

INSTRUCTION

SELÇUK UNIVERSITY FACULTY OF VETERINARY Medicine

PROF. DR. HÜMEYRA ÖZGEN RESEARCH AND APPLICATION FARM DIRECTIVE

FIRST PART

Purpose, Scope, Basis and Definitions

Purpose

ARTICLE 1- The purpose of this directive is; Working within the Faculty of Veterinary Medicine at Selçuk University, Prof.Dr. To regulate the procedures and principles regarding the purposes, areas of activity, management and working method of the Hümeyra ÖZGEN Research and Application Farm and the allocated lands with parcel numbers 570, 7191 and 7270 within the borders of Çumra district.

Scope

ARTICLE 2 - This directive; Selçuk University Faculty of Veterinary Medicine, located within the campus borders, Prof. Dr. It covers the provisions regarding the purpose, areas of activity, management bodies and duties of the Hümeyra ÖZGEN Research and Application Farm and the allocated lands with parcel numbers 570, 7191 and 7270 within the borders of Çumra district.

Foundation

ARTICLE 3 - This directive; It was prepared based on the subparagraph (2) of the first paragraph of the 7th article and the 14th article of the Higher Education Law No. 2547 dated 04.11.1981.

Definitions

ARTICLE 4- In this directive;

a) Farm: Selçuk University Faculty of Veterinary Medicine Prof. Dr. Hümeyra ÖZGEN Research and Application Farm and allocated lands with parcel numbers 570, 7191 and 7270 within the borders of Çumra

b) Farm Manager: Selçuk University Faculty of Veterinary Medicine Prof. Dr. Manager of Hümeyra ÖZGEN Research and Application Farm and the allocated field within the borders of Çumra,

- c) Farm Board of Directors: Selçuk University Faculty of Veterinary Medicine Prof. Dr. Hümeýra ÖZGEN Research and Application Farm Board of Directors,
- d) Faculty: Selçuk University Faculty of Veterinary Medicine,
- e) University: Selçuk University,
- f) Dean: Dean of Selçuk University Faculty of Veterinary Medicine,
- g) Rector: Refers to the Rector of Selçuk University.

SECOND PART

Purpose of the Farm and Fields of Activity

Purpose of the Farm

ARTICLE 5 - The purposes of the farm are as follows;

- a) To provide space, materials and services, as much as possible, for research, practical work, practice and internships envisaged in undergraduate, graduate and doctoral education and training programs,
- b) To provide support to the scientific studies carried out by faculty members as much as possible,
- c) To produce by using the natural resources, capital and labor available in farm fields and facilities for production purposes in the most rational way, in accordance with economic and business rules, and to evaluate the resulting products on behalf of the Faculty,
- d) Producing certified animals and offering them for sale on behalf of the Faculty,
- e) To purchase goods and services needed by the faculty, to meet all kinds of maintenance, repair, rental, construction works and other needs.

Fields of activity

ARTICLE 6 - The farm engages in the following activities;

- a) To produce in the fields of food, agriculture and livestock, and to present the resulting products to the relevant units for evaluation on behalf of the Faculty,
- b) To establish a structure that can perform quality and standardization inspections on materials used in food, agriculture and livestock production,
- c) To carry out adaptation studies on new species and races,
- d) Creating and operating different units within the farm,
- e) Applying research results to production and evaluating the products obtained,
- f) Organizing training programs for technical personnel, students and farmers,

- g) Approved research projects, to the extent possible; To support projects by providing space, materials and services,
- h) To ensure the supply of tools, equipment and machines to be used in the activities of the farm.

THIRD PART

Governing Bodies and Duties of the Farm

Farm Governing Bodies

ARTICLE 7 - The management bodies of the farm are as follows;

- a) Farm Manager,
- b) Farm Management Board

Farm Manager **ARTICLE 8**–

- a) The Farm Manager is appointed by the Dean for a period of two years from among the academic or administrative staff at Selçuk University Faculty of Veterinary Medicine. He/she is responsible to the Dean for his/her duties and actions.
- b) Farm Manager, to assist him in his work; He appoints at least one and at most two people from the farm staff or faculty members as assistant managers. When the principal is not on duty, the assistant principal assigned by the principal acts in his place. The duration of the power of attorney cannot exceed three months. When the director's duty ends, his assistants' duties also end.
- c) The dean may dismiss the director before his/her term of office expires.

Duties of the Farm Manager

ARTICLE 9 -

- a) To take the necessary measures to realize the decisions of the Farm Management Board,
- b) Determining the machinery, equipment, goods and services needed during production on the land and facilities on the farm and presenting them to the Farm Management Board for discussion,
- c) Determining all the funds, personnel and consumable needs required for the realization of production and other activities on the farm and presenting their opinions and suggestions to the Farm Board of Directors.
- d) To carry out land planting planning in cooperation with the Farm Management Board, in order to provide the feed materials needed by the units on the farm at the maximum level from the farm land,

- e) To make work plans/plans in the most appropriate way for the permanent staff and temporary workers working in administrative, technical and servant positions on the farm to perform their services effectively,
- f) To ensure that records are kept and followed up on the expenditures made during production on the farm and the amount of products obtained,
- g) To plan and carry out periodic general checks in the units within the farm, to prevent the outbreak of disease and to inform the Dean's Office in case of disease or suspicious cases,
- h) To perform other duties assigned by the Dean and the Farm Board of Directors.

Farm Board of Directors

ARTICLE 10 -

- a) Under the chairmanship of the Dean, the Farm Manager consists of a total of five members, at least one of whom is from the Department of Animal Science and Animal Nutrition, who are appointed by the Dean for a period of three years, after taking the opinions of the Departments of the Faculty. Deputy farm managers can attend Farm Board meetings without the right to vote. The Member of the Board of Directors whose term of office has expired can be reappointed using the same procedure. The vacant member of the Board of Directors is replaced by appointment using the same procedure.
- b) The Farm Board of Directors may meet regularly every four months, or extraordinarily upon the request of the Dean or one more than half of the total number of members. Decisions are taken by majority vote of those present.

Duties of the Farm Management Board

ARTICLE 11 -

- a) To prepare the development plan of the farm in line with the needs of the faculty,
- b) To organize programs and investments related to annual training, research and implementation plans, and to determine priorities,
- c) To prepare the annual budget of the farm,
- d) To plan and ensure the production of plant and animal food on the farm. Planning how to meet the inputs needed for these productions,
- e) To make decisions by discussing the evaluation and marketing of the products obtained,
- f) To discuss the policy principles regarding the prices and tariffs of goods and services produced on the farm and to submit the decisions taken to the Deanship,
- g) To discuss and decide on the provision of space, materials and services, within the framework of possibilities, for research and development projects coming from various units to be carried out and implemented on the farm,

- h) The research environment in which faculty members will be used in scientific research; To provide support to the extent possible, provided that the feed, maintenance and special environment are covered by the relevant researcher, to prepare and develop the necessary infrastructure for the farm to become active and to discuss and decide on the realization of its functions,
- i) To discuss issues regarding the budget, revolving fund and the expenditure of farm income obtained from various sources and to make suggestions,
- j) To take precautions, plan and ensure coordination in line with the demands for all kinds of education and training programs to be carried out at the faculty,
- k) To help prepare and develop the necessary infrastructure for the farm to become active and to perform its functions,
- l) To take measures to ensure that the income obtained from the farm is used effectively, efficiently and economically in meeting the needs of the faculty,
- m) To plan the administrative, technical and auxiliary personnel of the farm and the contracted personnel to be employed under these titles, to determine their needs and submit them to the Deanship,
- n) To prepare activity reports in accordance with the annual plan, budget, balance sheet and final accounts of the farm and short, medium and long-term development programs and submit them to the Deanship.

CHAPTER FOUR

Miscellaneous and Final Provisions Personnel Requirement

ARTICLE 12 - The academic, technical and administrative personnel needs of the farm are met by the personnel assigned by the Deanship in accordance with Article 13 of Law No. 2547.

fixed assets

ARTICLE 13 - All kinds of tools, equipment and fixtures purchased for the farm are allocated for the use of the farm.

Financial Provisions

ARTICLE 14 - (a) The provisions of the Faculty Revolving Fund Management Regulation are applied.

(b) Expenses of research projects to be prepared and carried out in accordance with the purpose of the farm are covered from the budget of the research project in accordance with the provisions of the relevant legislation.

Ita Supervisor

ARTICLE 15 - The Head of the Farm is the Dean.

Administrative Supervisor

Article 16- The Administrative Chief of the Farm is the Farm Manager.

Governing Body

ARTICLE 17 – The governing body of the farm is the Farm Board of Directors.

Validity

ARTICLE 18 - This Directive was accepted by the decision of the Selçuk University Senate dated and numbered 2014/?...

Executive

ARTICLE 19 - The provisions of this Directive shall be enforced by the Dean of Selçuk University Faculty of Veterinary Medicine.