

SÜLEYMAN DEMİREL UNIVERSITY
FACULTY OF MEDICINE
Assessment and Evaluation Board (Ö.D.K.)

Meeting Minutes

Meeting No	[illegible]
Meeting Date	22 December 2025
Venue	Dean's Office Building, Hall A

AGENDA ITEMS

1. Review of the Education, Instruction and Examination Directive, taking into account internal stakeholder opinions.

DECISIONS

1. Assist. Prof. Dr. Veli Çapalı, Head of our University's Department of Information Technology, also attended the meeting, which was held with the agenda of assessing the "My Exams" module accessed via Sdunet. Assist. Prof. Dr. Veli Çapalı gave information about the examination analyses currently seen by students and term coordinators at the end of an examination in the "My Exams" application in use, and stated that by the end of the year, program outcome/learning outcome (PO/LO) analyses would also be added to these analyses, and that these PO/LOs would also be viewable by the term coordinators.

2. Feedback was obtained from the coordinators regarding the current analyses, and the necessary improvement suggestions were presented.

3. It was stated that the post-examination analyses are currently viewed by the relevant term coordinators. It was decided that, through a new initiative, the post-examination analyses would be sent by e-mail in PDF format to all faculty members who served as examiners in that course committee examination.

4. It was reported that a new module has been prepared so that laboratory questions asked within the theoretical examination cannot be answered by students who were absent from that laboratory course.

5. It was stated that the "My Exams" system would not be used only for undergraduate medical education, and that, through the option of adding extracurricular courses, it could also be used in specialty (residency) training. It was stated that the "extracurricular course addition module," developed at the request of the Faculty administration, is being used by the Department of Emergency Medicine in specialty training and has proven quite useful. It was decided that information about this module, which will be particularly useful for departmental accreditations, would be presented at the general academic board.

6. It was requested that a tab be added to the system that would allow students to track their individual development over the years. It was requested that this assessment, to be added to the "personal" tab as an academic development tab, be viewable by the student, the coordinator, and the student's academic advisor.

7. It was decided that training would be planned for faculty members on topics such as the analysis and interpretation of multiple-choice tests, Bloom's taxonomy, and TAK classification. It was decided that training would specifically be planned on how faculty members should interpret the analyses relating to the questions they prepare and on improving the quality of the questions.

8. It was stated that the problem with e-attendance is ongoing. It was decided that the relevant staff from the Department of Information Technology would be present in the lecture halls during attendance-taking in order to identify the problem on-site.

ATTENDANCE

Prof. Dr. Nilgün ŞENOL — Attended
Prof. Dr. Emel SESLİ ÇETİN — Attended
Prof. Dr. Soner ALBAY — Attended
Prof. Dr. Pınar ASLAN KOŞAR — Attended
Prof. Dr. Sabriye ERCAN — Attended

Assoc. Prof. Dr. Mehtap SAVRAN — Attended
Prof. Dr. Filiz ALKAYA SOLMAZ — Attended
Assoc. Prof. Dr. Giray KOLCU — Attended
Assoc. Prof. Dr. Mukadder İnci KOLCU — Did not attend
Assoc. Prof. Dr. Özgür ÖNAL — Attended
Assist. Prof. Dr. Süleyman Emre AKIN — Attended
Assist. Prof. Dr. Furkan Çağrı OĞUZLAR — Attended
Assist. Prof. Dr. Huzeyfe KARAOSMAN — Attended
Board Secretary: Musa AKAN

NOTE

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