

SÜLEYMAN DEMİREL UNIVERSITY
FACULTY OF MEDICINE
Postgraduate Medical Education Board (M.S.T.E.K.)

Meeting Minutes

Meeting No	11
Meeting Date	24 July 2025
Venue	Hall A, Dean's Office Building

AGENDA ITEMS

1. Evaluation of the decisions taken at the previous meeting.

DECISIONS

The Postgraduate Medical Education Board convened on 24 July 2025 at 12:45 in Hall A of the Dean's Office Building.

1. The result list of the participation levels of our Faculty's faculty members over the last 5 years in educational programs such as training of trainers was examined. It was decided that a list of the faculty members who had not participated in the trainings over the last 5 years be drawn up and that a letter be sent to the Departments, and that the trainings be completed by all faculty members.
2. It was decided to recommend that the Education Skills Board conduct refresher trainings for faculty members.
3. It was decided that, taking into account the new suggestions received from faculty members, a proposal be submitted to the Education Skills Board for the planning of modular trainings on the use of artificial intelligence specific to clinics/units.
4. It was reported that the Faculty Administration had submitted a request to the Information Technology Department for the "My Courses" (Derslerim) Module within SDÜnet to also be used in postgraduate medical education. It was stated that the module could strengthen the educational-quality infrastructure of Departments, particularly those wishing to apply for department-based accreditation/re-accreditation in medical specialty training. In this regard, it was stated that the Faculty Administration could be contacted if there were features desired to be added to the module. It was decided that an informational document be prepared to facilitate the adaptation of Departments wishing to use the "My Courses" Module to the process, and that a letter be sent to the Departments.
5. It was decided that, in order for the orientation training organized for assistants newly assigned to our Faculty to be implemented on a hybrid basis starting from 2026, discussions be held with the relevant units so that the orientation training to be held in September 2025 be recorded by RATEM.
6. It was decided that the topics of the orientation training (Medical Specialty Trainee Orientation Program) to be organized on a hybrid basis starting from 2026 be covered as planned below:

In the part to be held face-to-face:

- Introduction of our Faculty
- Our Hospital's Service and Quality Policy
- Our Hospital's Ethics Policy
- Prevention of Psychological Harassment (Mobbing) in the Workplace
- The Consultation Process and its Ethics
- Being a Resident at SDÜ
- Receiving Feedback and Closing

In the part to be held online:

- Resident Personnel Affairs
- Interprofessional Collaboration
- Clinical Records and Health Service Applications
- How Does the Emergency Department Operate?

- Our Hospital's Infection Prevention and Infection Control Policy

7. It was unanimously decided that the next meeting be held in September 2025 with the agenda of following up on the decisions.

ATTENDANCE

Prof. Dr. Nilgün ŞENOL (Dean) — Attended
Prof. Dr. Süleyman Serhat GÜRPINAR (Chairman) — Attended
Prof. Dr. Emel SESLİ ÇETİN (Chief Coordinator) — Attended
Prof. Dr. Pakize KIRDEMİR — Did not attend
Prof. Dr. Duygu KUMBUL — Did not attend
Prof. Dr. Füsün Zeynep AKÇAM — Attended
Prof. Dr. Önder TOMRUK — Attended
Assoc. Prof. Dr. Sabriye ERCAN (Vice Dean) — Attended
Assoc. Prof. Dr. Mehtap SAVRAN (Vice Dean) — Attended
Assoc. Prof. Dr. Giray KOLCU — Did not attend
Assoc. Prof. Dr. Gülşah USTA SOFU — Attended
Assist. Prof. Dr. Gözde BACIK YAMAN — On leave
Assist. Prof. Dr. İbrahim Cemal MASLAK — On leave
Assist. Prof. Dr. Melike DOĞAN ÜNLÜ — Did not attend
Res. Assist. Dinç YAMAN (Assistant Representative) — 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.