

# FENERBAHÇE UNIVERSITY LEGISLATIVE COMMISSION DIRECTIVE

PART ONE

## Purpose, Scope, Basis, and Definitions

Purpose

**ARTICLE 1 –** (1) This directive outlines the procedures and principles governing the formation, working principles, and duties of the Fenerbahçe University Legislative Commission.

## Scope

**ARTICLE 2 –** (1) This directive covers the procedures and principles for the formation, working principles, and duties of the Fenerbahçe University Legislative Commission.

## Basis

**ARTICLE 3 –** (1) This directive is based on Articles 13, 14, and 15 of the Higher Education Law No. 2547.

## Definitions

**ARTICLE 4-** (1) The definitions in this directive are as follows;

Academic Unit: Academic and administrative units within Fenerbahçe University,

Program: All kinds of education and training programs conducted within the University,

Chairman: Chairman of Fenerbahçe University Legislation Commission,

Head of the Department: Head of the Department of Editorial Affairs and Decisions at Fenerbahçe University,

Commission: The Fenerbahçe University Legislative Commission,

Rector: Fenerbahçe University Rector,

Senate: Fenerbahçe University Senate,

University: Fenerbahçe University,

Board of Directors: The Board of Directors of Fenerbahçe University.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Doc. code: YÖN.REK.30 | RELEASE DATE: 14.11.2024 | REV DATE: 28.08.2025 | REV. NO: 01 | INTERNAL ONLY |

# PART TWO

## Formation, Working Principles, and Duties of the Commission

Formation of the Commission

**ARTICLE 5 –** (1) The Legislative Commission is a body established within the University Senate, consisting of four members elected by the Senate from among the full-time faculty members of the University.

1. Members serve a term of three years. A member whose term has expired may be reappointed.
2. In appointing members, consideration is given to their familiarity with legislation and legal matters.
3. The members of the Commission elect a Chairman from among themselves at the first meeting. The Chairman is responsible for preparing the agenda, notifying the members, setting the date and location of the meeting, conducting the meetings, and reporting the decisions to the Rector for inclusion in the Senate agenda. The Chairman may appoint one of the Commission members as the Vice-Chairman. The Vice-Chairman performs duties assigned by the Chairman and presides over committee meetings in the Chairman’s absence.
4. The Head of the Department serves as the Commission’s rapporteur. The Head of the Department attends meetings without voting rights and may offer opinions.

## Working principles of the Commission

**ARTICLE 6 –** (1) The working principles of the Commission are as follows:

* 1. The decisions made by the Commission are advisory to the Senate.
	2. Issues referred by the Rector are directly added to the commission agenda, and if requested by the Rector, an extraordinary meeting will be held to discuss them.
	3. For suggestions from academic units to be included on the commission’s agenda, proposals must be submitted in writing to the Editorial Affairs Directorate no later than three (3) working days before the scheduled meeting date.

ç) Suggestions from the units are included on the agenda with the Chairman’s approval. Before the final agenda is announced, it is submitted for the Rector’s approval when necessary.

* 1. The agenda is announced to members no later than two (2) business days before the meeting date.
	2. The Commission convenes at the Chairman’s invitation to discuss the agenda.
	3. The Commission meets with an absolute majority of its total members and makes decisions based on a majority vote of those present at the meeting. If the votes are tied, the Chairman's vote decides the outcome. Members are not allowed to abstain from voting.
	4. Items on the agenda that do not comply with legislation or lack proper procedures are returned to the relevant unit with explanations for reevaluation and correction of deficiencies. The revised proposals are then resubmitted to the agenda for discussion and decision.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Doc. code: YÖN.REK.30 | RELEASE DATE: 14.11.2024 | REV DATE: 28.08.2025 | REV. NO: 01 | INTERNAL ONLY |

ğ) During the examination of agenda items for compliance with the legislation, only their adherence to legislation is reviewed. Problematic, incomplete, or contradictory aspects of the proposal regarding legislation are identified and clearly communicated in writing to the relevant unit, requesting the necessary corrections. If the unit fails to make the necessary corrections, the Commission may either make the corrections ex officio or reject the proposal.

* 1. Issues approved by the Commission are submitted to the Senate for final approval.

ı) The membership of any member who misses 3 (three) consecutive Commission meetings without an excuse is automatically terminated, and the Chairman notifies the Rector in writing. The Rector appoints a new member within a maximum of 7 days.

## Duties of the Commission

**ARTICLE 7 –** (1) The duties of the Legislative Commission are as follows:

1. Drafts of internal legislation governing academic programs,
2. Drafts of internal legislation governing the curricula of academic units,
3. Compliance of draft directives and regulations on education and training with relevant legislation,

ç) All regulations, directives, procedures, and principles governing the University’s operations,

1. Issues considered beneficial by the Chairman of the Commission for discussion in the Commission,
2. Other matters referred by the Senate or Rector.

# PART THREE

## Effective Date and Implementation

Effective Date

**ARTICLE 8 –** (1) This directive takes effect on the date of its approval by the Senate.

## Implementation

**ARTICLE 9 –** (1) The provisions of this directive are implemented by the Rector.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Doc. code: YÖN.REK.30 | RELEASE DATE: 14.11.2024 | REV DATE: 28.08.2025 | REV. NO: 01 | INTERNAL ONLY |