

**SOCIAL TRANSCRIPT, EVENT, SURVEYAL ORGANIZATION AND EVALUATION
COMMISSION**

SECTION	MINISTER	MEMBER	MEMBER
Department of Electronics and Automation	Lecturer Muhammed Musa FINDIK	Lecturer Dr. Umut SARAY	Lecturer M. Tufan ALTUNOK
Department of Electricity and Energy	Instructor Yakup Osman YEŞİLNACAR	Lecturer Mehmet ZORKOÇ	Instructor Turan AĞIL
Design Department	Lecturer Onur DAL	Lecturer Seçil KARSLI	Lecturer Onur DAL
Department of Computer Technologies	Lecturer Volkan KARACA	Lecturer Zübeyir Şükrü ÖZKORUCU	Lecturer Şaban YILMAZ
Accounting and Tax Department	Lecturer Dr. Erdem KANIŞLI	Lecturer Emin Ergun SELCUK	Lecturer Ahmet KOÇ
Department of Management and Organization	Assoc. Prof. Dr. Özgür KOÇBULUT	Lecturer Dr. Anıl MÜTEVELLİOĞLU	Lecturer Ahmet ALPAT

Duties of the Social Transcript, Event, Survey, Organizing and Evaluation Committee:

1. Developing a Social Transcript System:

Creating and keeping a social transcript system up-to-date that documents non-academic achievements (community contributions, volunteering, club activities, social responsibility projects, etc.).

2. Creating an Event Calendar and Ensuring Coordination:

Planning, executing, and scheduling seminars, conferences, workshops, sports, cultural, and social events that support everyone's personal, social, and professional development.

3. Track and Document Event Participation:

Ensuring that events attended are recorded and socially transcribed.

4. Preparing and Administering Surveys:

Surveys submitted on student density, education quality, and activity evaluations are archived and conducted.

5. Analyzing Survey Results:

Survey data are analyzed, reports are prepared, and results are shared with the relevant units.

6. Conduct Activity Evaluation:

Consider the effectiveness of activities performed and student feedback; provide suggestions for follow-up if necessary.

7. Encouraging Student Participation:

Encouraging, informing, and guiding students to participate in activities and social responsibility engagements.

8. Collaborating with Relevant Units:

Collaborating with student affairs, community coordinators, academic units, and external members.

9. Complying with Privacy and Ethical Principles:

Maintaining the protection of personal information in surveys and distribution details, and complying with ethical rules.

10. Reporting and Archiving:

Regularly reporting the activities carried out by the Commission, archiving documents, and presenting them to senior management.