

Istinye University Faculty of Medicine

Pre-Graduation Medical Education Program

Organizational Structure

Working Principles and Job Descriptions (ISU-FM-PGMEP-OC)

(Faculty Board Decision Date: 24.07.2023. No: 2022/2023-06)

5.8. Curriculum Board (CB): Consists of a chair, a vice-chair, and a sufficient number of members appointed by the Dean. The CB meets at least twice per academic year.

Duties and Responsibilities:

- Works on activities that align with ISU-FM's education-related strategies and outcomes.
- Collaborates with other faculty committees related to education in the implementation of the education program.
- Ensures the establishment of permanent or temporary committees and working groups necessary for its work, defines the tasks of the committees and working groups, proposes members to the Dean for appointment, ensures the creation of work plans for the committees and working groups, and monitors their regular activities.
- Ensures and monitors the compliance of the curriculum with national and international standards.
- Ensures the writing and announcement of the objectives and outcomes of terms, boards, internships, and courses in line with the outputs.
- Monitors the achievement levels of educational activities within the curriculum, and conducts improvement and development work when necessary.
- Ensures horizontal and vertical integration within the curriculum.
- Emphasizes student-centered methods within the teaching approaches.
- Conducts necessary efforts to incorporate current technologies into educational activities.
- Facilitates the inclusion of early clinical exposure, the development of research education, elective courses, and independent study hours within the curriculum.
- Manages activities by utilizing data from program evaluations and other data collected through scientific methods, conducting necessary studies independently to gather such data when needed.
- Determines and proposes strategic planning for curriculum changes and presents it to the management.

- Ensures the evaluation of proposed curriculum changes and the incorporation of approved ones into the curriculum.
- Conducts the necessary work related to the accreditation process concerning the curriculum.