....... | **-** | **-** | **-** |

##### 1.3- Service Areas

In our faculty, there are 1 Dean, 2 Vice Deans, 3 Department Heads and 109 Academic Staff rooms, 64 of which are actively used by our faculty members. For administrative staff, there is 1 Faculty Secretary room and one room each for Personnel Affairs, Student Affairs, Department Secretary, Ethics Committee Secretary, Private Secretary, Accounting, Movable Registration Unit.

***1.3.1 Academic Staff Service Areas***

|  |  |  |  |
| --- | --- | --- | --- |
| **Service Area** | **Number**  **(Pieces)** | **Closed Area**  **(m2)** | **Number of Users (Person)** |
| Study Room | 109 | 2421 m2 | 64 |

***1.3.2 Administrative Personnel Service Areas***

|  |  |  |  |
| --- | --- | --- | --- |
| **Service Area** | **Number (Pieces)** | **Closed Area (m2)** | **Number of Users (Person)** |
| Service | - | - | - |
| Study Room | 14 | 303 m2 | 11 |
| **SUM** | 14 | 303 m2 | 11 |

##### 1.4- Warehouse, Archive and Workshop Areas

|  |  |  |
| --- | --- | --- |
| **Type** | **Number**  **(Pieces)** | **Field**  **(m2)** |
| Warehouse | 2 | 198 m2 |
| Archive | 1 | 124 m2 |
| Workshop | - | - |

1. **Organizational Structure**

**TIP FAKÜLTESİ**

**Organizasyon Şeması**

**DEAN**

**Private Pen**

**FACULTY BOARD FACULTY BOARD**

**VICE DEAN**

Educational Affairs

**VICE DEAN**

Research & Development

**DEPARTMENTS/DEPARTMENT**

**FACULTY SECRETARY**

Basic Medical Sciences

Internal Medical Sciences

Surgical Medical Sciences

**Personnel Affairs**

**Student Affairs**

Medical Biology

Medical Pharmacology

Cardiovascular Surgery

Fizyoloji

Fiziksel Tıp ve

Rehabilitasyon

Anesteziyoloji ve

Reanimasyon

Biyofizik

Ruh Sağlığı ve Hastalıkları

Ağız, Yüz ve Çene

Cerrahisi

Antomi

Acil Tıp

Beyin ve Sinir Cerrahisi

Forensics

Biyoistatistik ve Tıp Bilişimi

Child and Adolescent Mental Health and Diseases

Tıp Tarihi ve Etik

Tıbbi Biyokimya

Göğüs Cerrahisi

Çocuk Sağlığı ve Hastalıkları

Pediatric Surgery General Surgery

**Accrual and Purchase**

**Department Secretariat**



**Technical Services Moved Recording Unit**

Tıbbi Mikrobiyoloji

Histoloji ve Embriyoloji

Göz Hastalıkları

Deri ve Zührevi Hastalıkları

Prazitoloji

Enfeksiyon Hastalıkları ve

Klinik Mikrobiyoloji

Kadın Hastalıkları ve Doğum

Tıp Eğitimi

Halk Sağlığı

Kulak, Burun ve Boğaz

Hastalıkları

İmmünoloji

İç Hastalıkları

Ortopedi ve Travmatoloji

Kardiyoloji

Plastik, Rekonstrüktif ve

Estetik Cerrahisi

**Cleaning Workers (4/d) Security**

Göğüs Hastalıkları

Üroloji

Nöroloji

Aile Hekimliği

Tıbbi Patoloji

Nükleer Tıp

Radyasyon Onkolojisi

Radyoloji

Spor Hekimliği

Tıbbi Genetik

#### Information and Technological Resources

##### 3.1- Software

In educational activities in our faculty; It uses Corporate Training, Management and Planning System (KEYPS) software.

##### 3.2- Computers

|  |  |
| --- | --- |
| **Genus** | **Number (Pieces)** |
| Desktop computer | 77 |
| Portable Computer | 1 |
| **......** | **-** |
| **SUM** | **78** |

**3.3- Library Resources**

In the new morphology building of our faculty, we have 1 library with a capacity of 164 people and great efforts are made to serve actively. In addition, a separate hall has been allocated for the use of our faculty students in the central library, which is close to our faculty.

|  |  |
| --- | --- |
| **Type** | **Number (Pieces)** |
| Book | - |
| Printed Periodical | - |
| Electronic Broadcasting | - |

**3.4- Other Information and Technological Resources**

|  |  |
| --- | --- |
| **Genus** | **Custom** |
| Projection | 11 |
| Slide Machine | - |
| Cyclops | - |
| Episcope | - |
| Printing Machine | - |
| Copier | 1 |
| Fax | 1 |
| Camera | - |
| Camera | 30 |
| Television | 5 |
| Printer | 14 |
| Scanner | 7 |
| Mikroskop | 65 |

#### Human Resources

2 professors, 3 associate professors, 14 assistant professors and 4 research assistants in the Department of Basic Medical Sciences; There are 2 professors, 3 associate professors, 12 assistant professors in the Department of Internal Medical Sciences, 1 professor, 2 associate professors, 2 assistant professors and 21 assistant professors in the Department of Surgical Medical Sciences.

##### Total Number of Personnel of the Unit

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **STAFF** | | | **CONTRACTED** | | **Temporary Worker (Self-Income Worker)** | **SUM** |
| **Academic Staff** | **657 4/A**  **(Officer)** | **657 4/D**  **(Permanent Worker)** | **657 4/B**  **(Contracted Personnel)** | **657 4/C**  **(Temporary Staff)** |
| **64** | **12** | **5** | **-** | **--** |  | **81** |

**4.1- Academic Staff**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Appellation** | **Occupancy of Positions**  **By Rate** | | | **Employment of Cadres**  **According to the shape** | |
| **Full** | **Empty** | **Sum** | **Full-time** | **Part-time** |
| Professor | 5 | - | 5 | 5 | - |
| Professor | 8 | - | 8 | 8 | - |
| Asst. Prof. Dr. | 47 | - | 47 | 47 | - |
| Lecturer | - | - | - | - | - |
| Okutman | - | - | - | - | - |
| Converter | - | - | - | - | - |
| Educational Planner | - | - | - | - | - |
| Research Assistant | 4 | - | 4 | 4 | - |
| Expert | - | - | - | - | - |
| …… | - | - | - | - | - |
| **SUM** | 64 | - | 64 | 64 | - |

***4.1.1- Academic Staff Appointments***

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Prof.** | **Assoc. Prof.** | **Assist. Member** | **Lecturer** | **Okutman** | **Res. Asst.** | **Um.** | **SUM** |
| From the open | 1 | - | 3 | - | - | 4 | - | 8 |
| Live | 1 | 1 | 3 | - | - | - | - | 5 |
| **SUM** | 2 | 1 | 6 | - | - | 4 | - | 13 |

***4.1.2- Academic Staff Title Changes***

|  |  |  |
| --- | --- | --- |
| **Former Title** | **New Title** | **Number (Person)** |
| Professor | Professor | 1 |
|  |  |  |

***4.1.3- Academic Staff Leaving Our University***

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Prof.** | **Assoc. Prof.** | **Assist. Member** | **Lecturer** | **Okutman** | **Res. Asst.** | **Um.** | **SUM** |
| Transport | 1 | 2 | 4 | - | - | - | - | **7** |
| İstifa | - | - | 3 | - | - | - | - | **3** |
| Retired | - |  | - | - | - | - | - | **-** |
| Attached  Cut | - | - | - | - | - | - | - | **-** |
| Death | - | - | - | - | - | - | - | **-** |
| Other | - | - | - | - | - | - | - | **-** |
| **SUM** | **1** | **2** | **7** | **-** | **-** | **-** | **-** | **10** |

***4.1.4- Foreign Academic Staff***

|  |  |  |
| --- | --- | --- |
| **Appellation** | **Country of Origin** | **Department of Work** |
| Professor | - | - |
| Professor | - | - |
| Asst. Prof. Dr. | - | - |
| Lecturer | - | - |
| Okutman | - | - |
| Converter | - | - |
| Educational Planner | - | - |
| Research Assistant | - | - |
| Expert | - | - |

***4.1.5- Academic Staff Assigned to Other Universities***

|  |  |  |
| --- | --- | --- |
| **Appellation** | **Affiliated Department** | **University** |
| Professor | - | - |
| Professor | - | - |
| Asst. Prof. Dr. | - | - |
| Lecturer | - | - |
| Okutman | - | - |
| Converter | - | - |
| Educational Planner | - | - |
| Research Assistant | - | - |
| Expert | - | - |

***4.1.6- Academic Staff Assigned to Our University from Other Universities***

|  |  |  |
| --- | --- | --- |
| **Appellation** | **Department of Work** | **University of Origin** |
| Professor | - | - |
| Professor | - | - |
| Asst. Prof. Dr. | - | - |
| Lecturer | - | - |
| Okutman | - | - |

|  |  |  |
| --- | --- | --- |
| Converter | - | - |
| Educational Planner | - | - |
| Research Assistant | - | - |
| Expert | - | - |

***4.1.7- Contracted Academic Staff***

|  |  |
| --- | --- |
| **APPELLATION** | **Number (Person)** |
| Professor | - |
| Professor | - |
| Asst. Prof. Dr. | - |
| Lecturer | - |
| Expert | - |
| Okutman | - |
| Artist Lecturer | - |
| Scene Enforcer | - |
| … | - |
| **SUM** | - |

***4.1.8- Distribution of Academic Staff by Length of Service***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **1-3 Years** | **4-6 Years** | **7-10 Years** | **11-15 Years** | **16-20 Years** | **21 - Over** |
| Number of People | 10 | 1 | 3 | 21 | 11 | 18 |
| Percent | 15,63 | 1,56 | 4,69 | 32,81 | 17,18 | 28,12 |

***4.1.9- Distribution of Academic Staff by Age***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Ages 21-25** | **Ages 26-30** | **31-35 Years** | **36-40 Years** | **41-50 Years** | **51 - Over** |
| Number of People | 1 | 2 | 6 | 21 | 27 | 7 |
| Percent | 1.56 | 3.12 | 9.38 | 32.81 | 42.18 | 10.94 |

***4.1.10- Bilateral Agreements Between Universities***

|  |  |  |
| --- | --- | --- |
| **Country** | **University** | **Content of the Agreement** |
| - | - | - |

##### 4.2.- Administrative Staff

Information about the distribution of administrative staff of our faculty, the number of full and vacant positions, etc. is given in the tables below.

***4.2.1- Number of Administrative Personnel***

|  |  |  |  |
| --- | --- | --- | --- |
| **ACCORDING TO THE OCCUPANCY RATE OF THE CADRES** | | | |
| **Squad Classification** | **Full** | **Empty** | **SUM** |
| General Administrative Services Class | 7 | - | 7 |
| Healthcare Class | - | - | - |
| Technical Services Class | 3 | - | 3 |
| Education and Training Services Class | - | - | - |
| Lawyer Services Class | - | - | - |
| Religious Services Class | - | - | - |
| Ancillary Services Class | 2 | - | 2 |
| **SUM** | 12 | - | 12 |

***4.2.2- Administrative Personnel Appointments***

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **GİHS** | **SHS** | **THS** | **EÖHS** | **AV. HS** | **DHS** | **YHS** | **SUM** |
| From the open | - | - | - | - | - | - | - | **-** |
| Live | - | - | - | - | - | - | - | **-** |
| **SUM** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

***4.2.3- Administrative Personnel Title Changes***

|  |  |  |
| --- | --- | --- |
| **Former Title** | **New Title** | **Number**  **(Person)** |
| - | - | - |
| **SUM** | | - |

***4.2.4- Administrative Staff Leaving Our University***

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **GİHS** | **SHS** | **THS** | **EÖHS** | **AV. HZ** | **DHS** | **YHS** | **SUM** |
| Transport | 1 | - | - | - | - | - | - | 1 |
| İstifa | - | - | - | - | - | - | - | - |
| Retired | - | - | - | - | - | - | - | - |
| Dismissal | - | - | - | - | - | - | - | - |
| Death | - | - | - | - | - | - | - | - |
| Other | - | - | - | - | - | - | - | - |
| **SUM** | 1 | - | - | - | - | - | - | 1 |

***4.2.5- Education Status of Administrative Personnel***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Primary** | **Lise** | **Associate Degree** | **License** | **High**  **Bachelor's and Ph.D.** | **SUM** |
| Number of People | 2 | - | 2 | 7 | 1 | 12 |
| Percent | 16.66 | - | 16.66 | 58.33 | 8.33 | 100 |

***4.2.6- Length of Service of Administrative Personnel***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **1-3 Years** | **4-6 Years** | **7-10 Years** | **11-15 Years** | **16-20 Years** | **21 - Over** | **SUM** |
| Number of People | - | 4 | 6 | - | 1 | 1 | 12 |
| Percent | - | 33.33 | 50.00 | - | 8.3 | 8.33 | 100 |

***4.2.7- Distribution of Administrative Personnel by Age***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Ages 21-25** | **Ages 26-30** | **31-35 Years** | **36-40 Years** | **41-50 Years** | **51-Over** | **SUM** |
| Person  Number | - | - | 6 | 2 | 3 | 1 | 12 |
| Percent | - | - | 50.00 | 16.66 | 25.00 | 8.33 | 100 |

##### 4.3- Contracted Personnel

There are no personnel in our faculty within the scope of Article 4/B of the Civil Servants Law No. 657.

#### Services Offered

##### 5.1- Education and Training Services

###### Education policy of the unit

The educational policy of our faculty is to train contemporary, democratic physicians who use their knowledge in line with universal values, know all aspects of communication processes, do not compromise on ethical stance during planning and implementation of these processes, protect public interests while providing efficient services to the institution they work for, have creative and critical thinking, are sensitive to society and the environment, and produce effective solutions to the problems of the city, region and country they live in. To bring researcher, questioning, self-confident, physicians with sufficient knowledge, skills and attitudes to our country.

###### Measures taken to improve the quality of education in the unit

The number of faculty members in our faculty is 64. Since a new class starts teaching every year, the number of students is increasing and clinical courses are increasing, especially from the 3rd grade. Since it is important for students to take courses from different faculty members who are experts and competent in different fields in terms of their education and personal development, the primary measure to be taken for our faculty will be to recruit new faculty members who are experts in the field of professional practice courses and who can serve in the field of health in our province.

***5.1.1- Number of Students Graduating in the 2019-2020 Academic Year***

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the Volume** | **I. Teaching** | **II. Teaching** | **SUM** |
| **Faculty of Medicine** | - | - | - |

***5.1.2- Total Number of Students in 2020***

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of the Volume** | **I. Teaching** | | | **II. Teaching** | | | **Sum** | | **GRAND TOTAL** |
| **K** | **E** | **Sum** | **K** | **E** | **Sum** | **K** | **E** |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Faculty of Medicine | 164 | 148 | 312 | - | - | - | 164 | 148 | 312 |

***5.1.3- Number and Proportion of Foreign Language Preparatory Class Students***

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of the Volume** | **Total Number of Students** | **I. Teaching** | | | **II. Teaching** | | | **SUM** | | **Share in Unit (%)** |
| **K** | **E** | **Sum** | **K** | **E** | **Sum** | **K** | **E** |
| Faculty of Medicine | 312 | - | 1 | 1 | - | - | - | - | 1 | 0.32 |

***5.1.4- Student Quotas and Occupancy Rate***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of the Volume** | **ÖSS Quota** | **Registered by** | **Occupancy Rate (%)** | **Blank** |
| Faculty of Medicine | 100 | 106 | %106 | 0 |

***5.1.5- Number of Students in Master's and Doctorate Programs***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of the Volume** | **Program** | **Master** | | **Doctor** | **SUM** |
| **Fast** | **Non-Thesis** |
| Faculty of Medicine | - | - | - | - | - |
| **SUM** | - | - | - | - | - |

***5.1.6- Foreign Students***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Number of Foreign Students and Departments** | | | | |
| **Name of the Volume** | **Part** | **K** | **E** | **SUM** |
| Faculty of Medicine | Medicine | 3 | 7 | 10 |
| **SUM** | | | | **10** |

***5.1.7- Number of Students Outgoing through Student Exchange Programs***

|  |  |  |
| --- | --- | --- |
| **Name of the Volume** | **Country of Destination** | **Number of Outgoing Students** |
| Faculty of Medicine | - | - |

***5.1.8- Number of Students Coming through Student Exchange Programs***

|  |  |  |
| --- | --- | --- |
| **Name of the Volume** | **Country of Origin** | **Number of Incoming Students** |
| Faculty of Medicine | - | - |

* + 1. ***Number of Diplomas and Diploma Supplements Awarded in the 2019-2020 Academic Year***

Our faculty started education in the 2017-2018 academic year and we do not have any graduates yet.

* + 1. ***Number of Incoming and Outgoing Students by Horizontal and Vertical Transfer in the 2019-2020 Academic Year***

|  |  |  |
| --- | --- | --- |
|  | Vertical Relay Inbound | Horizontal Transfer  Incoming/Outgoing |
| ***Faculty of Medicine*** | **-** | **4-11** |
| **SUM** | **-** | **4-11** |

##### 5.2- Administrative Services

Administrative services are carried out by administrative staff. Services in this field are carried out by personnel working in the Personnel Affairs Office, Student Affairs Office, Movable Registration Office, Accounting Office, Department Secretariat, Ethics Committee, Non-Interventional Ethics Committee, Technical Affairs and Auxiliary Services. The Faculty Secretariat is responsible to the dean for the execution and planning of these services. All correspondence is carried out electronically through this system within Niğde Ömer Halisdemir University EBYS, which provides great convenience and reliability in the follow-up, operation and recording of administrative services. The financial and other personal rights of the academic and administrative staff working in our faculty are carried out in a timely manner. Course registrations and other procedures of our students are done on time and completely. All kinds of requests of academic, administrative staff and students are answered in a timely manner.

Niğde Ömer Halisdemir University Faculty of Medicine Work Flow Charts [can](http://www.ohu.edu.tr/tipfakultesi/sayfa/is-akis-surecleri) be accessed from the http://www.ohu.edu.tr/tipfakultesi/sayfa/is-akis-surecleri link.

The basic duties and responsibilities of the administrative services units are stated below on a unit basis, and detailed job descriptions can be accessed from the http://www.ohu.edu.tr/tipfakultesi/sayfa/gorev-tanimlar i link.

Student Affairs Office:

* + - * Correspondence of documents transferred to student affairs,
      * Carrying out all kinds of referral and administrative affairs related to student affairs,
      * Implementation of the curriculum programs to be implemented in the academic year and the decisions of the Faculty Board, notification to the Rector's Office,
      * Determining the student quotas in the Faculty Administrative Board, notifying and announcing the Rector's Office for the need (formal, horizontal transfer, foreign national),
      * Follow-up of the investigation reports of the students who have been subject to disciplinary investigation and reporting the results to the relevant institutions and organizations, recording the penalties of the students who have been punished in their records and reporting them to the Rector's Office,
      * Follow-up of student advisors, informing advisors about the work to be done and following up the results,
      * Renewal of registration, freezing of registration, deletion of registration, postponement of military service, follow-up of education and contribution loans, follow-up of Prime Ministry and other scholarships, announcement and taking necessary actions,
      * Obtaining internship documents and carrying out internship initiation procedures,
      * Ensuring that faculty representative elections are held and notifying the Rector's Office,
      * To receive the applications of part-time students, to prepare their lists, to report them to the Department of Health, Culture and Sports and to arrange their monthly scorecards.

Personnel Affairs Office:

* To notify the Rector's Office of the academic staff requests of the departments,
* To ensure that the decisions of the Board of Directors are taken for the determination of the jury members of the academic staff to be appointed openly, to send the results to the Rector's Office for announcement, to submit the appointment proposal of the winning candidate to the Board of Directors, to make SSI entries after the appointment and start of work,
* To notify and file the monthly grade and grade progress of the Academic and Administrative Staff to the relevant parties,
* To make correspondence for the appointment proposals of Department Chairs, Department Heads, Senators, Board of Directors and Faculty Board members,
* To carry out the necessary correspondence regarding the renewal of the tenure of the academic staff,
* To keep track of all incoming and outgoing correspondence to personnel affairs and to ensure that their answers are written in a timely manner,
* To submit all the necessary documents for the payment of the personal rights of the academic and administrative staff to the Accrual Office in a timely manner,
* To carry out all incoming and outgoing correspondence related to personnel affairs,
* In accordance with the relevant articles of the Law No. 2547, to submit the assignment of academic staff to the Board of Directors and to fulfill the requirements of the decisions taken,
* To process and follow up the annual, excused, maternity and unpaid leaves of the Academic and Administrative Staff,
* To ensure that the health reports of the Administrative Personnel are converted into sanitary leave and to be reported to the Rectorate,
* To carry out the correspondence of the retirement procedures of the academic and administrative staff and the personnel who have left and resigned,
* To carry out other transactions given by the senior management,
* To carry out internal and external correspondence subject to salary.
* To prepare a transfer notification for the outgoing personnel,

Accounting Office:

* + To procure all kinds of stationery and office supplies, machinery, tools, equipment and their spare parts and other goods and materials needed to be used in the services of our faculty, together with the purchasing commission, from the domestic and foreign markets on time under appropriate conditions, taking into account the maximum savings and standardization in proportion to the budget appropriation possibilities,
  + To provide office and school maintenance and repair services as well as maintenance and repair of machinery and equipment together with the purchasing commission,
  + To provide the procurement of many services such as computer services, telephone subscription and use needed to be used in the education and management services of the Faculty together with the procurement commission, in line with the needs,
  + To provide the most appropriate and correct product in all goods and services purchases in line with the purchase commission offers,
  + To prepare domestic and international temporary duty and permanent duty runners and treatment runners,
  + At the beginning of the financial year, the Expenditure Officer, the Realization Officer prepare the signature circular and establish the purchasing and inspection commissions,
  + To prepare the additional course and exam fees of normal and secondary education, the overtime fees of the academic and administrative staff who work overtime, and the summer school fees,
  + Writing, initialing and submitting the articles related to the units for signature,
  + Performing other works assigned by senior management,
  + To prepare birth and death benefit payrolls for the administrative and academic staff of our faculty,
  + Receiving salary refunds from personnel who go to the military or are on unpaid leave, preparing their limited salaries after returning from unpaid leave, and following up the transactions related to the Social Security Institution and processing them into the system,

Department Secretariats:

* + Receiving the articles received by the departments, announcing them to the instructors, filing and replying to them,
  + To notify the Dean's Office in writing of the assignment requests in accordance with the relevant articles of the Law No. 2547 (35., 40 / a, 40 / d, 31., 38., 39.),
  + To ensure that the semester course forms of the faculty members of the department at the beginning of the semester and the monthly additional course forms of the instructors who will receive additional course fees are filled in and reported to the dean's office,
  + To inform the Dean's Office about the academic staff needs of the departments,
  + To carry out all kinds of correspondence with the student, to inform the Dean's Office of the needs of the department,
  + Academic staff whose term of office will expire (Assist. Member, Assist. See, Res. Asst) to notify the Dean's Office of the requests for extension of the term of office,
  + To notify the Dean's Office of the domestic and international leave requests of the faculty members,
  + Writing the decisions of the Department Board and sending them to the Dean's Office,

Movable Registration Office:

* + To count, weigh, measure and receive the movables that are inspected and accepted from the movables acquired by the expenditure unit according to their type and qualities, and to keep the movables that are not directly consumed and put into use in the warehouses under its responsibility,
  + To check and receive the movables whose inspection and acceptance process cannot be carried out immediately, to prevent them from being put into use without final acceptance,
  + To keep records of the entry and exit of movables, to prepare the documents and schedules related to them and to send them to the consolidated officer of the movable management account sheets,
  + To deliver the movables approved by the expenditure authority for consumption or use to the relevant persons,
  + To take and ensure that the necessary measures are taken to protect the movables against fire, wetting, deterioration, theft and similar dangers,
  + To notify the expenditure authority of the decreases in the warehouse due to theft or extraordinary reasons,
  + To carry out warehouse counting and stock control, to notify the expenditure authority of the movables that fall below the minimum stock level determined by the expenditure authority,
  + To check the durable movables in use where they are, to count them and to have them done,
  + To assist in the material requirement planning of the expenditure unit,
  + To prepare the management account of the movables for which it keeps records and to submit it to the expenditure authority.

##### 5.3- Other Services

In 2020, no activities were carried out outside our field of duty.

#### Management and Internal Control System

Under the chairmanship of the Dean of the Faculty, the Faculty Administrative Board establishes the management and internal control system. In addition to these, the Education and Training Quality Commission and the Department Boards take part in the internal control system. Academic General Assemblies of Departments and Departments take part in the functioning and planning of Departments and Departments.

Payments to be made from the relevant expenditure items of our faculty are made after being checked by Niğde Ömer Halisdemir University Strategy Development Department.

Dekan

Yönetim

Kurulu

Yönetim ve

İç Kontrol Sistemi

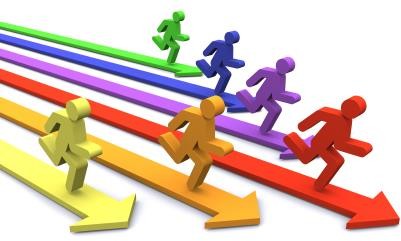
## D- Other Considerations

Within the framework of the issues specified in the regulations, the appropriations transferred to the relevant budget arrangements of our Faculty are used by the Expenditure Officer Prof. Dr. Üner KAYABAŞ (Dean) and the Realization Officer Osman KILINÇ (Acting Faculty Secretary).

|  |  |  |  |
| --- | --- | --- | --- |
| ***Student Clubs*** | Number of Communities (Pieces) | Number of Students  (Person) | Community Area  (m2 ) |
| Student Clubs/Societies | **2** | **110** | **-** |

# II- AIMS AND OBJECTIVES





In this section, the strategic goals and objectives of the administration, the priorities of the activity year and the basic principles and policies followed are included. Our faculty has set strategic goals and objectives in order to achieve its vision determined by its mission, to contribute to the achievement of the vision of Niğde Ömer Halisdemir University and to strengthen its weaknesses.

## Aims and Objectives of the Unit

|  |  |
| --- | --- |
| STRATEGIC OBJECTIVES | TARGETS |
| Strategic Objective 1  To contribute to the world of science by producing knowledge on a universal scale | Goal 1. Supporting scientific projects. |
| Goal 2. Studies with high impact on a universal scale  To be done |
| Goal 3. Research has a high level of effectiveness and prestige  presenting at meetings, supporting publication in qualified journals |
| Goal 4. Support and training opportunities for young researchers to improve the quality of their research and publications.  Provide |
| Goal 5. Opening master's and doctorate programs through the Institute of Health Sciences |
| Strategic Objective 2  To train culturally equipped, researching and productive physicians who are sensitive to the realities of the country and the world by providing high-level medical education |  |
| Goal 1. The main roles expected from the graduate of the Faculty of Medicine (physician, health advocate, scientist,  communicator, team member, leader and manager) and conducting a training program that will provide competencies |
| Goal 2. In the education program, the priority of the society  Observance of health problems |
| Goal 3. Consider the national core training program  Arrangement of the educational program of the faculty |
| Goal 4. The training program of the faculty members and  Informing about training methods |
| Goal 5. Educational qualifications of faculty members  Development and Updating |
| Goal 6. Students' international exchange and visit  Increased participation in programs |
| Goal 7. Multiple, effective and contemporary education methods  and the use of technology |
| Goal 8. Multiple and effective assessment and evaluation  Using methods |
| Goal 9. An effective program evaluation system  Execution |
| Goal 10. By constantly updating and improving the social, cultural, psychological, academic and career counseling system in line with the needs  Execution |
| Goal 11. Accreditation of pre- and post-graduate education programs at national and international level |
| Strategic Objective 3  Sensitive to the realities of the country and the world, culturally | Goal 1. Organization of vocational training programs as a training center at national and international level |

|  |  |
| --- | --- |
| To train physicians who are equipped, researching, constantly learning and producing. | Goal 2. Organizing seminars and conferences with national and international experienced and well-equipped speakers |
| Strategic Objective 4  To contribute to the improvement of the quality of life of the society | Goal 1. National/local government agencies and civil  Producing health and social responsibility projects in cooperation with community organizations, organizing activities |
| Goal 2. Continuing the work for the protection and development of health |
| Strategic Objective 5  To provide efficient and quality health services at national / international standards on the basis of the needs of the public | Goal 1. In the practice hospital of the Faculty of Medicine  Providing health services in accordance with the needs of the society |
| Goal 2. Creation of an experienced and well-equipped staff in line with the requirements |
| Goal 3. Providing the necessary infrastructure for the quality and efficient realization of hospital services and producing projects for the development of the infrastructure |
| Strategic Objective 6  With the participation of stakeholders such as students, trainers, employees  To provide a management that is open to communication | Goal 1. Ensuring adequate stakeholder participation and representation in commissions related to education and administration |
| Goal 2. Ensuring adequate stakeholder participation and representation in commissions related to education and administration |
| Goal 3. Maintaining communication with student communities |
| Goal 4. Effective operation of the student and assistant representation system |
| Strategic Objective 7  Organizing a Conference or Symposium Related to the Field. | Goal 1. To organize conferences or symposiums within all departments. |
| Strategic Objective 8  To complete the research infrastructure of the faculty building. | Goal 1. To implement projects that will meet the laboratory infrastructure needs of the faculty. |
| Strategic Objective 9  Managing human resources effectively. | Goal 1. To determine and meet the personnel needs of the units. |

|  |  |
| --- | --- |
| Strategic Objective 10 To Improve Personnel in Quality and Quantity. | Goal 1. Encouraging staff to attend training seminars and conferences. |
| Goal 2. To improve the quality of working life. |
| Goal 3. Listening to internal problems, receiving requests and organizing events together. |
| Strategic Objective 11  To ensure institutionalization. | Objective 1. To reveal job and job descriptions. |
| Strategic Objective 12  Strengthening Relationships with External Stakeholders. | Goal 1. Organizing meetings with external stakeholders for the purpose of institutional development. |
| Strategic Objective 13 Increasing Revenues | Goal 1: To organize a certificate program related to the field at NÜSEM |
| Strategic Objective 14  To be in cooperation with the public and private institutions of the city. | Goal 1.To establish training and activity partnerships with public institutions and the private sector in Niğde. |
| Goal 2. Organizing educational events for public institutions in Niğde |
| Strategic Objective 15  To promote effectively in high schools. | Goal 1. Visiting high schools and giving talks on education at the Faculty of Medicine. |
| Strategic Objective 16  To contribute to the socio-cultural development of Niğde. | Goal 1. To organize seminars on health for the public in Niğde. |
| Strategic Objective 17  Encouraging Students to Do Social Responsibility Projects  Make. | Goal 1. To carry out student projects for the promotion of health in the community |

###### Priority Goals of the Unit in 2021

The priority goals of our faculty for 2021 are stated below in line with our strategic plan.

* + Updating the education plan
  + Increasing the number of scientific publications per faculty member
  + Meeting the academic staff needs of the units
  + Increasing educational activities for the needs of the society
  + To increase the relationship and cooperation of our faculty with the society.
  + Development of a strong counseling system including career planning of students

## B- Basic Policies and Priorities

Using its knowledge in line with universal values, knowing all aspects of medical processes, not compromising on ethical stance while planning and implementing these processes; Our main policy and priority is to train contemporary physicians and scientists who take care of public interests while providing efficient services to the institution they work for, who have creative and critical thinking, who are sensitive to society and the environment, who produce effective solutions to the problems of the city, region and country they live in. These policies and priorities are fed by the following elements:

* Commitment to the State and values of the Republic of Turkey
* Protecting human values
* Societal usefulness
* Commitment to ethical values
* Reliability and quality
* Contemporary, innovative, creative approach
* Humanitarian and social sensitivity
* Scientific Approach
* Universality

## C- Other Considerations

Forms are prepared to facilitate the educational activities of students and academic staff. To further strengthen student-instructor communication with the Learning Management System software that has started to be used in our faculty, to increase the quality of education; It is planned to establish a rational, transparent, modern and accessible education system.

# III- INFORMATION AND EVALUATIONS ON ACTIVITIES



##### A- Financial Information

From the 2020 fiscal year budget implementation results of our faculty, the data on expenses are mentioned in detail below. Data on budget revenues (Distribution of Revenues table) will be created collectively for all units by the staff of the Strategy and Development Department. Therefore, the Table of Distribution of Revenues has not been filled, but the data on general budget expenditures are presented in the relevant tables.

##### Budget Implementation Results 1.1- Budget Expenditures

Budget expenditures incurred in the 2020 activity period are presented in the table below.

**Development of budget expenditures according to economic classification**

|  |  |  |  |
| --- | --- | --- | --- |
| **EXPENSE TYPE** | **Budget Initial Allowance (TL)** | **Year-End Allowance (TL)** | **Expenditure (TL)** |
| 01. Personnel Expenses | 4.296.200,00 | 6.174.565,00 | 6.174.563,23 |
| 02. State Premium Expenses to Social Security Institutions | 464.900,00 | 1.258.352,00 | 1.258.038,50 |
| 03. Goods and Services Procurement Expenses | 31.500,00 | 34.550,00 | 32.828,96 |
| 05. Current Transfers | **-** | **-** | **-** |
| 06. Capital Expenditures | **-** | **-** | **-** |
| **GRAND TOTAL** | **4.792.600,00** | **7.467.467,00** | **7.465.430,69** |

##### 1.2- Budget Revenues

The faculty does not have direct income in the following headings. On the other hand, since the revenues of our University are collected by the Strategy Development Department, this section will be filled by the said Presidency.

|  |  |  |  |
| --- | --- | --- | --- |
| **TYPE OF INCOME** | **Budget Forecast (TL)** | **Sum of Realization (TL)** | **Realization Rate (%)** |
|  | **-** | **-** | **-** |
| **TOTAL BUDGET REVENUES** | **-** | **-** | **-** |

##### Explanations Regarding the Basic Financial Statements 3- Financial Audit Results

Financial expenditures and transactions made in our faculty are audited by the relevant units of our Rectorate (Strategy Development Department and Internal Auditors).

##### 4- Other Considerations

**B- Performance Information**

##### Activity and Project Information

In order to achieve its strategic goals, our faculty continues to carry out its educational activities and academic research activities without interruption. Efforts are underway to improve the infrastructure of the departments in our faculty and to increase the number of teaching staff. In the coming years, it is aimed that both education and academic research will continue increasingly.

##### 1.1- Activity Information

Scientific, social and cultural activities carried out by the unit in 2020 were included.

***1.1.1 Scientific Activities***

|  |  |  |
| --- | --- | --- |
| **Type of Activity** | **Field of Activity** | **Date of Activity** |
| Workshop | - | - |
| Convention | - | - |
| Symposium | - | - |
| Conference | - | - |
| Panel | - | - |
| Seminar | - | - |
| Open Session | - | - |

***1.1.2 Social and Cultural Activities***

|  |  |  |
| --- | --- | --- |
| **Type of Activity** | **Field of Activity** | **Where the Activity Takes Place**  **History** |
| Chat | Meeting with Term 1 Students (Prof. Dr. Üner KAYABAŞ) | 11.10.2020 |
| Theater | - | - |
| Concert | - | - |
| Sergi | - | - |
| Trip | - | - |
| Celebration | - | - |

***1.1.3 Sports Activities***

|  |  |
| --- | --- |
| **Activity Performed** | **Activity**  **Date Occurrence** |
| - | - |

##### 1.2- Publications and Awards

***1.2.1- Publications in Indexed Peer-Reviewed Journals***

|  |  |
| --- | --- |
| Type of Publication | Number |
| International Article | 20 |
| National Article | 13 |
| National Statement | 32 |
| International Paper | 37 |
| Number of Citations | 343 |
| BOOK | 7 |

***1.2.2 Scientific Awards***

Achievement Awards Received by Academic Staff in Their Studies

|  |  |  |
| --- | --- | --- |
| **Award Winner** | **Awards** | **Awarding Institution** |
| Assoc. Prof. Dr. Adnan ÜNALAN | Congress with International Participation 3.  Certificate of Awards | Urological Surgery Association |
|  |  |  |

##### 1.3- Bilateral Agreements with Universities

|  |  |  |  |
| --- | --- | --- | --- |
| **Part** | **Country** | **University** | **Content of the Agreement** |
| - | - | - | - |
|  |  |  |  |

**1.4- Project Information**

***1.4.1 Scientific Research Projects***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PROJECTS** | **Project Carried Over from the Previous Year** | **Project Added During the Year** | **TOTAL PROJECTS** | **Projects Completed During the Year** | **Grand Total** |
| PTD | - | - | - | - | **-** |
| TUBITAK | 1 | 3 | 4 | 1 | **3** |
| HEAD. | - | - | - | - | **-** |
| A.B. | 1 | - | 1 | - | **1** |
| BAP | 8 | 1 | 9 | 4 | **5** |
| Other (TUSEB) | **-** | 1 | 1 | - | **1** |
| **SUM** | **10** | **5** | **15** | **5** | **10** |

***1.4.2 Investment Projects***

There are no projects started, ongoing or finished by our faculty in 2020.

##### Performance Results Table

With a new software, internet-based monitoring of the academic performance systems of the Faculty has been initiated. However, since our faculty is a new faculty, a quantitative performance result table cannot be obtained in this software. However, it will take place in the future

##### Evaluation of Performance Results

With a new software, internet-based monitoring of the academic performance systems of the Faculty has been initiated. However, since our faculty is a new faculty, a quantitative performance result table cannot be obtained in this software. However, it will take place in the future. Therefore, the expenditure units that are responsible in the Performance Program, the realization status of the performance indicators and targets in the performance program, and the deviations that occur cannot be reached. Therefore, an evaluation in this direction cannot be made.

##### Evaluation of Performance Information System

Evaluations of performance indicators, data collection, processing and quality will not be evaluated for the reasons mentioned above.

##### Other Considerations

***Cases***

|  |  |  |  |
| --- | --- | --- | --- |
| **Number of Lawsuits Filed** | **Concluded in favor of the institution**  **Number of Cases** | **Concluded against the Institution**  **Number of Cases** | **Number of Ongoing Litigation** |
| - | - | - | - |

**IV- INSTITUTIONAL CAPABILITY AND CAPACITY**

**EVALUATION**



SWOT analysis was made regarding the studies determined during the strategic plan studies of the faculty, and the strengths, weaknesses, opportunities and threats identified are presented under the following headings. Efforts are being made to strengthen weaknesses and to achieve the strategic objectives determined by seizing opportunities.

## A- Superlatives

###### Strengths

* To be open to innovations; A management structure that is open to innovations and institutionalization
* The presence of our qualified faculty members; Having young and dynamic staff as well as experienced faculty members in its staff
* Almost all of our faculty members have a Training of Trainers Certificate
* The majority of the departments are available
* Existence of infrastructure and facilities for research
* The presence of financial support for projects for research activities
* Encouraging faculty members to publish and rewarding publications financially
* Finding a peaceful and fair working environment
* Computer and internet access is provided to all faculty members
* Having a library, virtual library and internet facilities where faculty members and students can do research
* Sufficient access to the databases of the University Library
* Good physical conditions of student classrooms and adequate technical equipment in classrooms
* Medical skills training and the presence of a training laboratory with simulated patient
* Practice-based education approach; Practical and skill trainings
* Participatory work environment
* Each student can work with a microscope in the student laboratory
* Separate, quiet study halls for students
* Availability of a "Medical Library" for students
* Easy access to Administrators, Faculty Members and Student Affairs
* Good student-faculty relationship
* Availability of on-campus housing and shopping opportunities
* Having a campus intertwined with the city and easy transportation opportunities

## B- Weaknesses

###### Weaknesses

* Since it is a newly established faculty, the number of academic and administrative staff is insufficient.
* Inadequacy of psychological counselors to guide students
* Deficiencies in directing students to produce projects and conduct research
* Absence of Health Application and Research Center of our university
* Difficulty in recruiting research assistants in basic medical sciences
* Shortage of qualified personnel such as technicians to be employed in research laboratories
* The organizational structure of the newly established academic units of the faculty has not yet been completed
* Lack of social opportunities throughout the city

## C- Evaluation

As of 2020, our faculty has started education in the new Morphology building. There is superior coordination between the units of the faculty. Unit services are carried out in a coordinated manner. Students can easily reach the instructors and express themselves. Student counseling is carried out periodically and sincerely by our faculty members. Our laboratory facilities are sufficient for our students and to carry out scientific studies.

# V- RECOMMENDATIONS AND PRECAUTIONS

In our faculty, there are 64 faculty members in 46 departments affiliated to 3 departments. There are 19 faculty members working in 9 departments affiliated to the Department of Basic Medical Sciences, which will teach Term 1, Term 2 and Term 3 courses. In this department, new research assistants are recruited, but the number of research assistants is not sufficient; It may cause problems in laboratory practice and skill training in the coming years. For this reason, employing more research assistants, especially in the Department of Basic Medical Sciences, will increase the quality of our education and research activities. In addition, there are currently 38 faculty members employed in 19 departments for clinical medicine education starting with Term 3 and research assistants have not been employed. The number of faculty members in the Departments of Internal Medical Sciences and Surgical Medical Sciences should be reached to a sufficient level by the beginning of 2022. In departments where the faculty staff has reached a sufficient level, research assistants should be employed with the Medical Specialization Exam. With the number of faculty members reaching a sufficient level; both education, research and the provision of quality and accessible health services that the people of Niğde expect from our faculty will be fully realized.

Health service provision of our faculty; Within the framework of the Joint Use Protocol signed between the Ministry of Health and the Rectorate of Niğde Ömer Halisdemir University, it is carried out in Niğde Ömer Halisdemir Training and Research Hospital and Bor Physical Therapy and Rehabilitation Training and Research Hospital. Again, the same health facilities will be used for the clinical medical training of our medical students and research assistants who will receive specialization training in medicine. Similarly, there are administrative and educational problems in the facilities where the Faculties of Medicine use the hospitals affiliated to the Ministry of Health together. At the beginning of these problems, the unilateral demands stipulated by the chief physician of the hospital in the Service Contract that our faculty members working in hospitals had to sign and their inability to find space and sufficient time for research and education activities. In order to solve these problems, making arrangements in the amendments to be made in the "Regulation on the Joint Use of Health Facilities Belonging to the Ministry of Health and Its Affiliates and Related Units of Universities and Cooperation Procedures and Principles" will positively affect the research, education and health service delivery performances of our faculty members.

###### ANNEX-1: INTERNAL CONTROL ASSURANCE STATEMENT OF THE EXPENDITURE AUTHORITY

**İÇ KONTROL GÜVENCE BEYANI**

Harcama yetkilisi olarak yetkim dahilinde;

Bu raporda yer alan bilgilerin güvenilir, tam ve doğru olduğunu beyan ederim.

Bu raporda açıklanan faaliyetler için idare bütçesinden harcama birimimize tahsis edilmiş kaynakların etkili, ekonomik ve verimli bir şekilde kullanıldığını, görev ve yetki alanı çerçevesinde iç kontrol sisteminin idari ve mali kararlar ile bunlara ilişkin işlemlerin yasallık ve düzenliliği hususunda yeterli güvenceyi sağladığını ve harcama birimimizde süreç kontrolünün etkin olarak uygulandığını bildiririm.

Bu güvence, harcama yetkilisi olarak sahip olduğum bilgi ve değerlendirmeler, iç kontroller, iç denetçi raporları ile Sayıştay raporları gibi bilgim dahilindeki hususlara dayanmaktadır.

Burada raporlanmayan, idarenin menfaatlerine zarar veren herhangi bir husus hakkında bilgim olmadığını beyan ederim. (Niğde 14/01/2021)

İmza

Prof. Dr. Üner KAYABAŞ Dekan

[1] The internal control assurance statement signed by the expenditure authorities is attached to the unit activity reports.

[2]  If the expenditure authority has changed during the year, the phrase "information I have received from the expenditure authority(s) before me" is also added.

[3] If the expenditure authority has any reservations, they are attached to this declaration as a list and it is stated that the statement should be taken into account together with these reservations.

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Bu güvence, harcama yetkilisi olarak sahip olduğum bilgi ve değerlendirmeler, benden önceki harcama yetkilisi/yetkililerinden almış olduğum bilgiler, iç kontroller, iç denetçi raporları ile Sayıştay raporları gibi bilgim dahilindeki hususlara dayanmaktadır.

Burada raporlanmayan, idarenin menfaatlerine zarar veren herhangi bir husus hakkında bilgim olmadığını beyan ederim. (Niğde, 14/01/2021)

…………………………(İmza)

Prof. Dr. Muhsin KAR

Prof. Dr. Üner KAYABAŞ

Dekan V.

Dekan V.

Göreve Başlama Tarihi: 26/08/2019

Göreve Başlama Tarihi:06/04/2020

Görevden Ayrılış Tarihi: 06/04/2020

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