

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

Meeting Minutes

Meeting Date	7 November 2017
Venue	Dean's Office Building, Meeting Hall A

DECISIONS

The Süleyman Demirel University Undergraduate Medical Education Board (SDÜTF-MÖTEK) convened on 7 November 2017 in Meeting Hall A of the Dean's Office Building under the chairmanship of Prof. Dr. Münire ÇAKIR, with the participation of 14 board members. At the meeting:

1. A presentation on the National Core Education Program (UÇEP) was given by Prof. Dr. Münire ÇAKIR.
2. It was decided that a letter would be written to the departments for the revision of the course schedules for Term 1, 2, 3, 4, 5, and Term 6, in line with UÇEP compliance, to be implemented starting from the 2018-2019 academic year.
3. It was decided that practical exams would be held on the same day and that evaluation would be carried out on a 100-point scale.
4. It was decided that a letter would be written by the Dean's Office to the departments regarding faculty members' use of OBS and Moodle, and that a meeting would be held on how the programs would be used.
5. It was decided that an Education Program Evaluation Committee would be established for accreditation purposes, bringing together the Dean's Office, the Department of Medical Education, the Coordinators' Board, and student representatives.
6. It was decided that the Vice Dean responsible for education would be informed before the announcement of Course Committee Exams.
7. It was decided that the Advisor Faculty Members listed on the website would be updated.
8. It was decided that a feedback form would be arranged for Term 4 and Term 5 students and faculty members.
9. It was decided that a warning letter would be written to the departments so that, in Course Committee Exam assignments, faculty members and assistants would arrive at least 15 minutes before the exam at the hall where they are on duty.
10. It was decided that the next meeting would be held at the same place on 5 December 2017, between 12:30 and 13:30.

BOARD MEMBERS

Prof. Dr. Mustafa Özgür PİRGON
Prof. Dr. Barış AFŞAR
Prof. Dr. Münire ÇAKIR
Assoc. Prof. Dr. Rasih YAZKAN
Assoc. Prof. Dr. Nilgün GÜRBÜZ
Assist. Prof. Dr. Kanat GÜLLE
Assist. Prof. Dr. Giray KOLCU
Assist. Prof. Dr. Fatih AKSOY
Assist. Prof. Dr. Mümtaz Cem ŞİRİN
Assist. Prof. Dr. Mehtap SAVRAN
Assist. Prof. Dr. Melike DOĞAN ÜNLÜ
Assist. Prof. Dr. İlkay ARMAĞAN
Eminhan UYAN (Term 3 Representative)
Mevlüt Kürşat GÜRDAL (Term 5 Representative)