

**ISTİNYE UNIVERSITY
SENATE MEETING**

MEETING DATE	MEETING HOUR	SESSION NUMBER
16/10/2024	13:30	02

Istinye University

Application Procedures for

“Istinye University Members Making a Significant Difference” Recognition and Awards

Purpose and Scope

Article 1- (1) The procedures set forth here govern official recognition and reward for achievements of Istinye University academic staff, administrative staff and students. The procedures fall under the "Achievement Quality" heading within the scope of "Istinye University Members Making a Significant Difference".

Types of Achievements and Awards for Istinye University Members Making a Significant Difference

Article 2- (1) Categories of achievement within the scope of Istinye University Members Making a Significant Difference include:

- Outsourced Project
- Intellectual and Industrial Property Rights
- Scientific Article and Citation
- Entrepreneurship and Incorporation
- Awards in the Field of Science, Culture, Art, Sports and Design
- International Working Network Membership
- Authorship in the Field of Science, Culture, Art, Sports and Design
- Exhibition

Announcements:

- Email announcement
- Website announcement
- Social media announcement

Presentation:

- “Istinye University Members Making a Significant Difference” award presentation in the Academic Year Opening Ceremony

Eligible Achievements

Article 3- (1) The achievements to be considered for the Rectorate's Announcement of Istinye University Members Making a Significant Difference include:

a) Outsourced Projects:

- Participating in nationally supported projects as an executive,
- Participating in nationally supported industrial collaborative projects as an executive or participant,
- Participating in internationally supported projects as an executive/coordinator or participant.

b) Intellectual and Industrial Property Rights Patents and Registrations

- Registered National and International Patents
- Registered Utility Model Studies
- Registered Industrial Design Studies
- Licensed Patent/Utility Model/Industrial Design Studies

c) Scientific Articles and Citations:

The applicant must fulfill the following criteria:

- Being on the "World's Most Influential Scientists" list published by Stanford University and Elsevier,
- Having published articles or reviews in journals, scanned by the "Science Citation Index Expanded (SCI-E)", "Social Sciences Citation Index (SSCI)" and "Arts and Humanities Citation Index (AHCI)", and placing in the top 2% segment,
- Having published an article in the journal *Science* or *Nature*

ç) Entrepreneurship and Incorporation

- Establishment of a company by university academicians and students in technoparks, incubation centers, TEKMERs, as partners or owners, with the support of TÜBİTAK "1812 - Investment Based Entrepreneurship Support Program (BiGG Investment)"

d) Science, Culture, Art, Sports and Design Achievements:

- National and International Science Award
- Technology Development Foundation of Türkiye (TDFT/TTGV) Awards
- CoHE Outstanding Achievement Awards
- TÜBA/TAS Academy Awards
- TÜBA/TAS Outstanding Young Scientist Awards (GEBİP)
- TUBITAK Science, Incentive and TWAS Incentive Awards
- ERC and IF Project awards that are counted within the scope of the Framework Programs / H2020 Programs

e) International Working Network Memberships

- COST (European Cooperation in Science and Technology) MC (Management Committee) Membership, and Coordinatorships appointed by the MC or WG (Working Group) Leadership or Co-Leadership
- Memberships that enable institutional participation in international scientific collaborations

f) Authorship and Writing Achievements in the Field of Science, Culture, Art, Sports and Design

- Authorship of academic books published with ISBN in the fields of science, art and design

g) Exhibition Achievements

- Personal exhibition or exhibition curation in the fields of science, art and design, including personal work

Application for Istinye University Members Making a Significant Difference

Article 4- (1) Academic and administrative staff and students at Istinye University can apply for the award. To be considered, at least one of the specified conditions must be met.

(2) Applications are made through the Venustats System, TTO Module- Istinye University Members Making a Significant Difference Application page. All requested information regarding the qualifications of the achievements must be completed and the proof(s) must be uploaded to the system.

(3) Incomplete applications will not be evaluated.

(4) For COST MC and COST WG memberships, only one achievement on a given topic is evaluated each year.

(5) Applications must be submitted for evaluation during the academic calendar year of the achievement occurs.

Evaluation of Applications and Announcement of Achievements

Article 5- (1) Achievement applications are evaluated by the Evaluation Committee within the framework of achievement and announcement types. The members of the Evaluation Committee consist of 3 people and the committee members are determined by the University Rectorate.

(2) Applications will be reviewed under the following conditions:

- a) Achievements are presented and described according to the specified success qualifications,
- b) The achievement and the date of application for recognition and reward are in the same academic year,
- c) Proof document(s) have been uploaded to the system,
- d) The applicant is making the application for himself/herself only.

(3) The applicant will be notified of the result through the system.

(4) For successful applications, the reward announcement text is prepared by the Technology Transfer Office and the applicant's approval is obtained.

(5) The reward announcement text is forwarded to the Corporate Communications and Promotion Department.

(6) When the announcement design is completed by the Corporate Communications and Promotion Department, it is submitted to the Rectorate for approval so that the announcement can be made.

(7) The announcement of "Istinye University Members Making a Significant Difference" is made by the Rectorate via e-mail to university staff and/or students.

(8) The Department of Corporate Communications and Promotion shares the announcement on digital platforms following the Rectorate's announcement.

Rewarding Istinye University Members Making a Significant Difference

Article 6- (1) The Istinye University Members Making a Significant Difference awards are conferred during the new Academic Year Opening Ceremony after the academic year in which the achievement took place. Awards cover achievements in the previous academic calendar year (September 1– August 31).

(2) The list of honorees is checked by the Evaluation Committee and forwarded to the ceremony organizers.

(3) Honorees are invited to the ceremony by the ceremony officiator.

(4) Certificates are presented to honorees at the ceremony.

Objection

Article 7- (1) Application appeals are made via an official letter to the Rectorate through the Electronic Document Management System (EDMS/EBYS).

(2) Appeals submitted in writing are reviewed by the "Evaluation Committee" and the feedback / response is provided within 10 business days.

Other Situations

Article 8 (1) The Rectorate of Istinye University is the deciding authority for cases outside the application procedures and principles specified here.

(2) When necessary, the Evaluation Committee may request support from the R&D Coordination Board of the relevant academic unit regarding the application and content of the Istinye University Members Making a Significant Difference announcements.

Force

Article 9 (1) Upon acceptance by the Senate, these application procedures and principles are effective on the date of publication.

Executive

Article 10- (1) The Rectorate of Istinye University executes the procedures and principles herein.