SABAK NOMINATION COMMITTEE WORKING DIRECTIVE

ARTICLE 1

Basis, Purpose and Scope

This directive is in prepeared in accordance with the Article 6 of the Health Sciences Education Programs Evaluation and Accreditation Association (SABAK) Working Regulation. Its purpose is to determine the structure, members, duties, powers and responsibilities and working principles of the SABAK Nomination Committee (SNC), which will be established to assist the selection of SAK members and vice-chairmen.

ARTICLE 2

Definitions and Abbreviations

In this directive abbreviations below define;

(a) SABAK, Health Sciences Education Programs Evaluation and Accreditation Association,

(b) SNC, SABAK Nomination Committee,

(c) General Assembly, SABAK General Assembly,

(d) Board of Directors, SABAK Board of Directors,

(e) SAK defines the Health Sciences Education Programs Accreditation Board, which carries out the studies required for the evaluation and accreditation of health sciences education programs on behalf of SABAK.

ARTICLE 3

Candidate Selection Committee

SABAK Nomination Committee carries out the works to determine the new term member and vice president candidates of SAK and new program evaluator candidates.

ARTICLE 4

Duties, Powers and Responsibilities of the Candidate Selection Committee

(a) To determine the new term member candidate (s) of SAK and submit it to the Board of Directors,

(b) To determine the candidate (s) of the new term vice president of SAK and submit it to the Board of Directors,

(c) To determine the candidates for the vacant SAK memberships and / or vice chairmanship before the expiry of their term of office and submit them to the Board of Directors,

(d) To ensure that new program evaluator candidates are identified and submitted to SAK for approval,

(e) If requested by the Board of Directors, to determine new candidate (s) for the new term member and / or vice president and submit them to the Board of Directors.

ARTICLE 5

The Structure of the Nominating Committee

The Candidate Determination Committee consists of at least four (4) members and these members are defined in Article 6 of the SABAK Working Regulations as follows:

(1) The previous president of the SAK, who will also be the president of the SNC,

(2) SAK chairman,

(3) Deputy Chairman of SAK,

(4) Member of the Board of Directors that provides the link between SAK and the Board of Directors

ARTICLE 6

Candidate Selection Committee Working Principles

(a) SNC president is responsible for the functioning of the Nominating Committee and any communication between its members.

(b) The member of the Board of Directors in SNC is responsible for providing all kinds of communication between the Executive Board and SNC.

(c) Nomination Committee is responsible to the Board of Directors.

ARTICLE 7

Determination of the Candidates for the New Term SAK Members and Vice Presidents

7.1 New Era Ministry of Health and KalDer Representatives

(a) A letter is written by the SABAK Presidency until the end of March of that year to the Ministry of Health and KalDer to notify the new term representative candidate (s) to replace the SAK representatives whose term will expire at the end of the year.

(b) In this letter,

(1) SAK Members and their Terms of Office in Article 4.2 of SABAK's Working Regulations are specified,

(2) SABAK Membership Conditions in Article 4.3 of the SABAK Working Regulations are specified,

(3) Expectations from SAK members specified in Article 4.1 of SABAK's Working Regulations are listed,

(4) SABAK membership approval process in articles 4.4 - (b) and (c) of SABAK's Working Regulations is explained.

(5) It is requested that the names and resume information of the representative candidate (s) to be submitted to SBAK by the end of April at the latest.

(c) SNC examines the resumes of the representative candidate (s) notified to SABAK by the Ministry of Health and KalDer, and gives their opinions on whether the candidates are eligible for SAK membership, if necessary, and with a reasoned report until the end of May presents

(d) The Board of Directors examines the status of the candidates in the light of the submitted report and concludes the candidates' SAK memberships.

(1) This decision may be in line with the opinions of SNC, or it can be in the form of re-examining the status of the candidates by SNC. However, in the event that the opinions of SNC as a result of re-examination are not accepted, the Board of Directors makes a direct decision.

(2) The decision of the Board of Directors regarding a proposed representative candidate may be in the form of accepting the candidate's SAK membership, or it may be in the form of rejection of this membership based on a just cause. In both cases, the decision is notified to the relevant institution within fifteen (15) days.

(3) In case the representative candidate (s) is not accepted as SAK membership, the relevant organization is asked to propose new representative candidate (s) within one month; The process in items (b) and (c) is renewed.

7.2 New Term Other SAK Members

(a) SNC initiates a study by the end of March of that year at the latest to determine the new term SAK member candidate (s) in order to replace the university faculty member and / or other SAK members whose term ends at the end of the year.

(b) In this study of SNC considers,

(1) SAK Members and Terms of Office in Article 4.2 of SABAK's Working Regulations,

(2) SABAK Membership Conditions in Article 4.3 of the SABAK Working Regulations,

(3) Expectations from SAK members specified in Article 4.1 of SABAK's Working Regulations,

(4) Performance evaluations about experienced evaluators in the SABAK Evaluator Pool in addition to performance evaluations made by teams and institutions in the past years for these evaluators.

and

(5) The continuity in SAK member structure, the distribution of experience and the balance of representation of health disciplines.

(c) SNC submits the SAK membership candidate proposals, which are formed at the end of the study, to the Board of Directors with a reasoned report until the end of May at the latest, by making a list of preferences if necessary.

(d) The Board of Directors examines the status of the candidates in the light of the submitted report and concludes the candidates' SAK memberships.

(1) This decision may be in line with the opinions of SNC, or it can be in the form of re-examining the status of candidates by SNC or finding new candidates. However, in the event that the opinions of SNC as a result of re-examination or the new candidates proposed are not accepted, the Board of Directors makes a direct decision.

(2) SAK membership decision is notified to the relevant persons within fifteen (15) days and a written statement is requested if

i) They can work as a SAK member and

ii) They can work as a team leader at at least one institution visit each year.

7.3 New Term Vice President

(a) SNC initiates a study by the end of March of that year at the latest to determine the new term vice president candidate (s) to replace the vice president who will be the chairman of SAK at the end of the year.

(b) In this study SNC considers,

(1) Regulations regarding SAK members and the term of office of the vice president given in Article 4.2 of the SABAK Working Regulations,

(2) Conditions given for SAK members and vice president in articles 4.2 and 4.3 of SABAK's Working Regulations,

(3) Expectations from SAK members specified in Article 4.1 of SABAK's Working Regulations,

(4) Performance evaluations of SAK members within the team and by the institutions during their previous team presidencies or co-chairs, and

(5) Depth of experience of SAK members.

(c) SNC submits the SAK vice-president candidate proposal or suggestions, which he has formed at the end of his work, to the Board of Directors with a reasoned report by the end of May at the latest, by making a list of preferences if necessary.

(d) The Board of Directors examines the status of the candidate (s) in the light of the submitted report and concludes the candidate's vice-chairmanship of SAK.

(1) This decision may be in line with the opinions of SNC or it may be in the form of a review of the status of the candidate (s) by the SNC or finding new candidates. However, in case the opinions arising from the review by SNC or the new candidate (s) proposed are not accepted, the Board of Directors makes a direct decision.

(2) The decision of the vise president of SAK is notified to the relevant person within fifteen (15) days and a written statement that he can work as the vise president of SAK is requested.

ARTICLE 8

Withdrawal from SAK Membership

According to Article 4.7 of the SABAK Working Regulations, SNC steps in for SAK membership and / or vice president vacated before the term of office expires:

(a) In case their representatives leave, the Ministry of Health and / or KalDer notify SABAK about their new representative candidate proposals within thirty (30) days. New representatives are determined in accordance with Article 4.4 of SABAK's Working Regulations.

(b) In the event that SAK membership and / or vice-chairmanship other than the representatives of the Ministry of Health and KalDer vacate before the expiry date, if the remaining period includes the next year, a new member and a new vice-president to work from the beginning of that year is determined in accordance with Article 4.7 of the SABAK Working Regulations.

ARTICLE 9

Determination of New Program Evaluator Candidates

(a) SNC initiates a study at the beginning of each evaluation period to identify new candidates to join the SABAK evaluator pool.

(b) In this study, if necessary, some of the SAK members are also included and depending on the need, the contributions of non-SABAK members and experienced evaluators may be requested.

(c) The need for new evaluators is determined by SNC by taking into account of the statements of intent made by the institutions in each evaluation period and the evaluation application estimates for the next evaluation period.

(d) While determining the new SABAK program evaluator candidates,

(1) The need for evaluators determined at that time for various disciplines, and

(2) The expectations foreseen for the program evaluator candidates and the structure of the evaluator pool in the 5th article of SABAK's Working Regulations are taken into consideration.

ARTICLE 10

Amendment to the Directive

Amendment proposals on this directive can be submitted to the Board of Directors by the Nomination Committee or a committee to be appointed by the Board of Directors. The proposals prepared are put on the agenda of the first meeting of the Board of Directors and are resolved.

ARTICLE 11

Force

This directive takes effect from the date it is approved by the Board of Directors.