

SÜLEYMAN DEMİREL UNIVERSITY
FACULTY OF MEDICINE
Teaching Skills Board (E.B.K.)

Meeting Minutes

Meeting No	14
Meeting Date	20 February 2024
Venue	Dean's Office Building, Hall A

AGENDA ITEMS

1. Review of the matters to be carried out within the scope of the board's activities.

DECISIONS

1. The working procedures and principles of the Teaching Skills Board were reviewed; it was decided that it was appropriate for the board to hold meetings twice a year, at the beginning and at the end of the term.
2. It was decided that, after trainer development programs are offered as online training on the UZEM infrastructure, it would be appropriate for the face-to-face training programs to be held by the board in line with requests. It was decided that in these face-to-face programs, the greatest emphasis should be on conveying to participants the topics that cannot be delivered through online training. It was decided that it was appropriate for Giray Kolcu, a faculty member of the Department of Medical Education, to prepare a draft program for the planning of these programs, and that the draft program prepared would be put into effect after being reviewed and approved by the board.
3. It was found appropriate that a face-to-face training program could be organized for our faculty members who have not previously received the "Training of Trainers" face-to-face.
4. It was decided that the dates of meetings would be notified to Board members 3-4 days in advance.

ATTENDANCE

Special Study Module Board

Prof. Dr. Mekin SEZİK (Chair) — Did not attend
Prof. Dr. Emel SESLİ ÇETİN — Attended
Prof. Dr. Duygu KUMBUL — Did not attend
Prof. Dr. Pınar ASLAN KOŞAR — Did not attend
Prof. Dr. Halil AŞCI — Did not attend
Assoc. Prof. Dr. Mehtap SAVRAN — Attended
Assoc. Prof. Dr. Mukadder İnci BAŞER KOLCU — Did not attend
Assoc. Prof. Dr. Giray KOLCU — Attended
Assoc. Prof. Dr. Abdulkadir YILDIZ — Attended
Assist. Prof. Dr. Furkan Çağrı OĞUZLAR — Attended
Assist. Prof. Dr. Fuat İNCE — Attended

NOTE

The signature sheet could not be included within the scope of the Personal Data Protection Law (KVKK). Assistance will be provided upon request.