

BALIKESİR UNIVERSITY POST-DOCTORATE RESEARCH PROGRAM (DOSAP) IMPLEMENTATION GUIDELINE

SECTION ONE

Aim, Scope, Basis and Definitions

Aim

ARTICLE 1- (1) The purpose of this Directive is to cover the provisions regarding the application, acceptance and implementation of the Post-Doctoral Research Program (DOSAP) conducted within Balıkesir University, for individuals who have a doctorate/arts proficiency degree to conduct research at the University on a temporary, full-time or part-time basis, to further develop their professional education.

Scope

ARTICLE 2- (1) The Postdoctoral Research Program covers the procedures for a researcher who has been appointed as a faculty member at any higher education institution in Turkey or abroad, or who is working at a public or private institution, to be assigned to a postdoctoral research program at the University for a temporary period after completing his/her doctorate and to conduct postdoctoral research under the supervision of a faculty member.

Basis

ARTICLE 3- (1) This Directive has been prepared based on Article 14 of the Higher Education Law No. 2547.

Definitions

ARTICLE 4- (1) Definitions in this Directive;

a) University: Balıkesir University,

b) Senate: Balıkesir University Senate,

- c) Board of Directors: Balıkesir University Board of Directors,
- ç) Rector: Balıkesir University Rector,
- d) Researcher: Person conducting postdoctoral research under the supervision of a faculty member at the University,
- e) Guest Scientist: Academic staff researchers from any university, domestic or abroad, who will come to the University and conduct research upon the invitation of a faculty member at the higher education institution,
- f) Advisor: Academic staff member working full-time at Balıkesir University,
- g) DOSAP: Postdoctoral research program,
- ğ) Duration of the program: The period for which the researcher is assigned and any additional period,

SECTION 2

Basic Principles, Application and Evaluation Processes

Basic principles

ARTICLE 5- (1) In order for a postdoctoral researcher to be included in DOSAP, he/she must be a PhD student appointed to a staff position at a university in Turkey or abroad or working in a public or private institution.

(2) In order for academic staff who are employed at a state university to carry out studies within the scope of DOSAP, they must be assigned by the University where they are employed, in accordance with Article 39 of the Higher Education Law No. 2547.

(3) It is also possible for academic staff at foundation universities and universities abroad to become DOSAP researchers if they are temporarily assigned by their universities.

(4) Personnel with a doctorate degree who are working in domestic or international public or private institutions can also become DOSAP researchers if they are temporarily assigned by the institution they are affiliated with.

DOSAP applications and evaluation

ARTICLE 6- (1) The DOSAP application and evaluation process is as follows:

a) DOSAP Candidate Application Requirement:

1) DOSAP candidates must have completed their doctorate within the last 10 (ten) years. There is no such time limit for the candidate to be appointed in the “Guest Scientist” category. The candidate must obtain the necessary permissions to conduct postdoctoral research at the University to which he/she is affiliated. Academic staff who are employed at state universities must meet the full conditions stipulated in Article 39 of the Higher Education Law No. 2547. PhD researchers working in public or private institutions must meet all the conditions required to obtain permission, as set out in the legislation of the institutions to which they are affiliated.

b) Application and Evaluation:

1) The faculty member of the University who will be the advisor of the DOSAP researcher or who invited the researcher submits the Research Proposal Statement regarding the research project on which the researcher will work, to the approval of the relevant Department Head/Institute Department Head/Center Director, Dean/Institute Director/Research Coordinator.

The unit that gives approval forwards the application to the relevant unit. The university applies officially (in written form) to the university or institution where the DOSAP researcher is employed, along with the prepared application documents, and requests that the researcher be assigned for the periods specified in the application. The researcher assigned to the University by the relevant institution begins his/her work within the scope of DOSAP.

DOSAP application principles

ARTICLE 7- (1) Regulations regarding consultants and researchers who will work within the scope of DOSAP are made according to the following procedures and principles:

a) DOSAP Responsibilities of the Consultant:

1) The faculty member advising the DOSAP researcher guides the researcher in meeting and following up on the needs of the researcher, in his/her academic studies, in writing the interim report and final report, and in writing the evaluation report and justification for extension if an extension is requested.

2) The justification for extension and the evaluation report are forwarded to the relevant unit by the Consultant one month before the end of the assignment period.

b) DOSAP Researcher Responsibilities:

- 1) The DOSAP researcher must comply with the rules and regulations of the University.
- 2) Researchers appointed as Postdoctoral Researchers are responsible for continuing their research according to the work plan they prepared together with their advisor.
- 3) The DOSAP researcher is expected to work full-time. However, if deemed appropriate by the responsible faculty member, researchers assigned to certain days of the week may also be accepted to DOSAP.
- 4) In the academic publications, the researcher is required to indicate the University as the institution where the study was conducted. If requested, they may also indicate the address of their own institution or university.
- 5) At the end of the DOSAP assignment, the researcher is required to prepare a scientific final report on the project he/she is working on, have it approved by the unit he/she is affiliated with (Department/Institute Department/Center), and then forward it to the relevant unit.
- 6) If the results of the study result in products that may constitute the subject of an intellectual property right such as a patent, utility model, industrial design and know-how, the obligations that apply to the University's academic staff also apply to the DOSAP researcher.
- 7) The DOSAP investigator is obliged to make the necessary notifications in a timely manner in cases such as starting a job, taking leave, reporting, leaving work, etc. He/she is also responsible for any sanctions and loss of rights that may arise due to untimely notifications.
- 8) He/she gives a written declaration that the data and materials obtained from the project cannot be used independently of the consultant and outside the address of the University, and that in the event of the termination of the assignment, he/she will return all software, devices and similar fixed assets obtained to the University.

c) Opportunities Provided to DOSAP Researchers:

- 1) DOSAP researchers are given a University Visitor Academic Staff ID Card. DOSAP researchers benefit from the same services as full-time academic staff at our university, including office,

computer, dining hall, library, e-mail, vehicle stamp and sports services. The guesthouse opportunities offered to DOSAP researchers are limited to the university's facilities. If necessary, with the approval of the advisor, the DOSAP researcher can attend classes as a guest student in the University's School of Foreign Languages and graduate programs.

d) DOSAP Duration:

1) The duration of the study to be carried out within the scope of DOSAP is one year. If a successfully conducted study cannot be completed within one year, the research period may be extended to a maximum of 12 months, provided that the researcher's affiliated University or the institution he/she works for approves.

SECTION 3

Final Provisions

In effect

ARTICLE 8- This Directive is in effect starting its approval by the Senate.

Execution

ARTICLE 9- The provisions are executed by the Rector.