

SÜLEYMAN DEMİREL UNIVERSITY
FACULTY OF MEDICINE
Education Program Evaluation Board (E.P.D.K.)

Meeting Minutes

Meeting Date	2 May 2023
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DECISIONS

The Süleyman Demirel University Education Program Evaluation Board (SDÜTF-EPDK) convened on 2 May 2023 under the chairmanship of Prof. Dr. Ersin USKUN. At the meeting:

1. It was shared that the request to spread the Biostatistics courses taught in Term 3, Course Committee 1 over two course committees had been withdrawn by the Department of Biostatistics.
2. It was stated that the coordinators were having difficulty determining the number of questions in exams, and the subject was opened for discussion. It was shared that it had been reported at the Medical Education meeting that it would be appropriate for the number of questions to be determined according to the weighting of the learning topics defined in the UÇEP (National Core Education Program), and that the number of courses should be arranged accordingly. It was noted that, according to the Education and Training Examination Directive, there must be at least 3 questions per course, but that this rule was often not complied with. It was decided that certain arrangements also needed to be made in the regulation, and that it would be appropriate for the matter to be referred to the Assessment and Evaluation Board and resolved there.
3. It was noted that simulated patient practices are included in the program for 2 hours a week, and it was decided that it would be appropriate for these practices to be scheduled in the program for 3 hours a day on 3 days a week, and that this arrangement should be made to cover the remaining part of the 2022-23 Education and Training Program.
4. It was decided that it would be appropriate for the Project Course to be scheduled in the program as a practical application in Term 3 for 2 hours a week. It was reported that, by decision of the Assessment and Evaluation Board, the Project Courses would be evaluated in a way that affects the final grade by 4 points. Accordingly, it was shared by the Term 3 Coordinators' Office that the final exam would have a [illegible]% effect on the final grade, with [illegible]% coming from the Special Study Module (ÖÇM) and [illegible]% from the Project Course.
5. It was communicated by the Dean's Office that New Course Opening Forms must be completed by the coordinators for all arrangements made within the terms, particularly those involving an ECTS change. It was stated that a New Course Opening Form must also be completed for the Project Application Course.
6. It was decided that, in Term 3, Course Committee 6, the courses would be conducted in hybrid format and the exam would be held online.
7. It was reported that a letter regarding Make-up Examinations had been received, that make-up-exam petitions could be submitted in the first week of May, and that the matter would be resolved with the opinion of the Dean's Office.
8. It was stated that the deputy coordinators are unable to see, in the Electronic Document Management System (EBYS), the letters received by the coordinators' office, that it had previously been decided that an arrangement would be made for this, but that the deputy coordinators are still unable to see the letters. It was shared that this is related to the EBYS and that the system does not allow it.
9. It was decided that the Term 6 intern programs would be planned on a weekly basis in the system.
10. It was decided that the next meeting would be held on Tuesday, 6 June 2023.